



BOARD OF COMMISSIONERS MINUTES

Tuesday, March 15, 2022, 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 10:05 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray and Executive Office Supervisor Natalie Smith.

County personnel present included Deputy Administrator John Franek Jr., Financial Operations Coordinator Joni MacIntyre, Ray Stolinas, Jeremy Breon, Bryan Sampsel, Karri Hull, Dave Crowley, Ray Stolinas and Elizabeth Lose.

Guests present included Hannah Babiss, John Gardner, Jeremy Dillard and Leo Proppe.

Representatives from the news media included Gary Sinderson.

III. PUBLIC COMMENT

There were no comments received from the public.

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 Tuesday, March 8, 2022 and the ARPA Work Session held on Tuesday, March 1, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Board of Commissioners meeting and work session.*

VI. CONTRACTS – AUTHORIZATIONS

a. Prothonotary

Prothonotary Jeremy Breon asked the Board to consider the items below. He introduced Jeremy Dillard, Account Executive and Leo Proppe, Executive Vice President of Teleosoft. Prothonotary Breon spoke of strides the department has made in record keeping and implementation of new software.

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- i. Master Agreement with Teleosoft, Inc. to consolidate all existing license, software, support and maintenance agreements into one Master Agreement. This agreement remains in force until terminated with 90 days written notice. Pricing and services may be contracted via addenda to this Master Agreement – Dept. 223.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Master Agreement with Teleosoft to the March 24th Consent Agenda.*

- ii. Addendum A – Prothonotary to the Master Agreement with Teleosoft, Inc. for CountySuite Civil Court software. The County shall pay a one-time fee of \$249,000 with maintenance services for the applications and configuration provided for a fee of \$29,954 per year – Dept. 223.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Addendum A - Prothonotary with Teleosoft, Inc. to the March 24th Consent Agenda.*

- b. Public Defender – Chief Public Defender Dave Crowley asked the Board to consider a contract renewal with Thomson Reuters to provide West Law Proflex. The contract total is \$91,391.76 for the period of April 1, 2022 through April 1, 2025 – Dept. 132.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Thomson Reuters to the March 24th Consent Agenda.*

- c. Criminal Justice Planning

- i. Director Karri Hull and Chief Public Defender Dave Crowley presented a grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Bryne Justice Assistance Grant, not to exceed \$250,000 over two years. The funds will be utilized to support the implementation of a new caseworker in the Public Defender's office to coordinate client services – Dept. 306.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to authorize submission of the Bryne Justice Assistance Grant to the PCCD.*

- ii. Director Karri Hull, State College Police Chief John Gardner and Hannah Babiss presented a grant award from the Pennsylvania Commission on Crime and Delinquency (PCCD) to receive mental health initiative funds for a collaborative project with the State College Borough. The grant award is \$150,000, which is Federally funded for the period of January 1, 2022 through December 31, 2023 – Dept. 306.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant award from the PCCD.*

- d. Planning and Community Development – Director Ray Stolinas asked the Board to approve the contract with the Pennsylvania Department of Community and Economic Development (DCED) for the 2021 Federal Fiscal Year Community

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Development Block Grant. Grant award is \$476,869 for street, water and sewer improvements under contract C000082286 during the period of January 18, 2022 – January 17, 2026 – Dept. 817.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with the PA DCED.*

- e. **Information Technology Services** – Administrator Margaret Gray asked the Board to table the contract with Mission Critical Partners (MCP) to provide a period of time for the transfer of knowledge from the existing IT vendor. The contract amount is not to exceed \$120,000 for the period of March 24, 2022 through June 30, 2022 – Dept. 142.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the contract with MCP until the March 24th Board of Commissioners Agenda.*

VII. CONSENT AGENDA

VIII. LIQUID FUELS – FEE FOR LOCAL USE

IX. CNET REQUEST

Sponsorship for the livestream of the 2022 General Primary Vote-By-Mail Processing Room at the Penn Stater Hotel and Conference Center.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve CNET Sponsorship for the 2022 General Primary Vote-By-Mail Processing Room.*

X. CHECK RUN

Check run in the amount of \$925,231.36 dated March 11, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated March 11, 2022.*

XI. ADMINISTRATOR'S REPORT

Administrator Margaret Gray introduced Joni MacIntyre as the County's newly appointed Chief Financial Officer.

Centre County's COVID-19 community transmission level is low however, testing remains available at the Centre County Recycling and Refuse Authority through Saturday, April 2nd.

XII. LETTER OF SUPPORT

XIII. REPORTS - ANNOUNCEMENTS

a. Voter Registration Report

Commissioner Dershem reported 105,050 registered voters in Centre County. The precinct of the week is #56 Harris East with 2,645 registered voters. In the Municipal Primary there were 1,181 ballots cast for a voter turnout of 44.63%.

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b. Announcements

The Broadband Strategic Plan's online internet survey and speed test is available online at <https://centrecountypa.speedsurvey.org> through Friday, March 25, 2022. The 5-minute survey is open to all Centre County residents and businesses who want to provide feedback on their internet services.

XIV. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XV. BID AND PROPOSAL SCHEDULE

Friday, March 25, 2022

RFP – Copier Lease Services – Proposals Due – 4:00 PM **DATE AMENDED**

RFP – Homemaker Services and OPTIONS Program – Proposals Due – 4 PM

Tuesday, March 29, 2022

RFP – Copier Lease Services – Proposal Opening – 10 AM – Willowbank **DATE AMENDED**

RFP – Homemaker Services & OPTIONS Program – Proposal Opening – 10 AM – Willowbank

XVI. PUBLIC MEETING SCHEDULE

Tuesday, March 15, 2022

Board of Commissioners – 10 AM – Willowbank 146

Tuesday, March 22, 2022

Board of Commissioners – 10 AM – CANCELLED

Thursday, March 24, 2022

Board of Commissioners – Salary Board – 10 AM – Willowbank 146

XVII. QUESTIONS FROM THE PRESS

XVIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:47 AM.

ATTEST:

Margaret N. Gray

Administrator