



BOARD OF COMMISSIONERS MINUTES

Tuesday, October 19, 2021, 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

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

County personnel present included Coroner Scott Sayers, Human Services Administrator Natalie Corman, Norm Spackman, Chad Joyce, and Beth Lechman.

Guests present included Don Morgan.

C-Net staff were present.

III. PUBLIC COMMENT

Don Morgan of Snow Shoe Township offered public comment regarding the closure of the Jersey Shore Bank.

IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting, ARPA and budget work sessions held on Tuesday, October 12, 2021.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the October 12, 2021 Board of Commissioners meeting and work sessions.*

VI. PROCLAMATION

Proclamation 34 of 2021 – Recognizing the 76th anniversary of the establishment of the United Nations. United Nations has declared the theme of this year's commemoration to be "Creating a Blueprint for a Better Future," and has encouraged people in all countries to join the largest global conversation about their visions for the future we want.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 34 of 2021.*

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VII. AMERICAN RESCUE PLAN ACT (ARPA)

VIII. PRESENTATION

Chief Information and Records Officer Chad Joyce and Director of Elections Beth Lechman announced that the Cybersecurity and Infrastructure Security Agency (CISA) granted authorization for Centre County to utilize a .gov domain name for the Elections Office. All traffic from centrecountyvotes.com redirects to centrecountyvotes.gov.

IX. CONTRACTS – AUTHORIZATIONS

- A. Coroner – Coroner Scott Sayers presented a Work Statement with the Pennsylvania Department of Health (DOH), Prescription Drug Monitoring Program (PDMP) to establish a connection between the Coroner’s Office case management software to the DOH’s Electronic Death Reporting System (EDRS). This agreement allows for up to \$10,000 in approved expenditure reimbursement to the County for the period of July 1, 2021 to June 30, 2022 – Dept. 212.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Work Statement with the DOH to next week’s Consent Agenda.*

- B. Emergency Communications 911 – Director Norm Spackman introduced the contract renewal with Onsolve, LLC to provide CodeRed services, for delivery of pre-recorded emergency and non-emergency messages to recipients within pre-selected households and businesses. The contract total is \$10,473.75 for the period of December 31, 2021 to December 31, 2022 – Dept. 354.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Onsolve, LLC to next week’s Consent Agenda.*

C. Human Services

Human Services Administrator Natalie Corman presented the following items:

- i. Aging – Memorandum of Understanding (MOU) with the Pennsylvania Association of Area Agencies on Aging (P4A) for the Elder Cottage Housing Opportunity (ECHO) Program. The MOU is effective upon the last date of signature and is valid for the life of the cottage – Dept. 521.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU with the Pennsylvania Association of Area Agencies on Aging to next week’s Consent Agenda.*

ii. MH/ID/EI

Natalie noted that MH/ID/EI items 1 – 3 are all funded through the Human Services Block Grant (HSBG) and County Match.

1. Letter of Agreement with CARES of Central PA, Inc. to provide intellectual disability services to include community based and transportation. The agreement total is \$96,000, which is funded as follows: State \$91,574 and County Match \$4,426, for the period of July 1, 2021 to June 30, 2022 – Dept. 561.

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2. Contract renewal with Community Services Group to provide mental health services to include psychiatric rehabilitation, community residential, and outpatient services. The contract total is \$479,759, which is funded as follows: State \$457,642 and County Match \$22,117, for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
3. Contract renewal with Skills, Inc. to provide mental health services to include vocational rehabilitation/training, psychiatric rehabilitation (site based and mobile), supported employment, community employment, ClubHouse (psychiatric rehabilitation), group peer support, and individual peer support, and intellectual disability services to include supported employment, prevocational services and respite. The contract total is \$242,606, which is funded as follows: State \$231,422 and County Match \$11,184, for the period of July 1, 2021 to June 30, 2022 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add MH/ID/EI items 1 – 3 to next week's Consent Agenda.*

iii. Adult Services

1. Contract with Housing Transitions, Inc. to provide emergency shelter services. The contract total is \$38,421, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
2. Contract with Housing Transitions, Inc. to provide rapid re-housing services. The contract total is \$182,691, which is Federally funded through ESG-CV2 for the period of May 11, 2021 to April 22, 2022 – Dept. 501.
3. Contract with the Centre County Youth Services Bureau to provide emergency shelter services. The contract total is \$56,000, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
4. Contract with Centre Helps to serve as an Emergency Rental Assistance Program (ERAP) application assistance hub in Centre County. The contract rate is \$100 per hour, which is Federally funded through the ERAP grant for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
5. Contract renewal with Centre Helps to provide basic needs case management services. The contract total is \$23,290, which is State funded through the HSBG for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
6. Contract renewal with Centre Helps to provide the Community Help line, a 24/7 information and referral hotline. The contract total is \$70,000, which is State funded through the HSBG for the period of July 1, 2021 to June 30, 2022 – Dept. 501.

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7. Contract addendum two with Centre Helps to allow for additional funds to provide basic needs case management services in the amount of \$54,552. This increases the contract total from \$83,205.48 to \$137,757.48, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
8. Contract addendum two with Centre Helps to allow for additional funds to provide the Community Help line, a 24/7 information and referral hotline in the amount of \$23,983. This increases the contract total from \$70,000 to \$93,983, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
9. Contract addendum two with Centre Safe to allow for additional funds to provide Bridge (transitional) Housing services in the amount of \$3,721. This increases the contract total from \$73,545 to \$77,266, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
10. Contract addendum two with Centre Volunteers in Medicine (CVIM) to allow for additional funds to provide basic needs case management services in the amount of \$40,910. This increases the contract total from \$11,665 to \$52,575, which is State funded through the HSBG for the period of July 1, 2020 to June 30, 2021 – Dept. 501.
11. Contract addendum one with Housing Transitions, Inc. to allow for a three-month extension to provide emergency and rental assistance services through Home4Good grant funds in the amount of \$16,999. This increases the contract total from 17,745 to \$34,744, which is State funded for the period of July 1, 2020 to September 30, 2021 – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Adult Services items 1 – 11 to next week’s Consent Agenda.*

X. GRANTS

XI. CONSENT AGENDA

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve this week’s Consent Agenda.*

A. Emergency Communications 911

- i. Contract with Centre Communications to provide microwave battery maintenance at ten tower sites to include battery capacity upgrades at two sites, and a backup battery charger and rectifier at one site. The contract total is \$90,158 for the period of October 19, 2021 to February 28, 2022 – Dept. 354.
- ii. Quotation from Centre Communications for decommissioning and removal of the tower at the Centre Hall site. Centre Communications will decommission and dismantle the tower and remove all steel from the site. The County will be responsible for removing concrete foundations, piers, anchors and other items below ground level. The total quote is \$9,360 – Dept. 354.

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B. Human Services

Children & Youth Services

1. Contract with Helen Stolinas, Esquire of Mazza Law Group PC to provide legal services. The contract total is \$7,500, which is funded as follows: State \$6,000 and County \$1,500 for the period of July 1, 2021 to June 30, 2022 – Dept. 511.
 2. Contract renewal with Pathways Adolescent Center to provide residential/transitional living services for dependent/delinquent youth. The contract total is \$250,000, which is funded as follows: State \$200,000 and County \$50,000 for the period of July 1, 2021 to June 30, 2022 – Dept. 511.
 3. Contract renewal with Pressley Ridge to provide residential services for dependent/delinquent youth. The contract total is \$37,500, which is funded as follows: State \$30,000 and County \$7,500 for the period of July 1, 2021 to June 30, 2022 – Dept. 511.
 4. Contract renewal with Adelphoi Village, Inc. to provide foster/residential services. The contract total is \$295,000, which is funded as follows: State \$236,000 and County \$59,000 for the period of July 1, 2021 to June 30, 2022 – Dept. 511.
 5. Contract renewal with Centre County Youth Service Bureau to provide residential services for dependent/delinquent youth. The contract total is \$1,702,000, which is funded as follows: State \$1,361,600 and County \$340,400 for the period of July 1, 2021 to June 30, 2022 – Dept. 511.
- C. Risk Management/Workplace Operations – Fourth amendment to the lease agreement with Fred R. Wood and Denise M. Wood d.b.a Together Investments for the premises located at 1524 West College Avenue, State College for the Centre Region MDJ Office. The contract total is \$284,418.60 for the period of January 1, 2022 through December 31, 2026 – Dept. 112/252.

XII. LETTERS OF SUPPORT

XIII. LIQUID FUELS – FEE FOR LOCAL USE

Anne Messner presented letters of support for the use of 2019 funding allocated for application to the Pennsylvania Department of Transportation (PennDOT) through the Multimodal Transportation Fund program:

- i. Port Matilda Borough for improvements to State Route 3017 (High Street). Centre County's 2019 Fee for Local Use allocation to Port Matilda Borough was \$60,000. The Borough is requesting \$55,000 be used for the application – Dept. 412.

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- ii. Milesburg Borough for improvements to the Railroad Street Bridge. Centre County's 2019 Fee for Local Use allocation to Milesburg Borough was \$50,000. The Borough is requesting \$45,000 be used for the application – Dept. 412.

Anne noted that Both of these projects have been in planning and development stage for approximately two years and neither have been successful in acquiring grant funding.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letters of support for Port Matilda and Milesburg Boroughs.*

XIV. ADMINISTRATOR'S REPORT

XV. DISCUSSION ITEMS – UPDATES

XVI. CHECK RUN

Check run in the amount of \$662,676.36 dated October 15, 2021.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated October 15, 2021.*

XVII. C-NET REQUESTS

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 105,107 registered voters in Centre County. The precinct of the week is precinct #44 College West with 1,294 registered voters. In the last election there were 235 ballots cast, for a turnout of 18.16%.

B. Announcements

XIX. EXECUTIVE SESSION REPORT

Administrator Margaret Gray reported that the Board met in executive session on Thursday October 14, 2021 from 10:05 to 10:14 AM to discuss a security matter.

XX. PUBLIC MEETING SCHEDULE

Tuesday, October 19, 2021

Board of Commissioners – 10 AM – Willowbank 146

Employee Benefits Trust – 11 AM – Willowbank 146

Board of Assessment Appeals – 12:30 PM – Willowbank 146

Records Improvement Committee – 2 PM – Willowbank 144

Wednesday, October 20, 2021

Board of Commissioners Work Session – 2022 Budget – 9 AM – Willowbank 146

Board of Commissioners Work Session – 2022 Budget – 2 PM – Willowbank 146

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Thursday, October 21, 2021

Board of Elections – 9 AM – Willowbank 146

Salary Board/Board of Commissioners – 10 AM – Willowbank 146

Retirement Board – 11 AM – Willowbank 146

Board of Assessment Appeals – 12 PM – Willowbank 146

Board of Commissioners Work Session – 2022 Budget – 1:30 PM – Willowbank 144

Tuesday, October 26, 2021

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – ARPA – 11 AM – Willowbank 146

Board of Commissioners Work Session – 2022 Budget – 1 PM – Willowbank 146

Thursday, October 28, 2021

Finance Committee – 9 AM – Willowbank 146

Board of Elections – 10 AM – Willowbank 146

Retirement Board – 11 AM – Willowbank 146

Board of Commissioners Work Session – 2022 Budget – 1 PM – Willowbank 146

XXI. BID/PROPOSAL SCHEDULE

Friday, October 22, 2021

IFB – Centre County Roof Replacement – Mandatory Pre-Bid Meeting – 10 AM – Willowbank

Friday, November 12, 2021

IFB – Centre County Roof Replacement – Bids Due– 4 PM – Controller’s Office

Tuesday, November 19, 2021

IFB – Centre County Roof Replacement – Bid Opening– 10 AM – Board of Commissioners Meeting

Tuesday, November 30, 2021

IFB – Centre County Roof Replacement – Bid Award – 10 AM – Board of Commissioners Meeting

Tuesday, December 7, 2021

RFP – IT Managed Services – Contract Award – 10 AM – Board of Commissioners Meeting

XXII. ELECTION SCHEDULE

Tuesday, October 26, 2021

Last day to apply for a mail-in or civilian absentee ballot

Tuesday, November 2, 2021

Last day for County Boards of Elections to receive voted mail-in and civilian absentee ballots (must be received by 8 PM)

MUNICIPAL ELECTION

Wednesday November 3, 2021

First day to REGISTER after November election

Tuesday November 9, 2021

Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 PM on November 1)

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XXIII. QUESTIONS FROM THE PRESS

XXIV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:29 AM.

ATTEST:

Margaret N. Gray
Administrator