



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, October 22, 2019, 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 Centre County Board of Commissioners was called to order at 10:00 AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

### III. PUBLIC COMMENT

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

County personnel present included Brian Querry, Chad Joyce, Nick Barger, Mike Bloom, Natalie Corman, Kirsten Simkins, and Sue Hannegan.

Guests present included Michele Henry, Mark Lively, and Karen Blair.

Representatives from the news media included Chris Morelli, Marley Parish and Gary Sinderson.

CNET staff were present.

### IV. MEETING MINUTES

Minutes from the Tuesday, October 15, 2019 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from Tuesday, October 15, 2019.*

### V. ANNOUNCEMENT

Director of Veterans Affairs Brian Querry introduced Michele Henry of the Veterans Assistance Fund to announce the Give 'Em 5 Veterans Run/Walk. This annual event supports the Veterans Assistance fund, a local non-profit, that provides emergency funds to Centre County Veterans and their surviving spouses. This is the tenth year for the event, which will be held on Sunday, November 3 at the Bellefonte Middle School. Registration for the run/walk is \$20 per person. Food will be available for purchase from the local Boy Scouts and all proceeds will benefit the Veterans Assistance Fund.

VI. PROCLAMATION

Proclamation No. 34 of 2019 – Commissioner Higgins welcomed Karen Blair from the English Speaking Union, an organization that works to promote peace throughout the world through communication. The Central Pennsylvania Branch focuses on programs for high school students. Working with the State High Artists Residency Club, the English Speaking Union brings The Queen's Six, a six part male a capella group, to perform at the State College Area High School Auditorium. Performing last year at the royal wedding, these six Lay Clerks are traveling to the United States to perform in Pittsburgh, State College, and Philadelphia.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 34 of 2019 celebrating an international performance hosted by Students of the State High Artists Residency Club and the English Speaking Union Central Pennsylvania Branch at the State College High School Auditorium.*

VII. WEBSITE LAUNCH

Chief Information Records Officer Chad Joyce and Director of GIS Nick Barger announced that the Centre County Government website received a refresh, which will go live to the public tomorrow, October 23. Chad presented the new website and provided an overview of the new features. Commissioner Pipe said it looks much cleaner and easier to navigate. CivicPlus completed the refresh as part of the current contract; there were no additional costs to the County. Margaret expressed many thanks as this was a huge effort and very time consuming as Chad and Nick met with each department over several months to update over 400 pages.

VIII. INVITATION FOR BIDS

Capital Projects – Deputy Administrator Bob Jacobs provided an overview of the IFB for the Centre County Courthouse Renovations and Addition (General Trades, Plumbing and Fire Protection, Electrical) project. This includes upgrades to the second and third floors, a new bathroom, meeting rooms, the law library, and a new security vestibule. Upon review and recommendation with Architect Weber Murphy Fox, it is recommended the County enter into contract negotiations with JC Orr and Son for general trades, Joseph C. Hazel for plumbing and fire protection, and Stelco, Inc. for electrical construction. - Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to enter into contract negotiations for the IFB – Centre County Courthouse Renovations and Addition.*

IX. TRANSPORTATION FUNDING

Mike Bloom asked the Board to consider an allocation of \$110,000 of Fee for Local Use funding. The allocation is to be used as matching funds for two PennDOT Multimodal Transportation Fund grant applications being submitted in partnership with the SEDA COG Joint Rail Authority. Only the Milesburg project will be eligible for leverage with the Pennsylvania ROAD MaP program. Commissioner Pipe asked

about the grant cycle and Mike said SEDA COG is working with the municipalities to prepare their applications, which are due November 8, 2019.

- i. Port Matilda Borough is experiencing excessive runoff in and around the Joint Rail Authority Line, South High Street, the municipal building and several borough streets. The estimated project total is \$450,000, with proposed funding as follows: Multimodal Transportation Fund Grant \$330,000, SEDA COG Joint Rail Authority contribution \$60,000 and Centre County Fee for Local Use \$60,000 – Dept. 412.
- ii. Milesburg Borough is looking to replace three bridges, two under the rail line and the Railroad Street Bridge. The estimated project total is \$1,000,000, with proposed funding as follows: Multimodal Transportation Fund Grant \$700,000, SEDA COG Joint Rail Authority \$200,000, Milesburg Borough \$50,000, and Centre County Fee for Local Use \$50,000 – Dept. 412.

*Action: Add the Fee for Local Use allocation to next week's Consent Agenda.*

## X. CONTRACTS

A. Human Services – Natalie Corman presented the following Human Services items:

### i. Aging

1. Lease agreement with John and Tammy Myers for the Penns Valley Senior Resource Center. The contract total is \$40,784.64, which is Federally funded for the period of November 1, 2019 through October 31, 2022. The previous property owner Eli Stolfus recently sold the property to the Myers – Dept. 521.
2. Agreement with Kathleen Danley to teach and facilitate the Evidence Based Program “Enhanced Wellness” that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$15,000 annually and is State funded for the period of November 1, 2019 through June 30, 2021 – Dept. 521.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the lease agreement with John and Tammy Myers and the agreement with Kathleen Danley to next weeks' Consent Agenda.*

ii. MH/ID/EI – D&A – Commissioner Pipe inquired if any of the other counties within the region have taken action to move forward with the HealthChoices Behavioral Health Program. Natalie reported that we are one of the last counties to consider approval, those that remain are due to the way their meeting schedules align not concern with the agreement.

1. Ordinance 4 of 2019 – Approving an Intergovernmental Cooperation Agreement to (1) authorize a single primary contractor agreement with the Department of Human Services of the Commonwealth of

Pennsylvania for the HealthChoices Behavioral Health Program on behalf of this county and certain other counties identified in the Intergovernmental Cooperation Agreement; and (2) authorize a single primary contractor to enter into an agreement with a behavioral health managed care organization; and further (3) to provide for and authorize proper officers of this County to take all other required necessary, or desirable actions in connection with this Ordinance – Dept. 561.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Ordinance 4 of 2019.*

2. HealthChoices Single Contract Letter of Intent – Dept. 561.
3. Intergovernmental Cooperation Agreement among the 23 North Central Zone Counties that have accepted the Right of First Opportunity to bid to provide behavioral health services for their Medicaid recipients. Behavioral Health Alliance of Rural Pennsylvania (BHARP) will participate in the implementation and monitoring of the Department of Human Services (DHS) contract with a Behavioral Health Managed Care Organization Program for the HealthChoices Behavioral Health Program – Dept. 561.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Health Choices Single Contract Letter of Intent and Intergovernmental Cooperation Agreement.*

4. The Board previously approved Fiscal Year 2018-2019 Early Intervention Income and Expenditure Report however, the State requires re-approval due to a minimal line item change – Dept. 561.
5. State Opioid Response (SOR) funding for Fiscal Year 2019-2020. The County will receive an additional \$122,887 (\$122,095 Federal and \$792 State) funding for prevention and treatment services. This added funding will allow for enhanced SAP programs in the State College, Bellefonte, and Penns Valley School Districts. Total funding for the period of October 1, 2019 through September 30, 2020 is \$1,182,354, which is funded as follows: Federal \$732,179 and State \$435,175 and County \$15,000 (HSBG) – Dept. 562.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve MH/ID/EI – D&A items 4-5.*

6. Contract renewal with St. Francis University to provide intellectual disability services that include administration of National Core Indicator surveys, PFDS and IM surveys, and transition surveys. The contract total is \$33,025, which is State funded for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

7. Contract renewal with the Devereaux Foundation to provide intellectual disability services that include child residential services. The contract total is \$7,269, which is funded as follows: State \$6,934 and County \$335 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
8. Contract renewal with Quest Service, Inc. to provide drug and alcohol services that include case management, outpatient, intensive outpatient, and intervention. The contract total is \$40,000, which is funded as follows: State \$38,156 and County \$1,844 for the period fo July 1, 2019 through June 30, 2020 – Dept. 562.
9. Contract addendum with Central Intermediate Unit #10 to provide additional funds for the provision of early intervention services in the amount of \$4,000. This increases the contract total from \$12,000 to \$16,000, which is funded as follows: State \$14,400 and County \$1,600 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
10. Contract addendum with the Youth Service Bureau to provide additional funds for the provision of drug and alcohol prevention services in the amount of \$124,000. This increases the contract total from \$197,472 to \$321,472, which is funded as follows: State \$306,652 and County \$14,820 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add MH/ID/EI – D&A items 6-10 to next week's Consent Agenda.*

XI. LETTER OF SUPPORT

XII. POLICIES

Sue Hannegan and Director of Human Resources Kristen Simkins presented the following policies:

- A. Employee Status, which establishes classifications to identify employee status for the purpose of employment and benefit eligibility – Dept. 111.
- B. Merit Hire policy describes the process of attracting, selecting, promoting, and offering employment opportunities to qualified persons for positions – Dept. 111.
  - i. New Hire Process Flowchart – Dept. 111.
- C. Clearance Required for Safety Sensitive Positions requires that individuals being appointed to safety sensitive positions must obtain proper clearances in accordance with State and Federal laws and departmental policy – Dept. 111.
- D. Physical Examinations required where positions may entail potential strenuous physical effort or which may influence the safety of others – Dept. 111.

- E. Inspection of the Personnel File policy establishes the process to be used by an employee who wishes to review the contents of their file – Dept. 111.
- F. Equal Employment Opportunity policy ensures that legal and appropriate hiring and employment practices are afforded to all persons – Dept. 111.
  - i. EEO Information Survey – Dept. 111.
- G. Repeal
  - i. Change in Employment Status is now included in the Employee Status policy.
  - ii. Employment of Relatives is now included in the Merit Hire policy.
  - iii. Regular Part Time Employee Compensation is now included in the Employee Status policy.
  - iv. Simultaneous Employment is now included in the Merit Hire policy.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Policy items A-G to next week's Consent Agenda.*

XIII. CONSENT AGENDA

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

A. Human Services

i. Transportation

1. Purchase of a 2020 Ford F-350 4x4 Crew Cab truck from Tri-Star Ford of Tyrone, Inc. through the COSTARS program. The truck will be replacing the EMA Hazmat response vehicle. The vehicle will be purchased utilizing PEMA grant funds with a total cost of \$45,730 – Dept. 531.
2. Lease agreement with Jeff and Trudy Reese for the garage space located at 488 Old Curtin Road, Milesburg. The term of the lease is for ten months, commencing on November 1, 2019 through August 31, 2020 with monthly rental payments in the amount of \$2,000 – Dept. 531.

B. Risk Management – Purchase of a Heartsine AED and cabinet for the Train Station Office of the Bellefonte Intervalley Area Chamber of Commerce. The total cost of the purchase is \$1,345 and the Centre County Convention and Visitors Bureau will provide reimbursement for half the total cost - Dept. 112.

C. Mobile Device Usage – Dept. 111.

XIV. ADMINISTRATOR'S REPORT

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add item B. under contracts.*

B. The Retirement Board meeting scheduled for October 24, 2019 is rescheduled for October 30, 2019 at 10:00 AM. The meeting will be held in the Willowbank Office Building located at 420 Holmes Street, Bellefonte.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the Retirement Board meeting.*

XV. LIQUID FUELS

XVI. PRESENTATION

XVII. DISCUSSION ITEM

Commissioner Dershem provided an update on the operation of the Central Counties Youth Detention Center, which is adjacent to the Centre County Correctional Facility and is owned and operated by five counties: Centre, Clearfield, Clinton, Huntingdon, and Mifflin. The Center provides a safe and secure facility for children remanded by the Court for refractions of the law. It is the largest facility between Pittsburg and Philadelphia and serves approximately 15 counties within the region.

Recently, the Center started experiencing a challenge due to a movement from heroin to methamphetamine. When a child detoxes from this substance they have episodes that last over a period of several days. The Center is not equipped nor does it have coverage to provide medical coverage 24 hours per day 7 days per week. With more children entering the facility affected by this substance there is a struggle to find a safe and appropriate solution to care. Moving forward, they continue to have discussions with Judges in the region. Commissioner Dershem expressed many thanks to Centre County's President Judge Pamela Ruest for her efforts.

Commissioner Pipe said through the discussions, going forward, it is important to make sure that the partnerships with the other counties remain intact. The facility is designed for detention, not treatment and we will continue to work to find entities that can take these children for recovery. Commissioner Higgins offered compliments to staff and thanks to Commissioner Dershem for their efforts working through this challenge.

XVIII. ABC Appointment/Re-Appointment/Term Expiration/Resignation

*The citizens listed in the table below have offered their time and energy to serve on the indicated authorities, boards or committees.*

| ABC                                  | Name          | Action      | Term               |
|--------------------------------------|---------------|-------------|--------------------|
| Agricultural Land Preservation Board | Norm Lathbury | Appointment | 10/22/19 – 8/31/20 |

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC appointment.*

XIX. CHECK RUN

Check run in the amount of \$1,132,546.48 dated October 18, 2019.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated October 18, 2019.*

XX. C-NET REQUESTS

XXI. RECOGNITION

XXII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem provided the final voter registration report before the Municipal Election. There are 108,910 registered voters in Centre County. The precinct of the week is Haines Township #54 with 739 registered voters. In the primary election there were 243 ballots cast for a voter turnout of 32.88%.

B. Announcements

XXIII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XXIV. PUBLIC MEETING SCHEDULE

Tuesday, October 22, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, October 24, 2019

BOC/Salary Board - 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, October 29, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, October 31, 2019

Finance Committee - 9:00 AM - Room 146WB

BOC/Salary Board - 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, November 5, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, November 7, 2019

BOC/Salary Board - 10:00 AM - Room 146WB



XXV. BID / PROPOSAL SCHEDULE

Tuesday, October 22, 2019

Contract Award – IFB Courthouse Renovations and Addition

Friday, November 15, 2019

Deadline for Submission of Proposals – RFP CCCF Comprehensive Healthcare Services

Tuesday, November 19, 2019

Opening of Proposals – RFP CCCF Comprehensive Healthcare Services

Tuesday, December 10, 2019

Contract Award – RFP CCCF Comprehensive Healthcare Services

XXVI. ELECTION ANNOUNCEMENTS

Tuesday, October 29, 2019

Last day to apply for a civilian absentee ballot.

Friday, November 1, 2019

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, November 5, 2019

MUNICIPAL ELECTION

Wednesday, November 6, 2019

First day to register after November Election.

Tuesday, November 12, 2019

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 4).

XXVII. QUESTIONS FROM THE PRESS

XXVIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 11:19 AM.

ATTEST:

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Margaret N. Gray  
Administrator