



BOARD OF COMMISSIONERS MNUTES

Tuesday, March 14, 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

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 Deputy Administrator Natalie Corman, Faith Summers, Brian Querry, Diana Griffith, Interim Warden Glenn Irwin, Beth Lechman, Norm Spackman, Chad Joyce, Cathy Arbogast, and Dave Lomison.

Guests present included El Morgan, Tom Boldin and Leon Bowman.

Representatives from the news media included Gary Sindersen.

C-NET staff were present.

III. PUBLIC COMMENT

El Morgan from State College Borough gave public comment on unknown death trends.

IV. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting held on February 28, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meeting held on February 28, 2023.

VI. ANNOUNCEMENT

Brian Querry spoke about the Hunts for Healing Program for the Veterans in Centre County. The upcoming event, Spring Turkey provides free meals and free hunting opportunities for Veterans, which will take place May 3-7. For more information call 570-869-1233.

VII. PRESENTATION

Diana Griffith and Tom Boldin presented to the Board the Ag Land Preservation Farmland Preservation Funds Presentation. In January of 2023, the Board of Commissioners certified \$352,184 and the Bureau of Farmland Preservation certified

\$727,35 for a total of \$1,079,533.

Centre County's agricultural conservation easement program is on track to preserve 10,000 acres by 2024. Tom Boldin thanked the Board of Commissioners for all of their support for Ag Land Preservation Board.

VIII. BIDS AND PROPOSALS

A. Centre County Courthouse Retaining Wall Reconstruction IFB

Administrator John Franek Jr. stated after review of the bids received there is a need to clarify what the County would expect from the design build and will be issuing a clarification memo to all bidders and give all bidder the opportunity to resubmit a bid for the IFB.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to reject all bids and issue clarification memo to all bidders with opportunity for resubmissions.

IX. CONTRACTS – AUTHORIZATION

A. Centre County Correctional Facility

Interim Warden Glenn Irwin asked the Board to approve the following items:

- i. Approve the purchase of an outdoor walk-in freezer unit from Polar King International, Inc. which will be used to store the surplus of food items for the CCCF. The cost of the unit is \$47,702.13 plus a \$4,252.00 delivery fee, which will be paid for with commissary funds. The total cost is \$51,954.13 – Dept 333.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase from Polar King International, Inc. of an outdoor walk-in freezer.

- ii. Approve a Memorandum of Understanding with the Pennsylvania State Police to investigate all Prison Rape Elimination Act (PREA) allegations. There is no fee associated with the MOU for the period of January 1, 2023 to December 31, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Memorandum of Understanding with the Pennsylvania State Police to the March 23, 2023 Consent Agenda.

- B. District Attorney – Faith Summers asked the Board to approve a Subgrant Award Notification from the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Rights and Services Act (RASA) and Victims of Juvenile Offenders (VOJO) Grant. The project total is \$311,075 for the period of January 1, 2023 through December 31, 2024 – Dept. 221.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the subgrant award notification from the PCCD.

- C. Elections – Beth Lechman asked the Board to approve the purchase of three letter openers from Advanced Machine & System Technologies, Inc. (AMASTI) for the vote-by-mail center which will cut down on the time and labor of opening envelopes by hand. The total cost with shipping and the included maintenance agreement for the year 2023 will be \$26,237. AMASTI will provide ongoing maintenance for the equipment at a rate of \$2,905 per year beginning in 2024 with increases upon review – Dept. 131.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the purchase order and maintenance agreement from Advanced Machine & System Technologies, Inc. to the March 23, 2023 Consent Agenda.

- D. 9-1-1 Emergency Communications – Norm Spackman asked the Board to approve a contract with MGM Mechanical to provide the installation of two Mitsubishi Hyper-Heating Mini-Split systems with two MHK2 thermostats with Kumo Cloud Wi-Fi controls at the Pine Glen Tower site. The price includes the demolition of existing Bard units, new indoor/outdoor units, line sets, slim duct covering, stands, thermostats/Wi-Fi clouds, aluminum plates to cover existing penetrations, electrical, plumbing, and labor. The contract total is \$17,275 for the period of March 1, 2023 to August 30, 2023 – Dept 354.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with MGM Mechanical to the March 23, 2023 Consent Agenda.

- E. Information Technology Systems – Chad Joyce asked the Board to approve a contract renewal with CDW-G, LLC. to provide Veeam Software. Veeam provides snap shot backup copies, of all servers, data, files, and Microsoft Office365 backup. The contract total is \$23,477.45 for the period of April 16, 2023 to April 15, 2024 – Dept 142.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with CDW-G, LLC. to the March 23, 2023 Consent Agenda.

Human Services

F. MH/ID/EI- D&A

- i. Cathy Arbogast asked the Board to approve a contract renewal with Community Services Group to provide mental health services including psychiatric rehabilitation and outpatient services. The contract total is \$51,000 funded as follows: State \$48,649 and County Match \$2,351 for the period of July 1, 2022 to June 30, 2023 – Dept 561.
- ii. Faith Ryan asked the Board to approve the sub-lease with Services Access & Management, Inc. (SAM) for their leased space at Summit Park from October 1, 2022 to September 30, 2024 with the ability to renew on a month-to-month basis following the expiration of this lease agreement. The rental cost is \$2,216.77 per month for the first 12 months funded as follows: State \$2,216.77 for the period of October 1, 2022 to September 30, 2024 – Dept 561.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the MH/ID/EI-D&A items i-ii to the March 23, 2023 Consent Agenda.

- G. Adult Services – Faith Ryan asked the Board to approve a contract with the Department of Community & Economic Development (DCED) for the Whole Home Repair (WHR) Program. Centre County’s Office of Adult Services will take the lead with this project. Department will develop the programming opportunities and explore prospective contactors/sub-recipients. The contract total is \$1,370,861 funded as follows: State: \$1,370,861 for eligible costs incurred during the period of December 12, 2022 to December 31, 2026 – Dept 501.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with the Department of Community & Economic Development for the Whole Home Repair Program.

H. Aging

Faith Ryan asked the Board to approve the following items:

- i. Contract with Clearfield Area Agency on Aging to provide nursing consultation services to Centre County Office of Aging to provide assistance to Protective Service Staff as needed. Registered Nurse Consultation Services will be provided at \$30.00 per hour not to exceed \$2,188.00 funded as follows: State \$2,188 for the period of April 1, 2023 to June 30, 2025 – Dept 521.
- ii. Contract Addendum with Centre County Youth Service Bureau involving the lease for the Bellefonte Senior Living Center to allow month-to-month leasing as of July 1, 2024 at a monthly rate of \$1,325. It will allow for flexibility with termination of the lease after July 1, 2024 with a 30-day notice, which is needed with the anticipated move of the Bellefonte Senior Center to the renovated Centre Crest Building. The original contract total is \$77,544 funded as follows: State \$77,544 for the period of July 1, 2020 to June 30, 2025 – Dept 521.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add Aging items i-ii to the March 23, 2023 Consent Agenda.

I. Children & Youth Services

Faith Ryan asked the Board to approve the following items:

- i. Contract with Three Rivers Adoption Council DBA TRAC Services for Families to provide foster care services for dependent/delinquent youth. The contract total is \$12,558.48 funded as follows: State \$10,046.78 and County Match \$2,511.70 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- ii. Contract renewal with Hope’s Haven Residential Services, LLC to provide community residential services for children in placement. The contract total is \$273,750 funded as follows: State \$219,000 and County Match \$54,750 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- iii. Approve the Act 148 2nd Quarter Fiscal Year 2022/2023 report.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Children and Youth Services contracts i-iii to the March 23, 2023 Consent Agenda.

X. LIQUID FUELS – FEE FOR LOCAL USE

- i. Administrator John Franek Jr. asked the Board to approve a fee for local use funds check in the amount of \$24,000 to Snow Shoe Township for the reconstruction of various township roads.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the fee for local use funds check in the amount of \$24,000 to Snow Shoe Township.

XI. 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. 9-1-1 Emergency Communications

- i. Consider approval of a contract with Centre Communications, Inc to provide microwave battery replacement and backup power upgrades. This work is Phase 3 of 3 battery replacements for end of life batteries at five tower sites with battery capacity upgrades specified for a 12-year life cycle by manufacturer. Center Communications is responsible for supplying, installation, and testing the replacement batteries to make sure the DC power systems are operational and will provide the materials, labor and transportation necessary to replace them. The contract total is \$35,678.00 for the period of March 1, 2023 to August 30, 2023 – Dept 354.
- ii. Consider approval of a service proposal with Jabco Pest Control Services, LLC to provide monthly insect and rodent control at seventeen of our tower sites. Monthly service is recommended due to the surroundings of these locations. The monthly service fee is \$680. The initial service fee in April will include additional fees for 28 interior bait stations at \$280 and 52 exterior bait stations at \$1,560 for rodent control. The contract total is \$7,280.00 for the period of April 1, 2023 to November 30, 2023 – Dept 354.

- B. Transportation – Consider approval of the purchase of a 2023 Ford F-150 Police Responder from Hoffman Ford that will be placed in the Sherriff's Department. This vehicle would replace vehicle S-5, a 2015 Ford Explorer that has met its useful life. The Sheriff's Department is in need of a truck. The truck would be purchased under the Costars State contract pricing for a total of \$55,000 – Dept 532.

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

XII. CHECK RUN

Check run in the amount of \$960,949.13 dated March 10, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated March 10, 2023.

XIII. LETTER OF SUPPORT

Administrator John Franek Jr. asked the Board to approve a letter of support for a Stage at Talleyrand (SAT) that will accommodate a variety of performing artists, theatre performances, and community bands.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support.

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XIV. ADMINISTRATOR'S REPORT

XV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,790 registered voters in Centre County. The Precinct of the week is Precinct #2 Bellefonte North East. In the last Election there were 851 registered voters with 630 ballots cast for a voter turnout of 74.38%.

B. Announcements

- i. The Board of Commissioners meeting on Tuesday, March 21, 2023 have been CANCELLED to allow the Board to attend the CCAP Conference.

XVI. EXECUTIVE SESSION REPORT

Administrator John Franek Jr. stated there is a need to hold an Executive Session to discuss a legal matter following this meeting.

XVII. PUBLIC MEETING SCHEDULE

Tuesday, March 14, 2023

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

Thursday, March 16, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Board of Elections – Casting of Lots for Ballot Positions of Candidates – 2 PM – Willowbank 146

Tuesday, March 21, 2023

Board of Commissioners – CANCELLED

Thursday, March 23, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

XVIII. QUESTIONS FROM THE PRESS

XIX. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session from 10:59 AM to 11:34 AM and adjourned the meeting at 11:35 AM.

ATTEST: _____

John Franek Jr.

Administrator