



## BOARD OF COMMISSIONERS MINUTES

Tuesday, November 28, 2023 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:03 AM by Chair of the Board Mark Higgins.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Faith Ryan, Deputy Administrator Natalie Corman, Liz Lose, Ray Stolinas, Chris Schnure, Krista Davis, Ryan Smeltzer, Warden Glenn Irwin and Deb Smeal.

Guests present included Doug Meyer, Jeannie Lozier and Julie Harshberger.

Representatives from the news media included Maria Cade and Gary Sinderson.

C-NET staff were present.

### III. PUBLIC COMMENT

There were no comments received from the public.

### 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 held on November 14, 2023.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meeting held on November 14, 2023.*

### VI. RESOLUTION

Resolution 23 of 2023 – Jeannie Lozier asked the Board to approve a Resolution to support projects in the public interest from revenues through the Commonwealth Financing Authority (CFA) within the Commonwealth of Pennsylvania. The Local Share Account Statewide grants are distributed through the Department of Community and Economic Development. Centre County Board of Commissioners are requesting a Statewide Local Share Assessment grant of \$83,390 from the Commonwealth Financing Authority to be used for the Strawberry Fields, Inc.

Jeannie stated the County has been the longest partnership in their 51 years of existence.

Jeannie stated their current van needs replaced, especially to help accommodate transportation services for specialized wheelchairs for individuals at Strawberry Fields.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 23 of 2023.*

VII. AMENDED RESOLUTIONS

Resolutions 24, 25 & 26 of 2023 – Natalie Corman asked the Board to amend Resolutions 20, 21 and 22 of 2023 to include two officials for authority to execute all documents and agreements as required by the Department of Community and Economic Development grant applications.

Natalie stated Administrator John Franek Jr. will be added as the second signatory for the Amended Resolutions.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolutions 24, 25 and 26 of 2023.*

VIII. CONTRACTS – AUTHORIZATION

- A. Coroner – Deb Smeal asked the Board to approve a grant renewal with the Pennsylvania Department of Health (DOH), Office of Drug Surveillance and Misuse Prevention (ODSMP), which will obtain coroner reports and toxicology reports for overdose deaths in the time period of July 1, 2023 to December 31, 2023 in Centre County. The agreement allows up to a \$10,000 grant reimbursement to the County which will be paid in two \$5,000 increments, one in March 2024 and another in August 2024 – Dept. 212.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Grant renewal with the Pennsylvania Department of Health to next week's Consent Agenda.*

- B. Centre County Correctional Facility – Warden Glenn Irwin asked the Board to approve the contract template for an Intergovernmental Housing Agreement for the rate of \$75/day per inmate for surrounding Counties for the period of December 5, 2023 to December 31, 2024 – Dept. 333.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Intergovernmental Housing Agreement template to next week's Consent Agenda.*

- C. Probation – Ryan Smeltzer asked the Board to approve a grant agreement renewal for the Juvenile Probations Services Grant between the Commonwealth of Pennsylvania, acting through the Juvenile Court Judges' Commission. The Grant will assist with staff salaries and is estimated at \$104,043 for the period of July 1, 2023 to June 30, 2024 – Dept 305.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the grant agreement renewal for the Juvenile Probation Services Grant to next week's Consent Agenda.*

- D. Risk Management – Krista Davis asked the Board to approve a contract termination with McGarvey's Janitorial Service. This is a 30-day termination notice with McGarvey's Janitorial Service that has provided the Philipsburg MDJ Office with cleaning services for the period of March 1, 2022 to December 31, 2023 – Dept. 112.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract termination with McGarvey's Janitorial Service.*

E. Planning and Community Development

- i. Chris Schnure asked the Board to approve the Memorandum of Understanding (MOU) for the "Final Land Development Plan – Etters HVAC Office & Storage Building"; CCPCDO File No. 153-23. This proposal constitutes a Final Plan submission showing a 5,760 square foot office and storage building for Etters HVAC along with corresponding infrastructure (i.e., stormwater management, parking, etc.) located along the western boundary of Crosswinds Drive (T-340) in the Airport Park Subdivision in Benner Township – Dept 151.
- ii. Ray Stolinas asked the Board to approve a grant agreement renewal with Pennsylvania Department of Environmental Protection PA DEP) for the 2024 Mosquito-borne Disease Control Program. The contract total is \$85,663 for the period of January 1, 2024 to December 31, 2024 – Dept 151.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Planning and Community Development items i-ii to next week's Consent Agenda.*

Human Services

F. MH/ID EI- D&A

Faith Ryan asked the Board to approve the following items:

- i. Consider approval of the linkage agreement with Peerstar, LLC. This agreement is mandated by OMHSAS Bulletin 22-08, which requires that Peerstar, LLC has linkage agreements in place with agencies in counties where Peerstar, LLC provides contracted services. This assures that there will be collaboration between the two agencies to provide care in the event that there is a mutual client. There is no cost with the agreement for the period of July 1, 2023 to June 30, 2024 – Dept 561.
- ii. Contract renewal with Centre County Youth Service Bureau to provide mental health services including housing support, family support services, Student Assistance Program services and CASSP. The contract total is \$134,032 funded as follows: State \$127,853 and County Match \$6,179 for the period of July 1, 2023 to June 30, 2024 – Dept 561.
- iii. Contract renewal with Eagle Ridge Personal Care Home, LLC to provide mental health housing support services including supported living. The contract total is \$43,800 funded as follows: State \$41,780 and County Match \$2,020 for the period of July 1, 2023 to June 30, 2024 – Dept 561.
- iv. Contract renewal with St. Francis University to provide intellectual disability services including National Core Indicator surveys, QA&I and IM surveys. The contract total is \$36,712 funded as follows: State \$36,712 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

- v. Contract renewal with the Centre County Youth Service Bureau to provide drug and alcohol services including performance-based prevention services. The contract total is \$544,352 funded as follows: State \$108,058, Federal \$431,090 and County Match \$5,204 for the period of July 1, 2023 to June 30, 2024 – Dept 562.

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

IX. LIQUID FUELS – FEE FOR LOCAL USE

- i. Liz Lose asked the Board to approve the 2024 County Liquid Fuels Program and Fee for Local Use Allocations – Dept. 411/412.

Liz stated all of the funding for the projects are pulled from Fee for Local Use, Liquid Fuels and Act 13 funding sources. Projects are evaluated on need, safety, Municipal contribution and last allocation year. The total Liquid Fuels funding budgeted for 2024 Program is \$170,000 and the total Fee for Local Use held in reserve for the Bridge Replacement to be allocated in June 2024 is \$663,058.66. The Liquid Fuels recommendations for 2024 include funding for Howard Township, Huston Township and Penn Township projects totaling \$187,565. The 2024 Fee for Local Use recommendations are funding for Bellefonte Borough, Centre Hall Borough, Snow Shoe Township totaling \$75,000. The Bridge replacements would also be allocated with Fee for Local Use funds in 2024.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the 2024 Liquid Fuels and Fee for Local Use allocations to next week's Consent Agenda.*

X. CONSENT AGENDA

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

- A. Centre County Correctional Facility - Contract Addendum with Oasis Management Systems, Inc. for the Commissary Agreement that states no more than three menu price increases will occur per year. The remainder of the agreement will remain the same. There is no monetary change in the contract for the time period of November 28, 2023 to January 30, 2024. The main agreement will automatically renew January 31, 2024 for another one-year period – Dept. 333.
- B. Information Technology Service
  - i. Contract with Net 3 Technology, Inc. to provide a disaster recovery environment. The contract is for three years, for a total of \$147,245.88. This includes a one-time fee of \$750 and a monthly fee of \$4,069.33. The contract total is \$147,245.88 for the period of December 1, 2023 to November 30, 2026 – Dept. 142.
  - ii. Contract with CivicPlus to provide service through Monsido to ensure our website is compliant with ADA and accessible to all users. This software regularly scans our website for changes, flagging potential issues to help maintain compliance. The contract total is \$6,378 for the period of November 1, 2023 to June 30, 2024 – Dept. 142.
  - iii. Contract with Apple Developer Program, under enrollment ID 8L7RDR96U9 to provide a program needed to create the Prothonotary application but will be an account for any Centre County Government applications that are developed on this platform. There is

no fees associated with the program for the period of November 1, 2023 to October 31, 2024 – Dept. 142.

- iv. Contract with Google, LLC to create a Google Developer account. This program is needed to create the Prothonotary application but will be an account for any Centre County Government applications that are developed on this platform. There is a one-time fee of \$25. The contract total is \$25 for the period of November 1, 2023 to October 31, 2024 – Dept. 142.
- v. Contract renewal with LinkedIn Corporation to provide LinkedIn Learning. The software provides a learning management platform with over 15,000 individual courses for employee growth and professional development. The two-year contract total is \$72,600 which will be annually at \$36,300 for the period of January 1, 2024 to December 31, 2025 – Dept. 142.

#### Human Services

##### C. Children & Youth Services

- i. Letter of Agreement with Skills of Central PA to provide a comprehensive working relationship between our agencies and community resources. There are no costs associated with this agreement – Dept. 511.
- ii. Contract with Valley Youth House to provide foster care/residential services for dependent/delinquent youth. The contract total is \$30,000 funded as follows: State \$24,000 and County Match \$6,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.

-----END OF CONSENT-----

#### XI. CHECK RUN

Check run in the amount of \$1,558,731.19 dated November 22, 2023.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated November 22, 2023.*

#### XII. LETTER OF SUPPORT

- i. Doug Meyer asked the Board to approve a Letter of support for Nittany Performing Arts Center Board of Directors submission of a grant through the DCED Local Share Account.

Doug stated they were founded in 2017 and the grant would help fund the architectural rendering of the parking garage, the performing arts center and the rooftop terrace. The theatre that would seat 800 individuals as well as another smaller 200-seat theatre. Doug stated the grant would be requesting \$800,000 or more for the funding of Nittany Performing Arts Center.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for Nittany Performing Arts Center Board of Directors.*

#### XIII. ADMINISTRATOR'S REPORT

Administrator John Franek Jr. stated the contractor is mobilizing as well as the detour is in place at the Courthouse for the retaining wall project and test soil nails will be

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starting.

XIV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 100,826 registered voters in Centre County. The Precinct of the week is Precinct #35 Unionville Borough. In the last Election there were 202 registered voters with 78 ballots cast for a voter turnout of 38.61%.

B. Announcements

XV. EXECUTIVE SESSION REPORT

XVI. PUBLIC MEETING SCHEDULE

Thursday, November 30, 2023

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, December 5, 2023

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11 AM – Willowbank 146

Employee Benefits Trust – 3 PM – Willowbank 146

XVII. QUESTIONS FROM THE PRESS

XVIII. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously adjourn the meeting at 10:50 AM.

ATTEST: \_\_\_\_\_

John Franek Jr.

Administrator