



BOARD OF COMMISSIONERS' AGENDA

Tuesday, March 17, 2020, 10:00 A.M.

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

IV. MEETING MINUTES

Minutes from the Tuesday, March 10, 2020 Board of Commissioners' meeting.

Action: *APPROVE the minutes from the Tuesday, March 10, 2020 Board of Commissioners' meeting.*

V. PROCLAMATION

Proclamation 2 of 2020 – Proclaiming March 15-22, 2020 as Pennsylvania 4-H Week in Centre County.

Action: *ADOPT Proclamation 2 of 2020.*

VI. PRESENTATION

Courthouse Renovations Project Update

VII. COVID-19 PLANNING AND RESPONSE

A. Update from the County Administrator

B. Amendment to the Public Meeting Rules adopted on January 6, 2020.

Action: *ADOPT the amended Public Meeting Rules.*

C. Employee Leave Directive

Action: *APPROVE the COVID-19 Employee Leave Directive.*

- D. Allocation of contingency funds to provide for COVID-19 response, not to exceed \$10,000.

Action: *Authorize Administrator Margaret Gray to expend funds.*

VIII. GRANTS

- A. Criminal Justice Planning - Application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Byrne Justice Assistance Grant – Dept. 306.

Action: *Add the grant application to PCCD to the March 19 Consent Agenda.*

- B. Planning –Assignment Agreement with Northwest Bank, Centre County Grange Encampment and Fair, Pomona Grange #13, and Patrons of Husbandry to allow reimbursement of funds from the Office of Budget, Redevelopment Capital Assistance Program for construction of the Grange Park Equine Center project. Total reimbursement is \$1,210,689. This agreement is for the period of November 22, 2019 through September 30, 2024 – Dept. 151

Action: *ACKNOWLEDGE the assignment agreement.*

IX. CONTRACTS

- A. Correctional Facility – Intergovernmental housing agreement with Franklin County. The contract rate is \$65 per day for the period of January 1, 2020 through December 31, 2020 – Dept. 333.

Action: *Add the intergovernmental agreement with Franklin County to the March 19 Consent Agenda.*

- B. Court Administration

i. PA Rule of Judicial Administration 701(a) and Act 37 of 2007 Senior Judge Chambers and Support Staff: Application for Senior Judge Reimbursable Costs application to the Administrative Office of Pennsylvania Courts (AOPC) for reimbursable costs incurred in calendar year 2019. Reimbursements requested are for staff support \$8,108 and facilities \$630 which totals \$8,738 in 2019 – Dept. 271

ii. Court Interpreter Services Grant application to the Administrative Office of Pennsylvania Courts (AOPC) for language access reimbursable costs incurred in calendar year 2019. Reimbursements requested are for courtroom interpreters \$48,514.23 and telephone interpreting services \$1,316.25 which totals \$49,830.48 in 2019 – Dept. 271.

Action: *Add submission of the reimbursement applications to the March 19 Consent Agenda.*

- C. Information Technology Services – Contract renewal with Egnyte to renew licensing for secure cloud file sharing and storage. The contract total is \$23,760 for the period of March 28, 2020 through March 27, 2021 – Dept. 142.

Action: *Add the contract renewal with Egnyte to the March 19 Consent Agenda.*

X. CONSENT AGENDA

A. Commissioners – Cost sharing agreement with Centre Region Council of Governments, College Township, Ferguson Township, Halfmoon Township, Harris Township, Patton Township, State College Borough, State College Borough Water Authority, Centre County Recycling and Refuse Authority, College Township Water Authority, Centre Area Transportation Authority, Centre County Housing Authority, Centre Hall Potter Sewer Authority, State College Area School District for energy consultant procurement. The agreement is contingent upon the approval of each of the respective Boards and Councils of the Parties, and shall remain in full force and effect for a period of 24 months after a contract is entered into with the energy consultant amount for Centre County's share not to exceed \$4,238 – Dept. 111.

B. Human Services

MH/ID/EI – D&A – Letter of Agreement with Peerstar LLC to establish reciprocity for referrals. There is no cost for this contract for the period of March 17, 2020 through March 16, 2021 – Dept. 521.

C. Information Technology Services

i. Contract with Stericycle to provide secure on-site document shredding. The estimated average monthly cost is \$1,100 and not to exceed \$19,000 for 2020. This contract is for the offices of MH/ID, Sheriff, Courthouse, Courthouse Annex, Transportation, MDJ Bellefonte, Willowbank Building, Records Management, and Correctional Facility for the period of April 1, 2020 through March 31, 2023 with rate increases not to exceed more than 7% annually – Dept. 143.

ii. Contract with SHI International to provide VMware license and support for Emergency Communications. The contract total is \$24,573.07, which includes a one-time expense of \$20,641.56 and the annual cost of \$3,931.51 for the period of May 6, 2020 through May 5, 2021 – Dept. 142.

D. POLICIES

i. Identity and Access Management

1. New User Set Up Form – ITS
2. Departing Employee Set Up Form - ITS

ii. Patch Management

XI. LIQUID FUELS

XII. FEE FOR LOCAL USE

XIII. PRESENTATION

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XIV. DISCUSSION ITEMS

XV. CHECK RUN

Check run in the amount of \$1,333,754.05 dated March 13, 2020.

Action: *APPROVE the check run dated March 13, 2020.*

XVI. C-NET REQUESTS

XVII. RECOGNITION

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

XIX. EXECUTIVE SESSION REPORT

XX. PUBLIC MEETING SCHEDULE

Tuesday, March 17, 2020

BOC Meeting- 10:00 AM - Room 146WB

Board of Elections Work Session - 1:00 PM - Room 146WB

Thursday, March 19, 2020

Prison Board of Inspectors - 8:00 AM - CCCF

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

Tuesday, March 24, 2020

BOC Meeting- CANCELLED

Thursday, March 26, 2020

Finance Committee - 9:00 AM - 146WB

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

Retirement Board - 11:00 AM - 146WB

XXI. BID / PROPOSAL SCHEDULE

Friday, April 3, 2020

RFP - Mountain Top Activity Center - Responses Due

Tuesday, April 7, 2020

RFP - Mountain Top Activity Center - Opening

Tuesday, April 20, 2020

RFP - Mountain Top Activity Center - Contract Award

XXII. ELECTION ANNOUNCEMENTS

Monday, April 13, 2020

Last day to REGISTER before the primary.

Tuesday, April 21, 2020

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

Tuesday, April 28, 2020

GENERAL PRIMARY

Last day for County Board of Elections to receive voted mail-in and civilian absentee ballots.

Must be received by 8PM.

XXIII. QUESTIONS FROM THE PRESS

XXIV. ADJOURNMENT