



BOARD OF COMMISSIONERS WORK SESSION MINUTES

Tuesday, October 12, 2021, 1:30 P.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

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I. CALL TO ORDER

The public work session of the Centre County Board of Commissioners was convened at 1:36 PM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, and Executive Office Supervisor Natalie Smith.

Guests present included Corey Troutman and Ed Zack of Susquehanna Accounting.

II. PUBLIC COMMENT

There were no comments received from the public.

III. 2022 COUNTY BUDGET

Corey Troutman provided a summary of requests received from departments. This summary did not reflect the use of American Rescue Plan Act (ARPA) funds. As Susquehanna Accounting works through department budgets they will review revenue streams including real estate taxes, State budget impacts and ARPA resources.

Departments were asked to reflect the impacts of the COVID pandemic in applicable revenue and expense accounts. They were not to provide new position requests or upgrades unless grant funded, cost neutral, or a budgetary savings.

The 2022 Requested County Budget has a proposed total revenue of \$88.2 million. This is an increase of \$9.6 million over the 2021 budget, an increase in real estate taxes of \$1.3 million and a decrease in hotel tax revenue of \$300,000.

Commissioner Pipe suggested taking action at a future meeting to recognize increased tax revenue in 2021. Ed Zack stated a budget revision is prepared for a future BOC meeting.

Ed explained that historically tax collection has been 98% of tax levied, however, this year it is expected to be approximately 96-97%. The 2022 Projected Budget reflects 97% collection, which is an increase of \$1.3 million over the 2021 budget and \$621,000 over 2021.

Money market rates remain low and the 2022 proposed general account interest income of \$50,000 is a decrease of \$26,000 over the 2021 budget.

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Total requested expenditures for the 2022 General Fund and Special Revenue funds are \$86.5 million. Corey noted this is an increase of \$15.1 million to 2021 budgeted expenditures, approximately \$10.5 million of which is offset by additional grant revenues budgeted. The deficit would be \$7.6 million based on 2022 department requests.

Reviewing employee salaries and benefits, Ed projects \$38,602,716. This is assuming salary and benefits for all positions including vacancies. As the budget is finalized, adjustments will be made accordingly. The following departments requested a total of 45 salary increases: Veterans Affairs (1), District Attorney (1), Public Defender (4), Correctional Facility (4), and Sheriff (35). These are not included in the 2022 Department Requested budget. Corey noted that a 1% increase to all non-union employees would total \$223,000. Emergency Communications 911 has requested two addition positions: Addressing & Communications Generalist and a Part Time Senior Advisor.

Corey reported that the following areas will be reviewed further: Revenue Projections, impact of COVID-19 and potential use of ARPA; Health Insurance and Retirement (ADC Contribution) Expense Projections; Capital requests in departmental budgets; Departmental Revenues such as out of county inmates; Investment Income; and 2021 Department Projections.

Currently the 2021 department projected deficit is \$1,475,061 and the yearend General Fund balance is \$9,804,399. This does not reflect any ARPA eligible expenditures.

Commissioner Dershem inquired about employee wage increases during 2021. Corey explained that the 2% increase was funded through ADC retirement savings and the retention bonus was funded through the ARPA.

The Board will hold department and internal meetings in October. The 2022 Proposed Budget will be presented at the Board of Commissioners meeting on Tuesday, November 16, with Final Budget adoption in December.

IV. DISCUSSION ITEMS – UPDATES

V. BUDGET MEETING SCHEDULE

Wednesday, October 20, 2021

911 Emergency Communications – 9:00 AM – Willowbank 146

Capital Budget – 10:30 AM – Willowbank 146

Personnel – 2:00 PM – Willowbank 146

Thursday, October 21, 2021

Transportation – 1:30 PM – Willowbank 144

Aging – 2:30 PM – Willowbank 144

Adult Services – 3:00 PM – Willowbank 144

MH/ID/EI – D&A – 3:30 PM – Willowbank 144

CYS – 4:00 PM – Willowbank 144

Veterans' Affairs – 4:30 PM – Willowbank 144

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Tuesday, October 26, 2021

Correctional Facility – 1:00 PM – Willowbank 146

Allocations – 2:30 PM – Willowbank 146

Thursday, October 28, 2021

Work Session – 1:00 PM – Willowbank 146

VI. QUESTIONS FROM THE PRESS

VII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 2:31 PM.

ATTEST:

Margaret N. Gray

Administrator