



BOARD OF COMMISSIONERS' MINUTES

Thursday, March 21, 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 10:02 AM on March 21, 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; Deputy Administrator, Bob Jacobs; Director of Financial Management, Tom Martin; Executive Assistant, Natalie Bird; Human Services Administrator, Natalie Corman; Director of Human Resources, Kristen Simkins.

County personnel present included Bryan Sampsel and Mike Bloom.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Thursday, March 7, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted with an abstention by Commissioner Higgins to approve the meeting minutes from March 7, 2019.

V. ACTION ON PERSONNEL ITEM(S)

A. Emergency Communications

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-ii.

- i. Consider approval of the personnel requisition for full-time Telecommunicator, Emergency Communications, (p.c. #13, non-exempt, replacing Z. Cooke), at SG-N09, effective March 21, 2019, pay period 7 – Dept. 354.
- ii. Consider approval of the personnel requisition for full-time Emergency Communications Shift Supervisor, Emergency Communications, (p.c. #32, non-exempt, replacing G. Stottle), at SG-S45, effective March 21, 2019, pay period 7 – Dept. 354.

B. Transportation

Director of Human Resources Kristen Simkins reported that the employee is eligible for FMLA and the leave of absence has been changed accordingly. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to strike item B – Transportation.

- i. Consider approval of the Extension #2 for the leave of absence for Dana Harter, Vehicle Operator, Transportation, (p.c. #22), effective retroactive to February 13, 2019 pay period 4 through March 13, 2019, pay period 6 – Dept. 531.
- ii. Consider approval of the Extension #3 for the leave of absence for Dana Harter, Vehicle Operator, Transportation, (p.c. #22), effective retroactive to March 13, 2019 pay period 6 through March 25, 2019, pay period 7 – Dept. 531.

C. MH/ID/EI – D&A

Human Services Administrator Natalie Corman noted that both positions are funded by a new grant received from the Department of Drug and Alcohol. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-ii.

- i. Consider approval of the appointment of Kayla Holliday, full-time Drug and Alcohol Case Management Specialist, Drug and Alcohol, (p.c. #12, non-exempt, new position), at SG-N12A(01) - \$16.36/hour, effective April 8, 2019, pay period 8. Conditional upon satisfactory completion of pre-employment requirements. Salary budget increase for 2019 \$22,700 annualized salary increase for 2020 \$31,902 - Dept. 562.
- ii. Consider approval of the appointment of Daniel Wilson, full time Drug and Alcohol Case Management Specialist, Drug and Alcohol, (p.c. #11, non-exempt, new position), at SG-N12A(01) - \$16.36/hour, effective April 8, 2019, pay period 8. Conditional upon satisfactory completion of pre-employment requirements. Salary Budget increase for 2019 \$22,700 annualized salary increase for 2020 \$31,902 - Dept. 562.

VI. ACTION ON NON-PERSONNEL ITEMS

- A. Commissioners – Deputy Administrator Bob Jacobs presented to the Board a letter of support for the Wildlife for Everyone Endowment Foundation's grant application to the Department of Conservation and Natural Resources community Partnership Program. Wildlife for Everyone applied for this grant last year and was not successful – Dept. 111

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the letter of support for the Wildlife for Everyone Endowment Foundation.

- B. Planning – Assistant Director of Planning Mike Bloom presented the 2019 Multimodal Transportation Fund grant agreement with the Pennsylvania Department of Transportation in the amount of \$2,070,000 with a 30% match requirement for the Centre County Local Bridge Bundle Project. The Board previously committed \$900,000 and Howard Borough has committed \$30,000 – Dept. 151.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant agreement with the Pennsylvania Department of Transportation.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

- A. District Attorney Bernie Cantorna has approved the personnel requisition for full-time Early Outreach/Juvenile Offender Victims Advocate, District Attorney, (p.c. #11, non-exempt, replacing L. Miller), At SG-N12, effective March 11, 2019, pay period 6 – Dept. 221.
- B. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Security Officer, Sheriff, (p.c. #18, non-exempt, replacing L. Spayd), at SG-N08, effective March 11, 2019, pay period 6 – Dept. 211.

IX. DISCUSSION ITEMS

Bob Jacobs provided an update on the McClure contract. The cooling tower at the Willowbank Building is being replaced and during the next three weeks, there will be no HVAC.

It was determined that the server room for RBA has inadequate cooling and the County will need to purchase an additional mini split to help maintain the required temperature. This is important, especially if the power were to go out. The total cost is about \$10,000 and would be funded through the Facilities Management budget. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to install the additional mini split system in the server room at a cost not to exceed \$11,000.

X. EXECUTIVE SESSION

There were no executive sessions to report.

BOARD OF COMMISSIONERS' MINUTES

THURSDAY, MARCH 21, 2019

PAGE 4

XI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:18 AM.

ATTEST:

Margaret N. Gray
Administrator