



BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 16, 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 10:00 AM on April 16, 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 N. Gray; Deputy Administrator, Robert Jacobs; Executive Assistant, Natalie Bird.

County personnel present included Karri Hull, Dale Neff, Dave Rowles, Krista Davis, Mike Bloom, and Natalie Corman.

Guests present included Ernest Greene, John Sengle, Amy Schirf, Denise Sticha, Gregory Somers, and Mark Lipka.

Representatives from the news media included Chris Morelli.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, April 9, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from April 9, 2019.

V. ANNOUNCEMENT

Amy Schirf of the Centre County Recycling and Refuse Authority joined the Board to announce the upcoming Household Hazardous Waste Collection Event on April 26 from 9 AM – 5 PM and April 27 from 8 AM – 2 PM. This event provides the community with a means to properly dispose and recycle hazardous materials including insecticides, weed killer, pool chemicals, cleaners, poisons, oil based paint, CFL bulbs and most other hazardous chemicals. Please do not bring latex paint, motor oil, anti-freeze or medications.

Commissioner Dershem invited Sheriff Bryan Sampsel to join the Board to announce Prescription Drug Take Back Day on Saturday, April 27. The Centre County Sheriff's Office will be at two locations, Burkholder's Country Market in Spring Mills and Weis

Market in Philipsburg from 10 AM – 2 PM. The will be accepting prescription and over the counter medication, liquids in a leak proof container, tablets and capsules, and pet medications. Please do not bring injectable, syringes, needles, aerosol cans, medicines containing iodine, thermometers, or illegal drugs.

VI. PROCLAMATION

- A. Proclamation No. 7 of 2019 – In honor of Safe Digging Month, Mark Lipka of Pennsylvania One Call explained the importance of dialing 811 to prevent damage to underground facilities. The service is free to homeowners and nonprofits, by calling 811 or submitting a request online at least three days in advance. Pennsylvania One Call will notify local utility companies to mark their underground facilities. Commissioner Higgins asked if there is a minimum digging depth when Mark would recommend placing a call to 811. Mark said anytime someone is digging with power equipment, call before you dig it is the safest thing you can do. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 7 of 2019 proclaiming April 2019 as Pennsylvania 811 Safe Digging Month.
- B. Proclamation No. 8 of 2019 – Denise Sticha, Executive Director of the Centre County Library and John Sengle, President of the Centre County Library and Historical Museum Board of Trustees shared with the Board the 61st anniversary of National Library Week. Libraries provide services and educational resources such as the Bookmobile that makes 19 stops each week. The Centre County Library celebrates its 80th anniversary this year. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to proclaim April 7-13, 2019 as Centre County Library Week.

VII. REQUEST FOR PROPOSALS

- A. Planning – Mike Bloom joined Denise and John to introduce a request for proposals for the design and replacement of the existing heating, ventilation and air conditioning system at the Holt Memorial Library Branch in Philipsburg, PA. This project will be a complete replacement of the HVAC system and will be funded through a Keystone Grant from the Department of Education with the required match funding provided by the Friends of the Holt Memorial Library – Dept. 151.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the RFP – Design/Replacement of Holt Memorial Library HVAC System.

- B. Human Services – Margaret Gray reported that in March the Board approved solicitation to seek proposals for crisis diversion services. Proposals were due to the Controller's Office on Thursday, April 11 and there were none received. Margaret said the request for proposals would be re-evaluated and Commissioner Pipe asked to see this again in two weeks – Dept. 561.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table RFP – Crisis Diversion Services until April 30.

VIII. CONTRACTS

- A. Criminal Justice Planning – Director Karri Hull asked the Board to consider submission of a Project Modification Request to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the 2018-2020 County Intermediate Punishment Program grant. The grant total is \$251,629, which is State funded for the period of July 1, 2018 through June 30, 2020 - Dept. 306.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the project modification request to next week's Consent Agenda.

- B. Emergency Communications – Director Dale Neff and Dave Rowles presented the following items:

- i. Contract with Centre WISP Venture Company, LLC, the successful bidder for the IFB – Wireless Internet Service Provider Co-Location Project, for the lease of tower space at the Centre Hall tower site. The contract total is \$10,616.24 for the period of April 23, 2019 through April 22, 2024. After expiration of the initial term, the agreement will automatically renew on an annual basis. Dave said they expect to have the broadband operational by September. Commissioner Pipe encouraged residents to visit the website for Centre WISP to get more details on the services that will be provided – Dept. 354.
- ii. Contract renewal with Voiance Language Services, LLC to provide language interpretation services to 9-1-1. The contract rate is \$.75 per minute, which is billed monthly based on service use for the period of May 10, 2019 through May 9, 2020 – Dept. 354.
- iii. Contract renewal with NetMotion Software, Inc. to provide maintenance for the secured VPN which police departments use to access CAD and CAD mobile data on computers in their vehicles. The agreement includes 24 x 7 technical support, upgrades, tech notes and web based support, patch and point release at no additional charge, and guaranteed response times. The contract total is \$2,940 for the period of May 18, 2019 through May 17, 2020 – Dept. 354.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with Centre WISP Venture Company, LLC and the contract renewals with Voiance Language Services, LLC and NetMotion Software, Inc. to next week's Consent Agenda.

- C. Human Services – Administrator Natalie Corman presented the following contract:

- i. MH/ID/EI – D&A – Contract with Discovery House to provide drug and alcohol services that include outpatient methadone maintenance services. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

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

- D. Information Technology Services – Chad Joyce presented a contract renewal with Acordex Imaging + Mobile to provide annual support for the third party WEBIA image viewer. The contract total is \$540 for the period of July 6, 2018 through July 5, 2019 – Dept. 142.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with Acordex Imaging + Mobile to next week's Consent Agenda.

- E. Risk Management – Krista Davis presented the professional liability insurance policy for the District Attorney's Office through NDAA Insurance Services. The total premium is \$27,975 for the period of June 6, 2019 through June 6, 2020 - Dept. 112.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the policy with NDAA Insurance Services to next week's Consent Agenda.

IX. LETTER OF SUPPORT

X. CONSENT AGENDA

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

- A. Commissioners – Agreement with Weber Murphy Fox, Inc. (WMF) to provide Architectural Professional Services for a renovation to the Courthouse. The contract total is \$47,500 - Dept. 111.
- B. Controller – Contract renewal with Milliman for the production of a valuation report, GASB 75 Other Postemployment Benefit (OPEB) Financial Reporting for Fiscal Years 2018 and 2019, as well as an interim year report as of December 31, 2019, which will be prepared in 2020. The purpose of the valuation report is to determine if the county is required to fund any post-employment benefits, other than pensions, on a pay-as-go-basis or via an established trust fund. The contract total is \$17,415 for the period of January 1, 2019 through December 31, 2020 – Dept. 125.
- C. Financial Management – Contract renewal with Superior LLC, a Central Square Company, to provide annual maintenance and support for the Finance Plus software. The contract total is \$35,773.49 for the period of February 1, 2019 through January 31, 2020 – Dept. 113.
- D. Information Technology Services – Maintenance contract renewal with Conduvis Technologies. Conduvis Technologies provides quick recovery for deleted files. The contract total is \$976.29 for the period of March 29, 2019 through March 28, 2019 – Dept. 142

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XI. ADMINISTRATOR'S REPORT

Margaret Gray presented to the Board a letter from the Benner Township Water Authority requesting the County consider transferring ownership of an Onan 30 KW generator. The generator would use the generator to provide emergency power to the Hampton/Opequon water system, which also serves the Benner Township Elementary School. Commissioner Pipe asked that this be considered at a future meeting.

XII. LIQUID FUELS

XIII. FEE FOR LOCAL USE

XIV. CHECK RUN

Commissioner Higgins reported the check of the week was in the amount of \$1,580 for the STOP grant. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$562,622.67 dated April 12, 2019.

XV. DISCUSSION ITEMS

XVI. RECOGNITION

XVII. C-NET REQUESTS

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,547 registered voters in Centre County. The precinct of the week is #33 State College West Central 1 with 1,373 registered voters. In the General Election they had 458 ballots cast for a voter turnout of 33.36%.

B. Announcements

Centre County Government Offices will be closed on Friday, April 19 for Spring Break.

XIX. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XX. PUBLIC MEETING SCHEDULE

Tuesday, April 16, 2019

BOC Meeting - 10:00 AM - Room 146WB

Thursday, April 18, 2019

Finance Committee - 9:00 AM - Room 146WB

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

Retirement Board - 11:00 AM - Room 146WB

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Tuesday, April 23, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, April 25, 2019

Finance Committee – 9:00 AM – Room 146WB

BOC/Salary Board – 10:00 AM – Room 146WB

Retirement Board – 11:00 AM – Room 146WB

XXI. BID / PROPOSAL SCHEDULE

Tuesday, April 16, 2019

Opening of Proposals – RFP Crisis Diversion Services

Tuesday, April 30, 2019

Proposal Award – RFP Crisis Diversion Services

XXII. ELECTION ANNOUNCEMENTS

Monday, April 22, 2019

Last day to register before the primary.

Tuesday, April 23 – Thursday, April 25, 2019

Election Board Training Classes – CCCF Community Room – 9 AM, 2 PM, and 6 PM

Tuesday, May 14, 2019

Last day to apply for a civilian absentee ballot.

Friday, May 17, 2019

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, May 21, 2019

Municipal Primary

XXIII. QUESTIONS FROM THE PRESS

XXIV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 10:40 AM.

ATTEST:

Margaret N. Gray
Administrator