



BOARD OF COMMISSIONERS MINUTES

Tuesday, February 21, 2023 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 AM by Chair of the Board Mark Higgins.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr., and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Deputy Administrator Natalie Corman, Beth Lechman, Ryan Smeltzer, Cathy Arbogast, Ray Stolinas, and Jim Coslo.

Guests present included Nick Hepfl.

Representatives from the news media included Gary Sindersen and Breanna Hanley.

C-NET staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Work Session and Board of Commissioners meetings held on February 14, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meetings held on February 14, 2023.

VI. CONTRACTS – AUTHORIZATION

- A. Elections – Beth Lechman asked the Board to approve a contract with ElectionIQ, LLC to provide custom software for Poll Workers and Inventory Management. The contract total is \$28,000 for the period of February 28, 2023 to February 27, 2024 – Dept 131.

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

- B. Probation – Ryan Smeltzer asked the Board to approve the award notification of funds for the Pennsylvania Commission on Crime and Delinquency (PCCD) grant in aid. The grant total awarded is \$99,500.00 for the period of July 1, 2022 to June 30, 2023 – Dept 301.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the award notification for the Pennsylvania Commission on Crime and Delinquency (PCCD) grant in aid.

- C. Housing – Ray Stolinas asked the Board to approve the modification to the 2022 ACT 137 CASH Grant to reallocate funds to the 2021 project that was approved for the State College Community Land Trust. The funds will allow them to use it on property that was purchased in 2021 through the 2021 CASH Grant. The reallocated funds total is \$20,000 – Dept 815.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the reallocation of funds for the 2022 ACT 137 CASH Grant.

- D. Conservation District

Jim Coslo and Nick Hepfl asked the Board to approve the following items:

- i. Approve the Countywide Action Plan Block Grant Subaward Projects. The following projects were reviewed, and it was determined that they best represented the goals of the Centre County Action Plan:
 1. Ridenour Farm In-Stream Restoration Project located in a tributary to Pine Creek near Aaronsburg: Chesapeake Conservancy \$48,222.00
 2. Spring Creek (Benner Springs) Stream Restoration Project: Western Pennsylvania Conservancy \$34,660.00
 3. SCCTU 2022 CAP Request Oak Hall Project: Spring Creek Chapter Trout Unlimited \$26,712.00

The Countywide Action Plan Block Grant Subaward Projects total is \$109,594.00 for the period of January 1, 2022 to December 31, 2023 – Dept 822.

- ii. Approve the contract addendum #3 with Herbert, Rowland and Grubric, Inc. (HRG, Inc.) to provide supplemental engineering and related services for the implementation phase of the Countywide Action Plan for the Chesapeake Bay Watershed Implementation Plan. The contract total is \$95,000, which will be funded by the Community Clean Water Action Plan Coordinator Grant from PADEP for the period of January 1, 2023 to December 31, 2023 – Dept 822.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Conservation District items i-ii to next week's Consent Agenda.

- E. Financial Management

Administrator John Franek Jr. asked the Board to approve the following items:

- i. Approve a contract with ClearGov to provide a cloud-based budget and performance software. ClearGov will provide training sessions/modules to the appropriate staff. The contract will be pro-rated at \$18,766.67 with a one-time service set up fee of \$3,840.00, for a total of \$22,606.67 for the period of March 1, 2023 to December 31,

2023 and will be funded through ARPA funds – Dept 120.

- ii. Contract renewal with Susquehanna Accounting & Consulting Solutions, Inc to provide non-attest accounting and consulting services to the County. Services include: technical assistance & advice in the operations of the financial administration & accounting functions, technical accounting assistance & advice in preparing annual budget, assistance in monitoring the budget, financial analysis, technical assistance & advice to County departments, and technical accounting assistance & advice related to ARPA funding. Rates are as follows: Shareholder/director \$288/hr, senior managing consultant \$204/hr, and senior consultant \$183/hr plus any out-of-pocket expenses. SACS can include an inflationary adjustment of up to 3% to the hourly rates in each subsequent year. The County will be billed for actual hours incurred plus any actual out-of-pocket expenses for the period of January 1, 2023 to December 31, 2023 – Dept. 113.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Financial Management items i-ii.

VII. LIQUID FUELS AND FEE FOR LOCAL USE

Administrator John Franek Jr. asked the Board to approve the following items:

- i. Approve a Fee for Local Use application for Walker Township in the amount of \$15,000 for Rodgers Road Bridge repair project – Dept. 412.
- ii. Approve of a Fee for Local Use application for Boggs Township in the amount of \$100,000 for Curtin Hollow Road Curve improvement project – Dept. 412.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Fee for Local Use items i-ii.

VIII. CONSENT AGENDA

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

- A. Resolution 4 of 2023 – Authorizing the execution of, on behalf of Centre County, certain documents associated with the Pennsylvania Department of Transportation DOTGrant objects – Dept. 531.

Human Services

- B. Transportation – Consider approval of the Transportation Title VI Plan with PennDOT to be in compliance for funding of Share-Ride trips. There is no fee associated with the plan – Dept. 531.
- C. Adult Services – Consider approval of the contract with the Department of Community and Economic Development (DCED) for the Emergency Solutions Grant (ESG) to support a homeless prevention program and expansion of emergency shelter services. The contract total is \$212,689.00 funded as follows: Federal \$212,689.00 for the period of January 1, 2023 to December 31, 2023 – Dept 501.
- D. Aging – Professional Services agreement with APArchitects, LLC to provide oversight of the renovation project at Snow Shoe Senior Center. APArchitects will assist with the planning of the renovation, oversee bidding process for the projects, prepare progress

project drawings, and oversee other duties of the project. The contract total is not to exceed \$15,300 for the period of February 21, 2023 to December 31, 2023 or until the project is completed whichever comes first – Dept 521.

- E. MH/ID EI- D&A – Contract renewal with the Centre County Youth Service Bureau to provide mental health services including housing support, family support services, student assistance program services, and Child and Adolescent Service System Program (CASSP). The contract total is \$101,000 funded as follows: State \$96,344 and County Match \$4,656 for the period of July 1, 2022 to June 30, 2023 – Dept 561.

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

IX. CHECK RUN

Check run in the amount of \$788,243.55 dated February 17, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated February 17, 2023.

X. LETTER OF SUPPORT

- i. Cathy Arbogast asked the Board to approve a letter of support for the Centre County Youth Service Bureau Substance Abuse Education and Demand Reduction Funding Grant.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for the Centre County Youth Service Bureau.

XI. ADMINISTRATOR'S REPORT

XII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,802 registered voters in Centre County. The Precinct of the Week is Precinct #91 Ferguson North Central. In the last Election, there were 939 registered voters with 670 votes cast for a voter turnout of 71.35%.

B. Announcements

- i. The Board of Commissioners meeting on Tuesday, March 7, 2023 as well as the Salary Board/Board of Commissioners meetings on Thursday, March 9, 2023 have been CANCELLED.

XIII. EXECUTIVE SESSION REPORT

Administrator John Franek Jr. stated the Board of Commissioners met in Executive Session this morning from 9:35 AM to 9:51 AM to discuss personnel matters.

XIV. PUBLIC MEETING SCHEDULE

Thursday, February 23, 2023

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

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Tuesday, February 28, 2023

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11:30 AM – Willowbank 146

Thursday, March 2, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

QUESTIONS FROM THE PRESS

XV. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:29 AM.

ATTEST: _____

John Franek Jr.

Administrator