



## BOARD OF COMMISSIONERS' AGENDA

Thursday, August 13, 2020, 10:00 A.M.

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

---

I. CALL TO ORDER

II. 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.

III. MEETING MINUTES

Minutes from the Thursday, July 30, 2020 and August 6, 2020 Board of Commissioners' Meeting.

**Action:** *APPROVE the minutes from July 30, 2020 and August 6, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

A. Personnel

Tax Assessment - Consider approval of the reinstatement of Gerald Dann, Senior Advisor, from on-call/occasional furlough to on-call/occasional status effective August 24, 2020, pay period 18 - Dept. 121

V. PRESENTATION

Ordinance 1 of 2019 Airbnb Hotel Room Tax - Report

VI. PERSONNEL ITEMS

- A. Aging -- Consider approval of the appointment for Maria L. Krug, full-time Aging Care Manager 2, Aging, (p.c. #31, non-exempt, new), at SG-N12A(01)--\$16.36/hour, effective August 31, 2020, pay period 19. Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2020 \$14,111, annualized salary impact for 2021 \$7,976 - Dept. 521.
- B. Emergency Communication 911 -- Consider approval of the personnel requisition for full-time Director of Emergency Communications, Emergency Communications, (p.c. #01, exempt, replacing D. Neff), at SG-S58, effective August 13, 2020, pay period 17--Dept. 354.

**BOARD OF COMMISSIONERS' AGENDA**

**THURSDAY, AUGUST 13, 2020**

**PAGE 2**

C. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Records Specialist-CCCF, Correctional Facility, (p.c. #137, non-exempt, replacing C. Woodring-Shearer), at SG-N09, effective retro to August 10, 2020, pay period 17- Dept. 333.
- ii. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #104, non-exempt, replacing L. Spyker), at SG-N10, effective August 10, 2020, pay period 17- Dept. 333.
- iii. Consider approval of the personnel requisition for full-time Kitchen Supervisor, Correctional Facility, (p.c. #122, non-exempt, replacing J. Kephart), at SG-N08, effective August 10, 2020, pay period 17- Dept. 333.
- iv. Consider approval of the personnel requisition for temporary on-call/occasional Senior Advisor, Correctional Facility, (p.c. #138, non-exempt, new), at SG-N09, effective August 13, 2020, pay period 17- Dept. 333.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

A. Human Services

i. Children and Youth Services

1. Fiscal Year 2021 - 2022 Children and Youth Needs Based Budget- Dept. 511.
2. Child Welfare Information System Data Sharing Agreement for the period of October 1, 2020 through September 30, 2021 - Dept. 511.
3. Quarterly report for the period of April 1, 2020 through June 30, 2020 - Dept. 511.

**Action:** *Add the FY 2021-2022 Children and Youth Needs Based Budget to Thursday's Consent Agenda.*

- B. Elections - Agreement with Midwest Presort Mailing Services, Inc. for the provisioning of presort services required to support and sustain first class daily letter and flats processing for the 2020 General Election - Dept. 131.

**Action:** *APPROVE the agreement with Midwest Presort Mailing Services, Inc.*

- C. Facilities Management - Purchase and installation of blinds in Court facilities by Top to Bottom Interiors. Total cost is \$2,336 - Dept. 151.

**Action:** *APPROVE the purchase and installation by Top to Bottom Interiors.*

**BOARD OF COMMISSIONERS' AGENDA**

**THURSDAY, AUGUST 13, 2020**

**PAGE 3**

X. LETTER OF SUPPORT

Letter of Support for the Central Pennsylvania Institute of Science and Technology's Community Facilities Direct Loan Request from the U.S. Department of Agriculture to support construction of the health sciences building – Dept. 111.

**Action:** *APPROVE the letter of support.*

XI. POLICIES

XII. DISCUSSION ITEMS

Jana Marie Foundation use of the Courthouse Steps

XIII. EXECUTIVE SESSION REPORT

XIV. QUESTIONS FROM THE PRESS

XV. ADJOURNMENT