



BOARD OF COMMISSIONERS MINUTES

Tuesday, April 18, 2023 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, PA 16823

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:02 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, Human Services Administrator Julia Sprinkle, Jim Coslo, Karri Hull, Chad Joyce, Dave Lomison, Faith Ryan, Cathy Arbogast, and Ray Stolinas.

Guests present included Mitzi Gallagher, Efrain Marimon, Liana Glew, and Brandy Henry.

Representatives from the news media included Breanna Hanley.

C-NET staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. ADDITIONS TO THE AGENDA

There were no additions made to the Agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting held on April 11, 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 April 11, 2023.

VI. PROCLAMATION

Proclamation 13 of 2023 – Jim Coslo joined the Board in proclaiming April 23-29, 2023, as Conservation District Week in Centre County. Jim stated the Conservation District in Centre County was formed in 1954. The Conservation District is responsible for the conservation of our soil and water resources, assist in watershed protection and flood prevention, preserve woodlands and wildlife, and protect public lands, and protect and promote the health and safety of general welfare of the people.

The Conservation District in Centre County is made up of seven members, nine full time employees and two part-time employees.

The Board thanked Jim, his staff, and all of the Conservation District Board for all of their hard work while protecting our natural resources and making Centre County beautiful.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 13 of 2023 proclaiming April 23-29, 2023, as Conservation District Week.

Proclamation 14 of 2023 – Karri Hull, Efrain Marimon, Liana Glew and Brandy Henry joined the Board in proclaiming April 14-21, 2023 as Justice Education Week in Centre County. Penn State Restorative Justice Initiative brings awareness to the impact of incarceration for people returning home. They have a direct reentry program that they ran about 2 weeks ago. They have multiple events that are held in Centre County. The re-entry simulation will be held on this Thursday at Penn State HUB from 2-5 PM.

The Board thanked our Criminal Justice Planning Department and Penn State Restorative Justice for making a positive difference in returning citizens in Centre County. Commissioner Dershem stated the various programs that Centre County offers individuals for treatment to help them re-enter into our society makes a huge difference in their lives.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 14 of 2023 proclaiming April 14-21, 2023 as Justice Education Week.

VII. RESOLUTION

Resolution 5 of 2023 – Mitzi Gallagher asked the Board to approve a Resolution to apply for the Redevelopment Assistance Capital Projects (RACP) Moshannon Valley Emergency Medical Services (MVEMS) full application and business plan. Mitzi stated that SEDA-COG will be applying for this project and stated it is a \$1 million award to construct a 9,900 square foot multi ambulance and vehicle bay and training center. It will help create 10 full-time jobs and allow training to be held at the facility.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 5 of 2023.

VIII. CONTRACTS – AUTHORIZATION

- A. Planning and Community Development – Mitzi Gallagher asked the Board to approve the Statement of Compliance letter for the Moshannon Valley Emergency Medical Services (MVEMS) Redevelopment Assistance Capital Program (RACP) application and business plan – Dept. 151. Mitzi stated the County will agree to follow all compliances of RACP for this project and SEDA-COG will ensure compliance.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Statement of Compliance letter for the MVEMS Redevelopment Assistance Capital Program (RACP) application and business plan.

- B. Commissioners – Administrator John Franek Jr. asked the Board to approve an agreement with Lazar M. Palnick, Esq. to provide grant funding consultation services to the County from Lazar Palnick, and associates Dan Connolly and David Lucas. A monthly retainer of \$3,000 plus travel expenses will be paid for the period of April 1, 2023 to March 31, 2024 – Dept. 111.

Action: *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the agreement with Lazar M. Palnick, Esq.*

- C. Information Technology Services – Chad Joyce asked the Board to approve the purchase order from Bettwy Systems to upgrade the wireless microphone system for the Willowbank Conference Room 146. Bettwy Systems will remove all the old electronics leaving the wireless tabletop microphones, upgrade the cassettes for the microphones (battery holders), upgrade the battery charger, and change the channels of the tabletop microphones to avoid interference and static problems. The total of the equipment and labor to install is \$6,549.92 – Dept 142.

Action: *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase of equipment for the Willowbank Conference Room 146 from Bettwy Systems.*

- D. Transportation – Dave Lomison asked the Board to approve the In-Kind purchase of three vehicles from Penn State University using In-Kind funds. The total cost to obtain the vehicles listed would be \$71,610. This is inclusive of the 10% fee that Penn State charges – Dept 531/532.

Vehicle	Price
2017 Ford Fusion Hybrid Sedan	\$12,125.00
2012 Chevrolet 4X4 Truck w/ Plow	\$12,975.00
2015 Isuzu Box Truck with Power Lift Gate	\$40,000.00

Action: *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase of three vehicles with PSU In-Kind funds.*

- E. Risk Management – Deputy Administrator Natalie Corman asked the Board to approve a contract renewal with S-C Joint Venture to provide leasing options for the Pugh Street MDJ Offices for three additional years. The base costs are as follows:

1. September 1, 2023 – August 31, 2024: \$4,906 per month \$58,872 per year
2. September 1, 2024 – August 31, 2025: \$5,029 per month \$60,348 per year
3. September 1, 2025 – August 31, 2026: \$ 5,155 per month \$61,860 per year

The contact total is \$181,080 plus additional fees for insurance, taxes and common area charges for the period of September 1, 2023 to August 31, 2026 – Dept 112/257.

Action: *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with S-C Joint Venture to next week’s Consent Agenda.*

Human Services

- F. Adult Services – Faith Ryan asked the Board to approve a contract with Housing Transitions, Inc to provide Emergency Services funded through the Department of Community & Economic Development (DCED) Emergency Solutions Grant (ESG). The contract total is \$78,000 funded as follows: Federal \$78,000 for the period of December 7, 2022 to June 6, 2024 – Dept 501.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Housing Transitions, Inc. to next week's Consent Agenda.

- G. MH/ID EI- D&A – Cathy Arbogast asked the Board to approve the grant renewal application to Pennsylvania Office of Mental Health and Substance Abuse Services (OMHSAS) for the First Episode Psychosis Program Grant. The grant will provide continued funding of this program provided by a team of providers, led by Oasis Lifecare. The grant will cover the cost of services for eligible participants. The grant total is \$181,901.02 funded as follows: State \$181,901.02 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant with Pennsylvania Office of Mental Health and Substance Abuse Services.

IX. LIQUID FUELS – FEE FOR LOCAL USE

- i. Administrator John Franek Jr. asked the Board to approve a liquid fuels application for Burnside Township in the amount of \$20,000 for a drainage improvement project to replace pipes on Main Street, Viehdorfer Road, Sunset Drive, and Hilltop Drive – Dept. 411.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the liquid fuels application for Burnside Township.

X. 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. Recorder of Deeds – Consider approval of a contract with RBA Professional Data Systems to create/replicate a data and file extract process for Graphical User Interface (GUI) Service. The contract total is \$1,550 with an estimated installment and completion date by August 1, 2023 – Dept 133.

Humans Services

- B. Aging – Consider approval of sponsorship to Adult Children of Aging Parents (ACAP) for the upcoming year ending on May 1, 2024. ACAP of Centre County provides education programs that provide information, resources, and support to adult children who are caring for dependent parents. The sponsorship total is \$1,000 funded as follows: State \$1,000 – Dept. 521.

C. Information Technology Services

- i. Contract with Creating Margin Corporation to purchase a Pronestor Planner and Display. The software included will provide room reservations capabilities and the

displays will be located outside the conference rooms. The cost includes the software license, set up, and the purchase of the display tablets. Yearly ongoing costs for the four displays is \$1,880. The contract total is \$5,416 for the period of April 28, 2023 to April 27, 2024. – Dept 142.

- ii. Consider approval of Addendum #1 with Reclamere to provide computer asset destruction (hard drives, media tapes, etc.) by secure shredding. Destruction was approved by the Board of Commissioners on October 25, 2022 for an amount not to exceed \$8,000. Due to a high number of old cell phones that needed to be destroyed, the amount ended up being \$12,751.75. The addendum total is \$12,751.75, adding an additional \$4,751.75 for the period of October 1, 2022 to November 30, 2022 – Dept 142.

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

XI. AUTHORITIES, BOARDS AND COMMISSIONS

BOARD	NAME	ACTION	TERM
Drug & Alcohol Planning Council	Irvin Moore	Appointment	April 18, 2023 – December 31, 2025

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC term appointment.

XII. C-NET REQUESTS

- i. Administrator John Franek Jr. asked the Board to approve the sponsorship for the taping of the livestream 2023 Municipal Primary Vote-By-Mail Processing Room at The Penn Stater Hotel and Conference Center.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the CNET sponsorship for the 2023 Municipal Primary Vote-By-Mail Processing Room.

- ii. Natalie Corman asked the Board to approve the sponsorship for the taping of the Rose Cologne Volunteer Dinner hosted by the Centre County Council for Human Services on April 27, 2023 at The Penn Stater Hotel and Conference Center.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the CNET sponsorship for the 2023 Rose Cologne Volunteer Dinner.

XIII. CHECK RUN

Check run in the amount of \$816,930.02 dated April 14, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated April 14, 2023.

XIV. ADMINISTRATOR'S REPORT

XV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,805 registered voters in Centre County. The Precinct of the week is Precinct #7 Howard Borough. In the last Election

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there were 490 registered voters with 356 ballots cast for a voter turnout of 72.65%.

B. Announcements

XVI. EXECUTIVE SESSION REPORT

XVII. PUBLIC MEETING SCHEDULE

Thursday, April 20, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, April 25, 2023

Board of Commissioners – 10 AM – Willowbank 146

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

Thursday, April 27, 2023

Finance Committee – 9 AM – Willowbank 146

Retirement Board – 10 AM – Willowbank 146

XVIII. QUESTIONS FROM THE PRESS

ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:53 AM.

ATTEST: _____

John Franek Jr.

Administrator