



BOARD OF COMMISSIONERS AGENDA

Tuesday, April 18, 2023 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, 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 April 11, 2023.

Action: *APPROVE the minutes from the meeting held on April 11, 2023.*

VI. PROCLAMATION

Proclamation 13 of 2023 – Proclaiming April 23-29, 2023, as Conservation District Week in Centre County.

Action: *ADOPT Proclamation 13 of 2023 proclaiming April 23-29, 2023, as Conservation District Week.*

Proclamation 14 of 2023 – Proclaiming April 14-21, 2023 as Justice Education Week in Centre County.

Action: *ADOPT Proclamation 14 of 2023 proclaiming April 14-21, 2023 as Justice Education Week.*

VII. RESOLUTION

Resolution 5 of 2023 – A Resolution to apply for the Redevelopment Assistance Capital Projects (RACP) Moshannon Valley Emergency Medical Services (MVEMS) full application and business plan.

Action: *ADOPT Resolution 5 of 2023.*

VIII. CONTRACTS – AUTHORIZATION

A. Planning and Community Development – Consider approval of the Statement of Compliance letter for the Moshannon Valley Emergency Medical Services (MVEMS) Redevelopment Assistance Capital Program (RACP) application and business plan – Dept. 151.

Action: *APPROVE the Statement of Compliance letter for the MVEMS Redevelopment Assistance Capital Program (RACP) application and business plan.*

B. Commissioners – Consider approval of an agreement with Lazar M. Palnick, Esq. to provide grant funding consultation services to the County from Lazar Palnick, and associates Dan Connolly and David Lucas. A monthly retainer of \$3,000 plus travel expenses will be paid for the period of April 1, 2023 to March 31, 2024 – Dept. 111.

Action: *APPROVE the agreement with Lazar M. Palnick, Esq.*

C. Information Technology Services – Consider approval of the purchase order from Bettwy Systems to upgrade the wireless microphone system for the Willowbank Conference Room 146. Bettwy Systems will remove all the old electronics leaving the wireless tabletop microphones, upgrade the cassettes for the microphones (battery holders), upgrade the battery charger, and change the channels of the tabletop microphones to avoid interference and static problems. The total of the equipment and labor to install is \$6,549.92 – Dept 142.

Action: *APPROVE the purchase of equipment for the Willowbank Conference Room 146 from Bettwy Systems.*

D. Transportation – Consider approval of the In-Kind purchase of three vehicles from Penn State University using In-Kind funds. The total cost to obtain the vehicles listed would be \$71,610. This is inclusive of the 10% fee that Penn State charges – Dept 531/532.

Vehicle	Price
2017 Ford Fusion Hybrid Sedan	\$12,125.00
2012 Chevrolet 4X4 Truck w/ Plow	\$12,975.00
2015 Isuzu Box Truck with Power Lift Gate	\$40,000.00

Action: *APPROVE the purchase of three vehicles with PSU In-Kind funds.*

- E. Risk Management – Contract renewal with S-C Joint Venture to provide leasing options for the Pugh Street MDJ Offices for three additional years. The base costs are as follows:

1. September 1, 2023 – August 31, 2024: \$4,906 per month \$58,872 per year
2. September 1, 2024 – August 31, 2025: \$5,029 per month \$60,348 per year
3. September 1, 2025 – August 31, 2026: \$ 5,155 per month \$61,860 per year

The contact total is \$181,080 plus additional fees for insurance, taxes and common area charges for the period of September 1, 2023 to August 31, 2026 – Dept 112/257.

Action: *Add the contract with S-C Joint Venture to next week's Consent Agenda.*

Human Services

- F. Adult Services – Consider approval of a contract with Housing Transitions, Inc to provide Emergency Services funded through the Department of Community & Economic Development (DCED) Emergency Solutions Grant (ESG). The contract total is \$78,000 funded as follows: Federal \$78,000 for the period of December 7, 2022 to June 6, 2024 – Dept 501.

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

- G. MH/ID EI- D&A – Consider approval of the grant renewal application to Pennsylvania Office of Mental Health and Substance Abuse Services (OMHSAS) for the First Episode Psychosis Program Grant. The grant will provide continued funding of this program provided by a team of providers, led by Oasis Lifecare. The grant will cover the cost of services for eligible participants. The grant total is \$181,901.02 funded as follows: State \$181,901.02 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

Action: *APPROVE the grant with Pennsylvania Office of Mental Health and Substance Abuse Services.*

IX. LIQUID FUELS – FEE FOR LOCAL USE

- i. Consider approval of a liquid fuels application for Burnside Township in the amount of \$20,000 for a drainage improvement project to replace pipes on Main Street, Viehdorfer Road, Sunset Drive, and Hilltop Drive – Dept. 411.

Action: *APPROVE the liquid fuels application for Burnside Township.*

X. CONSENT AGENDA

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

- A. Recorder of Deeds – Consider approval of a contract with RBA Professional Data Systems to create/replicate a data and file extract process for Graphical User Interface (GUI) Service. The contract total is \$1,550 with an estimated installment and completion date by August 1, 2023 – Dept 133.

Humans Services

- B. Aging – Consider approval of sponsorship to Adult Children of Aging Parents (ACAP) for the upcoming year ending on May 1, 2024. ACAP of Centre County provides education programs that provide information, resources, and support to adult children who are caring for dependent parents. The sponsorship total is \$1,000 funded as follows: State

\$1,000 – Dept. 521.

C. Information Technology Services

- i. Contract with Creating Margin Corporation to purchase a Pronestor Planner and Display. The software included will provide room reservations capabilities and the displays will be located outside the conference rooms. The cost includes the software license, set up, and the purchase of the display tablets. Yearly ongoing costs for the four displays is \$1,880. The contract total is \$5,416 for the period of April 28, 2023 to April 27, 2024. – Dept 142.
- ii. Consider approval of Addendum #1 with Reclamere to provide computer asset destruction (hard drives, media tapes, etc.) by secure shredding. Destruction was approved by the Board of Commissioners on October 25, 2022 for an amount not to exceed \$8,000. Due to a high number of old cell phones that needed to be destroyed, the amount ended up being \$12,751.75. The addendum total is \$12,751.75, adding an additional \$4,751.75 for the period of October 1, 2022 to November 30, 2022 – Dept 142.

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

XI. AUTHORITIES, BOARDS AND COMMISSIONS

BOARD	NAME	ACTION	TERM
Drug & Alcohol Planning Council	Irvin Moore	Appointment	April 18, 2023 – December 31, 2025

Action: *APPROVE the ABC term appointment.*

XII. C-NET REQUESTS

- i. Sponsorship for the taping of the livestream 2023 Municipal Primary Vote-By-Mail Processing Room at The Penn Stater Hotel and Conference Center.

Action: *APPROVE the CNET sponsorship for the 2023 Municipal Primary Vote-By-Mail Processing Room.*

- ii. Sponsorship for the taping of the Rose Cologne Volunteer Dinner hosted by the Centre County Council for Human Services on April 27, 2023 at The Penn Stater Hotel and Conference Center.

Action: *APPROVE the CNET sponsorship for the 2023 Rose Cologne Volunteer Dinner.*

XIII. CHECK RUN

Check run in the amount of \$816,930.02 dated April 14, 2023.

Action: *APPROVE the check run dated April 14, 2023.*

XIV. ADMINISTRATOR’S REPORT

XV. REPORTS – ANNOUNCEMENTS

- A. Voter Registration Report
- B. Announcements

XVI. EXECUTIVE SESSION REPORT

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XVII. PUBLIC MEETING SCHEDULE

Thursday, April 20, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, April 25, 2023

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11:00 AM – Willowbank 146

Thursday, April 27, 2023

Finance Committee – 9 AM – Willowbank 146

Retirement Board – 11 AM – Willowbank 146

XVIII. QUESTIONS FROM THE PRESS

XIX. ADJOURNMENT