



BOARD OF COMMISSIONERS' MINUTES

Tuesday, June 16, 2020, 10:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, and Administrator Margaret Gray.

County personnel present included Sheriff Bryan Sampsel, Faith Ryan and Tom Martin.

Representatives from the news media included Evan Hinkley and Gary Sinderson.

CNET staff were present.

III. MEETING MINUTES

Minutes from the Tuesday, June 9, 2020 Board of Commissioners' meeting.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the June 9, 2020 Board of Commissioners' meeting.*

IV. COVID-19 PLANNING AND RESPONSE

A. COVID-19 County Relief Block Grant Application

On May 28, Pennsylvania Legislature passed legislation that would distribute a portion of Pennsylvania's share of the CARES act money to counties.

On June 11, the Pennsylvania Department of Community and Economic Development gave announcing a grant to distribute CARES act money. The potential allocation for Centre County is \$14,664,804. The County must submit an application by Wednesday, June 17, 2020. Administrator Margaret Gray outlined eligible areas for funding. The Board of Commissioners is holding a series of public work sessions to receive suggestions and feedback from the community.

Commissioner Higgins reported on organizations and businesses that could use assistance during the COVID-19 pandemic. He offered his thanks to County staff who have dedicated their time to working on the application.

Commissioner Dershem suggested that the Board consider creating an employee position to track expenses and ensure they qualify for the grant. The grant should be used to help mitigate the impacts of the COVID crisis on mental health, human

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services, and education. He would like to steward the funds to make the biggest impact in Centre County communities. He also encouraged the Board to collaborate with Penn State to confirm that they have the resources needed to work through the next few months with the potential of students returning.

There were no comments or questions received from the public. Commissioner Pipe reminded citizens that the Board will meet at 4 PM this afternoon for a public work session related to the grant application. During that meeting the Board will take action to approve submission of the application.

B. Personnel

V. CONTRACTS

A. Human Services

i. MH/ID/EI

1. Contract Addendum with Strawberry Fields, Inc. to allow for funds to provide additional community residential services and housing support services in the amount of \$55,000 increasing the contract maximum from \$1,134,201 to \$1,189,201, which is funded as follows: State \$1,134,479 and County \$54,722 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
2. Contract Addendum with Community Residential Services to provide additional community residential services in the amount of \$65,000 increasing the contract maximum from \$489,759 to \$554,759, which is funded as follows: State \$529,185 and County \$25,574 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the addendum with Strawberry Fields, Inc. and Community Residential Services to next week's Consent Agenda.*

- B. Risk Management - Volunteer accident policy renewal through Berkley Accident and Health Insurance. The total cost is \$8,275 for the period of July 1, 2020 through July 1, 2021 – Dept. 112.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the policy renewals with Berkley Accident and Health Insurance to next week's Consent Agenda.*

VI. GRANTS

A. Human Services

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i. Adult Services

Director Faith Ryan introduced the rental assistance relief funding available through CARES. To be eligible, families would need to demonstrate a 30% loss of income or be waiting for unemployment..

1. Resolution 14 of 2020 – A Resolution authorizing the submission of a letter of intent to the Pennsylvania Housing Finance Agency (PHFA) for rental assistance relief funding through CARES – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 14 of 2020.*

2. Submission of a letter of intent for the Pennsylvania CARES Rent Relief Program to the Pennsylvania Housing Finance Agency (PHFA), requesting a total allocation TBD by PHFA at a later date. This program will support residents who have been struggling to pay rent because of unemployment, or at least 30% loss of total income due to the COVID-19 pandemic. - Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve submission of letter of intent to PHFA.*

- B. Planning – Administrator Margaret Gray asked the Board to approve the execution of revised financial documents for the Redevelopment Assistance Capital Project (RACP) funding for the Centre County Grange Park Equine Center Expansion project, completed in August 2019 – Dept. 151.

- i. RDA-300 and RDA-301 Forms outlining the funding sources for Phase I of the Redevelopment Assistance Capital Project – Dept. 151.
- ii. RDA-300 and RDA-301 Forms outlining the funding sources for Phase II of the Redevelopment Assistance Capital Project – Dept. 151.
- iii. RDA-300 and RDA-301 Forms outlining the funding sources for all phases of the Redevelopment Assistance Capital Project – Dept. 151.
- iv. Assignment Agreement between the Centre County Grange Encampment and Fair/Centre County Pomona Grange #13, Patrons of Husbandry and Northwest Bank. The County has served as a pass-through Economic Development Agency to receive and administer the RACP funding for the project in an amount not to exceed \$1,226,088. The County has served as a pass-through agency for the purposes of receiving and distributing RACP funding – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the revised RACP documents.*

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VII. CONSENT AGENDA

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

- A. GIS- Contract renewal with ESRI, Inc. to provide technical support and software upgrades. The contract total is \$23,740 for the period of August 22, 2020 through August 21, 2021 – Dept. 155.
- B. Human Services
 - i. MH/ID/EI
 - 1. Memorandum of Understanding with Journey Center, LLC to facilitate coordination of care and/or interagency referrals to provide mental health care for Centre County residents. There is no cost for the agreement for the period of May 20, 2020 through May 20, 2025 – Dept. 561.
- C. Information Technology Services – Amendment to the contract with Pentamation Enterprises, Inc. to provide application software and services. This amendment is to migrate from FinancePLUS software to Superior's cloud-based Finance Pro Advanced SaaS subscription. There is a one-time project cost that is not to exceed \$72,000. The contract is \$48,265 per year for a total of \$313,325 with an annual increase not to exceed 5% for the period of July 1, 2020 through June 30, 2025 – Dept. 142.
- D. Resolution 13 of 2020 – Adopting a Fair Housing Policy, making known the County's commitment to the principle of Fair Housing, and describing actions it shall undertake to further fair housing – Dept. 815.

VIII. LETTER OF SUPPORT

IX. ADMINISTRATOR'S REPORT

X. LIQUID FUELS

XI. FEE FOR LOCAL USE

XII. DISCUSSION ITEMS

XIII. CHECK RUN

Check run in the amount of \$1,004,773.65 dated June 12, 2020.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated June 12, 2020.*

XIV. C-NET REQUESTS

XV. RECOGNITION

XVI. REPORTS - ANNOUNCEMENTS

- A. Voter Registration Report

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B. Announcements

XVII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XVIII. PUBLIC MEETING SCHEDULE

Tuesday, June 16, 2020

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

Thursday, June 18, 2020

Board of Commissioners Meeting- 10:00 AM - Virtual

Tuesday, June 23, 2020

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

Thursday, June 25, 2020

Finance Committee - 9:00 AM - Virtual

BOC/Salary Board Meeting- 10:00 AM - Virtual

Retirement Board Meeting - 11:00 AM - Virtual

XIX. BID / PROPOSAL SCHEDULE

XX. ELECTION ANNOUNCEMENTS

XXI. QUESTIONS FROM THE PRESS

A. Evan Hinkley

i. What does the Board need to decide today in regards to the COVID Relief Block Grant?

ii. What are the Commissioners' top list of things that have to be covered by the COVID Relief Block Grant?

B. Gary Sinderson

i. Will the rental assistance funding be available to parents of Penn State students?

ii. When will the Primary Election count be finalized?

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:53 AM.

ATTEST:

Margaret N. Gray
Administrator