



BOARD OF COMMISSIONERS' MINUTES

Tuesday, January 22, 2019, 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 called to order at 10:00 AM on January 22, 2019 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Solicitor, Elizabeth Dupuis; Deputy Administrator, Bob Jacobs; Executive Assistant, Natalie Bird.

County personnel present included Christopher Schell, Dale Neff, Dave Lomison, Sarah Walter, Krista Davis, and Natalie Corman.

Visitors present included Larry Mayes, David Stone, Mark Huncik, and Fritz Smith.

Representatives from the news media included Chris Morelli, Gary Sinderson, and Vincent Corso.

CNET staff were present.

III. MEETING MINUTES

Minutes from the Tuesday, January 8, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the meeting minutes from January 8, 2019.

IV. ANNOUNCEMENT

Commissioner Higgins announced the winners of the SpringBoard Startup Challenge. Joining the Board were first place winner Mary Elizabeth and Nancy McCullough from AbleRacers and tying for second place Dan McKenna of Hoop Stars and Dana Rey Consulting who was unable to attend. First place was awarded a prize of \$3,000 and the tied second place winners were awarded \$2,000 each.

AbleRacers adapts toys and speech generating devices for children and adults with disabilities. They have fifty toys all costing under \$50 as well as adapted ride-on cars available for purchase on their website ableracers.com.

Dan McKenna started Hoop Stars, a preschool basketball program, in the fall. Now running five classes, Dan will be starting in the State College afterschool program next week. The program is designed to engage children and teach them the fundamentals of the game.

V. ADMINISTRATOR'S REPORT

Margaret Gray announced that this week is the last week the Controllers' Office will accept responses for open solicitations Wireless Internet Service Provider Co-Location Project and Design/Build of a Solar Array. Responses are due Friday, January 25, 2019 by 4:00 PM and will be opened at the Board meeting on Tuesday, January 29 at 10:00 AM in Room 146.

VI. ORDINANCE

Ordinance 1 of 2019 – Centre County previously authorized the collection of a hotel tax through Ordinance #2 of 1997, which Ordinance was thereafter amended by the following Ordinances: Ordinance #2 of 2000, Ordinance #1 of 2002, Ordinance #1 of 2013 and Ordinance #1 of 2017. Upon enactment, this Ordinance is intended to supplant and replace the prior Ordinance and amended Ordinances referenced aforesaid.

Margaret reported that a first draft of the ordinance was presented at the January 8 Commissioners' Meeting. Based on feedback and need for additional clarification, adjustments and proposed revisions have been made and a second draft was provided.

Betsy stated that the changes include added definitions for cabin and marketing. Following a meeting with the Treasurer, a new section one has been added to section four, which talks about the registration process. All of the required forms are online and the Treasurer is adjusting the forms to accommodate booking agents. In the definition for cabin, language was added to include running water and indoor sanitary facilities.

Commissioner Pipe explained that section 7 is an administrative fee collected by the Treasurer's Office. Under the current ordinance, the fee is set at two percent but adjusted for inflation. The new ordinance sets the fee at 4% and potential increase in the rate itself would generate more actual cash to offset the general fund. The Act takes effect today for Airbnb and Homeaways. The County may start to see fees collected within the next few months. Commissioner Pipe said he thinks there is enough to advertise the Ordinance and continue the discussion.

Commissioner Higgins reminded residents that unless they are renting a hotel room in their home county, they would not be paying the tax. Twenty percent of the revenue of the hotel tax is set aside for nonprofits and events. Those funds are spread throughout the County and every region benefits.

Deciding what the hotel tax percentage will be and allowing the County to compete with other areas of the State, Commissioner Dershem said most importantly it would improve the quality of life that citizens enjoy.

Commissioner Pipe opened the discussion to public comment.

Mark Huncik, President of the Highlands Civic Association (HCA) in State College Borough joined the Board in support of the hotel tax, however expressed concern about how it is collected, managed, and analyzed. Increasing the tax will not resolve unrealized revenue from unregistered or non-paying rentals. The HCA believes that

funding should be collected from all operators, who must be properly registered and pay the required taxes. Operators must ensure security of patrons and make sure their operations are consistent with local services and zoning. While residents do not pay the taxes from this Ordinance, they are taxed for public services including roadways, police and emergency services. Increased visitors creates more need for these types of services and potentially more fees for residents. He reported that in January 2018, Airbnb ranked State College first place for average earnings per host and overall host earnings. As the only Big 10 School ranked in the top five for both categories, he expects to see more growth in short-term rentals. Mark suggested improving the current hotel tax collection system to provide more funding for tourist support or even programmatic funding to offset the impact of events on local areas and the demand for public services. Columbus, Ohio provides over half of the city tax to services such as community enrichment, emergency human services, and affordable housing trust. Mark called attention to Beaver County who granted more than \$600,000 in tax exemptions, but failed to properly document how many were warranted or whom they were granted to. The HCA recommends that the County and Visitors Bureau work with municipalities and neighborhoods to offset visitor impacts, and if the funding is increased proper tax collection is of utmost importance.

David Stone of State College Borough serves on the Executive Committee of the Nittany Valley Environmental Coalition. He pointed the Board's attention to page five, item three of the Ordinance. He felt the wording 'tourist and travel promotion and advertising' is too narrow and stricter than State law would enable. He feels the Board's intention is to be creative, entrepreneurial and support nonprofits, the language may be too strict. Betsy explained the marketing definition that will be added. David stressed the quality of life in Centre County and opportunity for local agriculture. As a destination, Centre County is an example of good urban planning and open space.

Action: On a motion by Commissioner Higgins's seconded by Commissioner Dershem, the Board voted to advertise Ordinance 1 of 2019 with suggested changes.

VII. REQUEST FOR PROPOSALS

Adult Services – Faith Ryan provided an overview and requested solicitation for the Homemaker Services and OPTIONS Program to provide in-home non-medical personal care and home support services to the disabled and aging population in Centre County for the period of April 1, 2019 through June 30, 2022. The Homemaker services program is primarily for residents ages 18-59 of lower income, with a physical disability who need chore assistance or non-medical personal care in their home. The County recently received a grant for this program through PHARE Real Estate Transfer Tax. The OPTIONS Program is for non-medical personal care – Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve advertisement of the RFP – Homemaker Services and OPTIONS Program.

VIII. CONTRACTS

- A. Correctional Facility – Chris Schell presented a contract renewal with Beverly Garden to perform duties and services as described in the Consulting Dietitian for Centre County Correctional Facility description. The contract rate is \$50 per hour, not to exceed 15 hours or \$750 per calendar year, for the period of January 1, 2019 through December 31, 2020 – Dept. 333.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with Beverly Garden to next week's Consent Agenda.

- B. Emergency Communications – Dale Neff reviewed the following contract renewals:

- i. Contract renewal with Vertiv Corporation, formerly known as Vertiv Services Inc., to provide maintenance and support for the uninterruptible power system (UPS). The contract total is \$7,412 for the period of March 23, 2019 through March 22, 2020 – Dept. 354.
- ii. Contract renewal with iconectiv to provide ELEP services (Enhanced Law Enforcement Platform). The contract total is \$1,500 for the period of March 3, 2019 through March 2, 2020 – Dept. 354.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted to add the contract renewal with Vertiv Corporation and iconective to next week's Consent Agenda.

- iii. Dale Neff requested the Board table the lease agreement with T-Mobile Northeast LLC to install, maintain, operate, replace, repair, upgrade, and remove at the their expense and risk, equipment from the Woodward communications tower owned by Centre County. The first year is \$27,000 for 2019-2020 with a 2% increase for each succeeding year of the agreement. The contract total is \$140,509 for the period of February 1, 2019 through January 31, 2024. The contract shall automatically renew for four (4) additional five-year terms unless terminated – Dept. 354.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table the lease agreement with T-Mobile Northeast LLC.

- C. Human Services

- i. Adult Services – Faith Ryan reviewed the following contracts, the rate for each services was increased by one dollar:
1. Contract with County Homemakers, Inc. to provide services to the Office of Adult Services' Homemaker Services Program and the Office of Aging's OPTIONS Program. The contract rate is \$17.49 per hour, which is State funded for the period of January 1, 2019 through March 31, 2019 – Dept. 501.

2. Contract with Helpmates, Inc. to provide services to the Office of Adult Services' Homemaker Services Program and the Office of Aging's OPTIONS Program. The contract rate is \$19.00 per hour, which is State funded for the period of January 1, 2019 through March 31, 2019 – Dept. 501.
3. Contract with Caresmart Solutions, Inc. DBA Home Helpers, Inc. to provide services to the Office of Adult Services' Homemaker Services Program and the Office of Aging's OPTIONS Program. The contract rate is \$18.75 per hour for home support services and \$19.00 per hour for non-medical personal care, which is State funded for the period of January 1, 2019 through March 31, 2019 – Dept. 501.
4. Close-Out Report for 2017 PHARE Rental Assistance Program grant funds. The project total was \$22,000, which was State funded for the period of July 1, 2018 through June 30, 2019 – Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by commissioner Dershem the Board voted to add Adult Services items 1-4 to next week's Consent Agenda.

- ii. Children and Youth – Margaret Gray requested the Board table the affiliation agreement with Lock Haven University for solicitor review. This agreement is to provide an educational experience to the University's students in the baccalaureate program in Social Work – Dept. 511.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table the affiliation agreement with Lock Haven University.

- iii. MH/ID/EI – Administrative entity agreement with the Pennsylvania Department of Human Services – Office of Development Programs. This agreement outlines obligations of the County and Department to provide waiver services. Natalie Corman explained that this agreement is the responsibility of waiver services that individuals with intellectual disabilities receive. This includes monitoring providers, services plans, and that any changes made by the State are reflected by providers. The services of waiver are: consolidated waiver, community living waiver, and person family directed waiver. On July 1, 2017, the State made changes that now include autism, a rate change, and addition of community living waivers. Assistant Administrator Deb Tate provided Natalie with a report, the County serves approximately 280 individuals who receive \$32,488,376 in services. The County has 21 providers and is responsible to do the oversight for seven – Dept. 561.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the administrative entity agreement with the Pennsylvania Department of Human Services to next week's Consent Agenda.

- D. Planning – Sarah Walter asked the Board to certify appropriations for the 2019 Program Year of the Agricultural Land Preservation Program. Appropriations include \$80,000 standard County allocation, \$8,097 in 2018 Clean and Green interest, \$57,450 commitment from Ferguson Township under the Municipal Partnership Program (MPP), and \$10,000 commitment from Potter Township under MPP; a total of \$155,547. In 2018, they closed on five easements, a total of 580 acres preserved. Throughout the life of the program they have preserved 7,646 acres, representing an investment of \$17.3 million in local farms – Dept. 846.

Action: On a motion by Commissioner Higgins, seconded by commissioner Dershem, the Board voted to add certification of appropriations for the 2019 Agricultural Land Preservation Program to next week's Consent Agenda.

- E. Risk Management – Krista Davis asked the Board to consider submission of an application for amendment to letter of credit to M&T Bank – Dept. 112.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Higgins, the Board voted to add the M&T Bank application to next week's Consent Agenda.

- F. Sheriff – Bryan Sampsel and Larry Mayes, President of the Snow Shoe Rails to Trails Association (SSRTA) presented a contract renewal to enforce motor vehicle laws, promote safety and trail regulations. ATV/motorcycles must have a valid license plate, liability insurance, helmets and a valid SSRTA registration sticker. SSRTA agrees to pay the County based on the hourly rate, including salary and all benefits, of the Sheriff's Deputies and mileage. This contract is for the period of April 1, 2019 through December 31, 2019. Larry expressed his thanks to the Commissioners for their support; the Sheriff's Office has been an asset to SSRTA for ten years – Dept. 211.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with SSRTA to next week's Consent Agenda.

- G. Transportation – Dave Lomison asked the Board to consider acquisition of a 2014 Chevrolet Malibu Sedan with 72,954 miles to be placed in the County Business fleet. This vehicle will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$9,680 – Dept. 532.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the vehicle acquisition from Penn State University to next week's Consent Agenda.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add to the agenda a letter to the Governor about the special election.

- H. US Representative Tom Marino has submitted his resignation effective January 23, 2019. To fill the seat, Governor Wolf will set the date of a special election. Commissioner Pipe provided a draft letter urging Governor Wolf to set the date of the special election on the same date as the upcoming primary, Tuesday, May 21, 2019. Commissioner Higgins noted the added cost of running a special election.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the letter to Governor Wolf urging him to schedule the Pennsylvania 12th Congressional District Special Election at the same day and time as the Primary Election on May 21, 2019.

IX. CONSENT AGENDA

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

- A. Emergency Communications – Termination of an agreement with Mifflin County to share the cost of a ring-down phone line between the 9-1-1 centers. This tie line was a requirement of Act 78 of 1990. In 2015, the act was replaced by legislation that supports more technologically advance methods of interconnecting then 9-1-1 centers; current law does not require tie lines. The total cost for tie line service was \$3,597.12 in 2018 and Centre County reimbursed half of the cost \$1,798.56 to Mifflin County – Dept. 356.
- B. Facilities Management – Contract with Clemmer Fire Protection, Inc. to provide all necessary labor and materials for quarterly inspection of sprinkler systems, three year dry system full trip test as per NFPA, annual fire pump acceptance test, and annual backflow acceptance testing at the Centre County Correctional Facility. The contract total is \$16,580 for the period of January 1, 2019 through December 31, 2021 – Dept. 333.

X. LIQUID FUELS

Tom Martin requested the Board approve submission of the 2018 Centre County Liquid Fuels Tax Fund Report to PennDOT. Tom reported six projects were completed totaling \$161,738 and eight projects that are encumbered but not completed totaling \$203,317. The county received \$190,000 from PennDOT in 2018, the fund balance after encumbrances is \$129,962.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve submission of the 2018 Centre County Liquid Fuels Tax Fund Report.

XI. CHECK RUN

Commissioner Higgins reported the check of the week was to Strawberry Fields in the amount of \$94,862.04. On a motion by Commissioner Higgins, seconded by commissioner Dershem, the Board voted to approve the check run in the amount of \$1,758,243.01 dated January 18, 2019.

XII. DISCUSSION ITEMS

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JANUARY 22, 2019

PAGE 8

XIII. RECOGNITION

XIV. C-NET REQUESTS

XV. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,358 registered voters in Centre County. The precinct of the week is #21 State College Borough South East with 1,145 registered voters. In the November election there were 773 ballots cast for a voter turnout of 67.51%.

B. Announcements

XVI. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XVII. PUBLIC MEETING SCHEDULE

Tuesday, January 22, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, January 24, 2019

BOC/Salary Board – 10:00 AM – Room 146WB

Retirement Board – 11:00 AM – Room 146WB

Tuesday, January 29, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, January 31, 2019

Finance Committee – 9:00 AM – Room 146WB

BOC/Salary Board – 10:00 AM – Room 146WB

Retirement Board – 11:00 AM – Room 146WB

XVIII. BID / PROPOSAL SCHEDULE

Friday, January 25, 2019

Bids Due IFB – Wireless Internet Service Provider Co-Location Project – 4:00 PM - Controller

Proposals Due RFP – Design/Build Solar Photovoltaic Array – 4:00 PM - Controller

Tuesday, January 29, 2019

Bids Opening IFB – Wireless Internet Service Provider Co-Location Project – BOC Meeting

Proposal Opening RFP – Design/Build Solar Photovoltaic Array – BOC Meeting

XIX. ELECTION ANNOUNCEMENTS

Tuesday, February 19, 2019

First day to circulate and file nomination petitions.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JANUARY 22, 2019

PAGE 9

XX. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 11:25 AM.

ATTEST:

Margaret N. Gray

Administrator