



BOARD OF COMMISSIONERS' MINUTES

Thursday, November 14, 2019, 10:00 A.M.

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

I. CALL TO ORDER

Commissioner Michael Pipe called the public meeting of the Centre County Board of Commissioners to order at 10:07 AM on November 14, 2019.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator Margaret Gray, Controller Chuck Witmer, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resources Analyst Geri Sorgen.

County personnel present included Dale Neff, Dave Lomison, Linda Marshall, and Travis Walker.

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, October 31, 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 Thursday, October 31, 2019.

IV. ACTION ON PERSONNEL ITEMS

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items A-C.

- A. Correctional Facility – Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #105, non-exempt, replacing A. Long), at SG-N10, effective November 14, 2019, pay period 24 – Dept. 333.
- B. Children & Youth Services – Consider approval of the personnel requisition for full-time Casework Supervisor-C&YS, C&YS, (p.c. #34, exempt, replacing C. Rockey), at SG-S54, effective retro to November 12, 2019, pay period 24 – Dept. 511.
- C. Emergency Communications 911 – Consider approval of the personnel requisition for full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #20, non-exempt, replacing E. Garis), at SG-N09, effective November 14, 2019, pay period 24 – Dept. 354.

- D. Human Resources – Director of Human Resources Kristen Simkins reported an employee complement of 561 employees. There were 10 new hires, 6 separations, and a turnover rate of 1.08% for the month of October.

V. REPORT ON JUDICIAL PERSONNEL ITEMS

Revision for Adam J. Boreman at SG-N15A(01)--\$18.89/hour, effective November 18, 2019, pay period 24. President Judge Pamela A. Ruest is appointing Mr. Boreman to full-time School Based Juvenile Probation Officer-PO2, Probation, (p.c. #24, non-exempt, replacing B. Lewis).

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

- A. Prothonotary Debra Immel has approved the personnel requisition for full-time First Deputy Prothonotary, Prothonotary, (p.c. #15, non-exempt, replacing J. Breon), at SG-S46, effective November 12, 2019, pay period 24.
- B. Prothonotary Debra Immel has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #14, non-exempt, replacing J. Confer), at SG-N08, effective November 12, 2019, pay period 24.

VII. NON PERSONNEL ITEMS

- A. Housing – Linda Marshall presented a mortgage satisfaction piece for Karin Graham for the premises located at 121 Honeysuckle Drive, Boalsburg. Linda added that there have been 14 mortgages approved this year, which is the highest amount since 2006 – Dept. 815.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the mortgage satisfaction piece for Karin Graham.

- B. Administrator Margaret Gray provided an overview of the National Prescription Opiate Litigation. All counties and municipalities are included as a member of the negotiation class by default. If Centre County chooses to opt out, notification must be provided by November 22. The matter was reviewed by the Board with the County Solicitor and Commission Pipe recommended remaining a member. If the County should choose, they can opt out at a future time.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve County participation as a member of the Negotiation Class certified in the National Prescription Opiate Litigation.

- C. Administrator Margaret Gray provided an update on Centre County's participation in a cost sharing agreement with the Centre County Council of Governments. The scope is enlarging to include CATA and the Housing Authority, so the agreement is being revised. This item is expected to be on a December agenda for further consideration.

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- D. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Item D – Legal Notice for advertisement of the Board of Elections Meeting to be held on November 22. On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the Legal Notice – Dept. 131.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION REPORT

X. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:18 AM.

ATTEST

Margaret N. Gray
Administrator