



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 7, 2020, 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 convened at 10: AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, and Administrator Margaret Gray.

County personnel present included Bob Sweitzer, Bryan Sampsel, Kristen Simkins and Controller Jason Moser.

Representatives from the news media included Gary Sinderson and Evan Hinkley.

CNET staff were present.

### III. PUBLIC COMMENT

There were no comments received from the public

Commissioner Pipe announced a new teleconference feature to allow the public to participate in meetings and offer public comment. To participate in the teleconference please call 814-699-8580 and enter conference ID 1382535#

### IV. MEETING MINUTES

Minutes from the Thursday, March 26 and Tuesday, March 31, 2020 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the March 26 and March 31, 2020 Board of Commissioners' meetings.*

### V. PROCLAMATION

- A. Proclamation 5 of 2020 – Commissioner Pipe noted that due to the current COVID-19 pandemic, there is a decrease in the number of mandated reporters that have daily contact with children due to closure of day cares and schools. The safety of children depends on both mandated and non-mandated reporters. Centre County has a wide array of educational and preventative programs throughout the community that are effective in preventing the abuse of children.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 5 of 2020 proclaiming April as Child Abuse Prevention and Awareness Month.*

- C. Proclamation 6 of 2020 – Conservation District Director Bob Sweitzer joined the Board to proclaim April 22, 2020 as Environmental Education Day. Commissioner Pipe congratulated Bob on his upcoming retirement and thanked him his many years of service to Centre County Government. Commissioner Dershem has worked with Bob for a number of years on the Conservation District Board of Directors. He said Bob has made an impact on many people locally and at the State and National level.

Bob said Envirothon has been near and dear to his heart. Celebrating Earth Day is a great way to recognize the importance of protecting our natural resources. The County Envirothon is open to all students in any of the Centre County schools. An environmental education program that started in Pennsylvania in 1979 has now spread all over the United States, Canada and China. The Conservation District also sponsors an annual poster contest open to elementary through junior high students. Commissioner Pipe added that the Conservation District touches the lives of a lot of people in the County.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 6 of 2020 proclaiming April 22 as Environmental Education Day.*

Commissioner Dershem announced that Jim Coslo will succeed Bob Sweitzer as the Director of the Conservation District.

## VI. COVID-19 PLANNING AND RESPONSE

### A. Families First Coronavirus Response Act

Administrator Margaret Gray introduced revisions to the COVID-19 Employee Leave Directive in response to the Families First Coronavirus Response Act. Director of Human Resources explained that the Act allows for changes to the Family Medical Leave Act (FMLA), including emergency leave allowing a shorter time frame for employees to have been employed to be eligible for FMLA as well as the ability to take the leave to care for children due to schools or daycare closure. The County has already been providing employees with leave as required by the Act. Changes to the directive are being made to be in compliance with the Families First Coronavirus Response Act.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the amendment the COVID-19 Employee Leave Directive*

- B. Resolution 9 of 2020 – A Resolution of the County of Centre, Commonwealth of Pennsylvania, amending and supplementing the Centre County Tax Collection Policy. Margaret introduced the Resolution that will allow for the adjustment to the payment schedule for real estate taxes in Centre County. Face value payment period, without a discount, will be extended from May 1 through June 30 to May 1 through September 20. Margaret explained that each municipality has the option to adjust this payment schedule individually. The municipality may take similar action however, are not required to. A draft resolution was prepared by the County Solicitor and provided to each municipality – Dept. 111.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 9 of 2020.*

C. Amendment to the Public Meeting Rules adopted on March 17, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the amended Public Meeting Rules.*

VII. REQUEST FOR PROPOSALS

Planning – Administrator Margaret Gray provided an overview of the Mountaintop Activity Center project in Clarence. This is the final project of five that were awarded under the \$100,000 DCED Keystone Communities Grant received with assistance from former State Representative Mike Hannah. Two proposers submitted responses for the RFP - Mountain Top Activity Center building renovations project. All required documents were received – Dept. 151.

|                            |                |
|----------------------------|----------------|
| J.C. Orr and Son, Inc.     | Altoona, PA    |
| Joseph C. Hazel - HVAC     | Bellefonte, PA |
| Joseph C. Hazel - Plumbing | Bellefonte, PA |

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table RFP – Mountain Top Activity Center until April 21, 2020 for review.*

VIII. CONTRACTS

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add item C.

- A. Planning - Proposal from Herbert, Rowland & Grubic (HRG) to perform professional services as Coordinator for the Phase III Chesapeake Bay Watershed Implementation Plan. The contract total is \$95,000 for year one, which is State funded for the period of April 15, 2020 through December 31, 2020 – Dept. 151.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Proposal from HRG to next week's Consent Agenda.*

B. Human Services

- i. Adult Services – Grant agreement with the US Department of Housing and Urban Development (HUD) for the Fiscal Year 2019 competition to continue funding the Centre County Rapid Re-Housing Program. The project total is \$213,208 for the period of October 1, 2020 through September 30, 2021 – Dept. 501.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the grant agreement with HUD to next week's Consent Agenda.*

iii. Drug and Alcohol – Additional funding through the Pennsylvania Department of Drug and Alcohol Program (DDAP) for training and services. Federal funding in the amount of \$93,900 will provide State mandated training for County staff and providers with additional Vivitrol funding available for community and correctional individuals. Program total is \$1,312,945, which is funded as follows: Federal \$863,598, State \$435,175, and County \$14,172 for the period of July 1, 2019 through June 30, 2020 – Dept. 562.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve additional funding from DDAP.*

C. Elections – Purchase of the Omaton 306S Letter Opener from Pitney Bowes in the amount of \$17,265.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase from Pitney Bowes.*

#### IX. GRANTS

Capital Projects – West Penn Power Utility Rebate authorizing a split incentive payment to Solar Renewable Energy, LLC for a rebate through West Penn Power – Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve authorization for split incentive payment to Solar Renewable Energy, LLC.*

#### X. CONSENT AGENDA

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

##### A. Human Services

MH/ID/EI – Office of Developmental Programs (ODP) Provider Agreement for participation in Pennsylvania's Consolidated Waiver, Person/Family Directed Support Waiver, Adult Autism Waiver and Community Living Waiver (Waiver Programs) that will serve as the statewide "Provider Agreement" between provider of waiver-funded ODP, the Department of Human Services, as the Pennsylvania State Medicaid Agency. There is no cost for this agreement for the period of January 1, 2020 through December 31, 2025 – Dept. 561.

#### XI. LETTER OF SUPPORT

Letter of support for the Central Intermediate Unit 10's application for funding through the US Department of Agriculture to implement the Interactive STEM Distance Learning Project for elementary and middle schools in Centre County.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for CIU 10.*

XII. ADMINISTRATOR'S REPORT

There were no items to report.

XIII. LIQUID FUELS

XIV. FEE FOR LOCAL USE

XV. PRESENTATION

XVI. DISCUSSION ITEMS

XVII. CHECK RUN

Check run in the amount of \$502,187.91 dated April 3, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated April 3, 2020.*

XVIII. PERSONNEL ITEM

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the request from the District Attorney's Office.*

District Attorney - Consider approval of the request for Educational Program Support for Shalane Brownell, Department Clerk 2, District Attorney (p.c. #27), to attend courses towards her Paralegal Certificate Course and be reimbursed 50% of the tuition in the amount of (estimate) \$797.50 (\$1595.00 estimated total amount) for May 2020 – August 2020 upon satisfactory completion of course work and confirmation of budgeted staff development funds – Dept. 221

XIX. C-NET REQUESTS

XX. RECOGNITION

XXI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem announced important date changes for the Primary Election.

Monday, May 18, 2020

Last day to REGISTER before the primary.

Tuesday, May 26, 2020

Last day to apply for a mail-in or civilian absentee ballot.

Tuesday, June 2, 2020

GENERAL PRIMARY

B. Announcements

Centre County Government Offices will be closed on Friday, April 10 for Spring Break.

XXIII. EXECUTIVE SESSION REPORT

There are no executive sessions to report. The Board will meet in Executive Session following this meeting.

XXIV. PUBLIC MEETING SCHEDULE

Tuesday, April 7, 2020

BOC/Salary Board Meeting- 10:00 AM - 146WB

Board of Elections - 11:00 AM - 146WB

Thursday, April 9, 2020

Prison Board of Inspectors - 8:00 AM - CCCF

Tuesday, April 14, 2020

BOC/Salary Board Meeting- 10:00 AM - 146WB

EBT Meeting - 11:00 AM - 146WB

XXV. BID / PROPOSAL SCHEDULE

Tuesday, April 7, 2020

RFP - Mountain Top Activity Center - Opening

Tuesday, April 20, 2020

RFP - Mountain Top Activity Center - Contract Award

XXVI. ELECTION ANNOUNCEMENTS

Monday, May 18, 2020

Last day to REGISTER before the primary.

Tuesday, May 26, 2020

Last day to apply for a mail-in or civilian absentee ballot.

Tuesday, June 2, 2020

GENERAL PRIMARY

Last day for County Board of Elections to receive voted mail-in and civilian absentee ballots.

Must be received by 8PM.

XXVII. QUESTIONS FROM THE PRESS

A. Evan Hinkley

- i. Is there any Concern with the Census count since students are home from the University?
- ii. Is there any concern in terms of major events that the County and Municipalities rely on, such as Arts Fest?
- iii. The Department of Corrections held a press conference about concern with the spread of the virus within the Correctional system.
- iv. The public has expressed concern about an influx of our of county individuals, such as New Jersey.

C. Gary Sinderson

- i. Has Board heard if students will be provided a break for rent at office campus housing?
- ii. Future revenue projections, has the County looked at anything yet? Dauphin County furloughed over 150 employees.
- iii. Any discussion about releasing juveniles at the detention center?
- iv. Has there been an increase in the mental health programs or services provided by the County?
- v. Are there any change in County services as a result of COVID-19?
- vi. The State has furloughed some employees, has the County experienced any delays in funding?

XXVIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:52 AM.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to come out of executive session at 11:04 AM.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to recess the meeting at 11:06 AM.

ATTEST:

---

Margaret N. Gray  
Administrator