



## BOARD OF COMMISSIONERS' MINUTES

Thursday, March 26, 2020, 10:00 A.M.

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

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### I. CALL TO ORDER

Commissioner Michael Pipe convened the Board of Commissioners meeting at 10:03 AM on Thursday, March 26, 2020.

In attendance were Commissioner Chair Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith and Director of Human Resources Kristen Simkins.

County personnel present included Controller Jason Moser, Treasurer Colleen Kennedy, Dale Neff, Prothonotary Jeremy Breon.

Representatives from the news media included Gary Sinderson.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. MEETING MINUTES

Minutes from the Thursday, March 19, 2020 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, March 19, 2020.*

### IV. NON PERSONNEL ITEMS

- A. Emergency Communications –Director Dale Neff explained that Act 12 of 2015 established funding for public safety answering points (PSAPs) across the Commonwealth. Yearly the fund totals around \$315 million with 98% of the funds disbursed to PSAPs. The funding is disbursed quarterly with 15% set aside by the Pennsylvania Emergency Management Agency (PEMA) for infrastructure and hardware. At the end of 2019, there was about \$18 million of surplus in the set aside fund. That money was distributed to counties and cities. Centre County received additional 9-1-1 Surcharge Funds from the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$170,113.90 in accordance with Act 12 of 2015 – Dept. 354.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board unanimously acknowledged receipt of additional 9-1-1 Surcharge Funds from PEMA.*

- B. Treasurer – Treasurer Colleen Kennedy reviewed the CourtFunds Card Program Agreement with Rapid Financial Solutions to initiate a debit card payment system for juror payments. Estimated annual cost is \$1,176. This agreement is an ACH authorization. Currently the jurors are paid by check, this will allow for payment by debit card instead. This should be implemented for the June jury selection - Dept. 124.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the agreement with Rapid Financial Solutions to the Tuesday, March 30 Consent Agenda.*

- C. Capital Projects Administrator Margaret Gray presented the following items:

- i. First Energy Interconnection Agreement with West Penn Power to connect and operate the customer-generator facility, the County's solar array at the Correctional Facility. Following the Commissioners approval, it can take up to 30 days to receive approval to start generating solar credits. The agreement has been reviewed by the County Solicitor with no suggested revisions – Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the First Energy Interconnection Agreement with West Penn Power.*

- ii. Solar Alternative Energy Credit/Certificate Aggregator Agreement between Solar Renewable Energy, LLC (“Aggregator”) and the County of Centre (“Owner”). Within thirty (30) day of receipt of payment, Aggregator will pay Owner the full amount of any payment received from the Buyer less a \$2.00 per SREC (Solar Renewable Energy Credit) transaction fee. The term of this agreement commences on the Effective Date and ends one year after the effective date, automatically renewing annually unless 90 day notice is provided – Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Solar Alternative Energy Credit/Certificate Aggregator Agreement with Solar Renewable Energy, LLC to the Tuesday, March 30 Consent Agenda.*

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add item C. iii.

- i. The County received a request from Solar Renewable Energy to serve as the pass through for this grant. The cost to construct the solar array was higher than anticipated because they hit rock, the County's contract amount was not increased. The \$25,000 grant is through the West Penn Power Sustainable Energy Fund.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant through the West Penn Power Sustainable Energy Fund contingent upon solicitor review.*

- D. Liquid Fuels - Reimbursement payment in the amount of \$242.59 to Centre County Government for 2019 costs related to the traffic light located at Rishel Hill Road – Dept. 411.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the reimbursement payment to Centre County Government.*

V. PERSONNEL ITEMS

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Personnel Items A-E.

- A. Correctional Facility – Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #93, non-exempt, replacing E. Gettig), at SG-N10, effective March 26, 2020, pay period 7 – Dept. 333.
- B. Emergency Communications 911 – Consider approval of the personnel requisition for full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #15, non-exempt, replacing E. Hyde), at SG-N09, effective March 26, 2020, pay period 7 – Dept. 354.
- C. Facilities Management - Consider approval of the appointment for Jesse Styers full-time Facilities Technician 1, Facilities Management, (p.c. #25, non-exempt, replacing D. Spicer), at SG-N09A(01) - \$14.18/hour, effective TBD, pay period TBD. Salary budget savings for 2020 \$9,075. It was the consensus of the Board to hire Mr. Styers now - Dept. 521.
- D. Planning – Consider approval of the revisions/change to the job description for the position of Assistant Director Planning, Planning, (p.c. #02), SG-S56, effective March 26, 2020, pay period 7 – Dept. 151.
- E. Approve agreement between Centre County Board of Commissioners and R. Jacobs effective March 26, 2020.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. CHECK RUN

Check run in the amount of \$1,308,630.21 dated March 24, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated March 24, 2020.*

X. DISCUSSION ITEMS

The Board discussed sending correspondence to the Happy Valley Adventure Bureau. A prudent start to a new four year term, the Commissioners want to let the Bureau know that a 5% increase to Hotel Tax does not mean it can be spent however they would like, Any conversation involving change in how the funds are spend must go through the Board of Commissioners. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter to the Happy Valley Adventure Bureau.

XI. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XII. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:24 AM.

ATTEST:

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Margaret N. Gray  
Administrator