



BOARD OF COMMISSIONERS AGENDA

Tuesday, January 10, 2023 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

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. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is *de minimus* in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on January 3, 2023.

Action: *APPROVE the minutes from the meeting held on January 3, 2023.*

VI. CONTRACTS – AUTHORIZATION

- A. Elections – Contract Renewal with Phoenix Graphics, Inc. to provide absentee and mail-in ballot printing and mailing services for the 2023 General Primary. The price per ballot is \$1.61 for black print for less than 500 ballots per day, \$1.64 for color print for less than 500 ballots per day, \$1.38 for black print for more than 500 ballots per day and \$1.41 for color print for more than 500 ballots per day. The contract total is estimated at \$21,000 for the period of March 15, 2023 to July 1, 2023 – Dept 131.

Action: *Add the contract with Phoenix Graphics, Inc to next week's Consent Agenda.*

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B. Planning and Community Development

- i. Consider approval of the 2023 rate schedule for Donald M. Franson of Franson Engineering and Surveying to provide professional engineering services. The 2023 rate schedule outlines fees that are passed through to applicants for administration of the County's Subdivision and Land Development Resolution 2 of 2023. A lump sum of \$85.00 per meeting will be charged for meeting attendance regardless of the time actually incurred – Dept. 151.

Engineering Services	2018 Rates	2023 Rates
Professional Engineer	\$70.00	\$80.00
Technician II	\$40.00	\$50.00
Secretarial	\$30.00	\$30.00
Mileage	\$0.45/mile	\$0.55/mile
Meeting attendance	\$75.00	\$85.00

Action: *APPROVE the 2023 rate schedule with Franson Engineering and Surveying.*

- ii. Memorandum of Understanding (MOU) with the Centre Regional Planning Agency establishing joint rights and responsibilities of each party in completing transportation and project development activities on behalf of the Centre County Metropolitan Planning Organization (CCMPO). The County's contribution for the MOU is \$152,278 for the period of January 1, 2023 through December 31, 2023 – Dept. 151

Action: *Add the Memorandum of Understanding to next week's Consent Agenda.*

- C. Risk Management – Consider approval of the submission of a renewal application to the County's insurance carrier, The Pennsylvania Counties Risk Pool (PCoRP) to establish insurance rates for 2023-2024. There is no contract total – Dept. 112.

Action: *APPROVE the submission of a renewal application to the County's insurance carrier, The Pennsylvania Counties Risk Pool (PCoRP).*

X. LIQUID FUELS – FEE FOR LOCAL USE

- i. Consider approval of the Fee for Local Use application for Bellefonte Borough in the amount of \$25,000 for Spring Street improvements and paving – Dept. 412.

Action: *APPROVE the Fee for Local Use application for Bellefonte Borough.*

XI. CONSENT AGENDA

Action: *APPROVE this week's Consent Agenda.*

- A. Criminal Justice Planning – Contract renewal with Crossroads Counseling, Inc. for the Men Against Abuse Program (MAAP). MAAP is a mandatory weekly batterers intervention program for offenders who have committed offenses involving domestic violence. MAAP is entirely participant funded. There is no contract total for the period of January 1, 2023 to December 31, 2023 – Dept. 306.

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B. Information Technology Services

- i. Contract renewal with CDW-G to provide annual maintenance and support for Citrix. The contract total is \$14,025 for the period of January 15, 2023 to January 14, 2024 – Dept. 142.
- ii. Contract renewal with CDW-G to provide Adobe Pro licenses. The contract total is \$19,396 for the period of January 19, 2023 to January 18, 2024 – Dept. 142.
- iii. Contract with Momentum ECM, LLC to provide licenses for Laserfiche, a document management platform and implementation services/training on the software. The funding for this project will come from the Records Improvement Committee for the first year, which will total \$15,746.25. Years two and three of the contract will be funded by the Records Management Department, which total \$16,600. The three-year contact total is \$32,346.25 for the period of January 11, 2023 to January 10, 2026 – Dept. 142.

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

XII. CHECK RUN

Check run in the amount of \$3,368,743.63 dated January 6, 2023.

Action: *APPROVE the check run dated January 6, 2023.*

XIII. DISCUSSION ITEMS – UPDATES

Review – Responsible Contractor Ordinance – An Ordinance providing for the adoption of certain procedures related to the solicitation and award of certain Centre County Government Construction contracts.

XIV. LETTER OF SUPPORT

- i. Letters petitioning to the Federal Communications Commission and National Telecommunications and Information Administration, Senator Robert Casey, Senator John Fetterman, and Congressman Glenn Thompson to extend the Broadband Map Challenge deadline.

Action: *APPROVE the letters petitioning the extension of the Broadband Map Challenge deadline.*

XV. ADMINISTRATOR’S REPORT

Fourth Quarter Report of 2022 – Resolution 7 of 2022.

XVI. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

- i. Centre County Government Offices will be closed on Monday, January 16, 2023 in observance of Martin Luther King Jr. Day.
- ii. The Board of Commissioners Meeting scheduled on Tuesday, January 17, 2023 has been **CANCELED**.

XVII. EXECUTIVE SESSION REPORT

XVIII. PUBLIC MEETING SCHEDULE

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Thursday, January 12, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, January 17, 2023

Board of Commissioners – 10 AM – Willowbank 146 – **CANCELED**

Tuesday, January 24, 2023

Board of Commissioners – 10 AM – Willowbank 146

XIX. QUESTIONS FROM THE PRESS

XX. ADJOURNMENT