



BOARD OF COMMISSIONERS MINUTES

Tuesday, April 25, 2023 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 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, Karri Hull, Chad Joyce, Cathy Arbogast, Ray Stolinas, Liz Lose, Chris Schnure, and Tracy Martin.

Guests present included Betsy Lockwood (Zoom), Wes Cartwright (Zoom), Marisa Vicere, and Connor Lewis.

Representatives from the news media included Gary Sinderson and Halie Kines.

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 18, 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 18, 2023.

VI. PROCLAMATION

Proclamation 16 of 2023 – Connor Lewis joined the Board in proclaiming April 28, 2023, as Workers' Memorial Day in Centre County. Connor is the President of Seven Mountains AFL-CIO. The motto for Workers' Memorial Day is mourn for the dead and fight for the living which was created by Mary Harris who is a leader of the American Labor Movement. The Board thanked Connor for advocating for the workers safety.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 16 of 2023 proclaiming April 28, 2023, as Workers' Memorial Day in Centre County.

Proclamation 17 of 2023 – Cathy Arbogast and Marisa Vicere joined the Board in proclaiming May 14, 2023 as Mental Wellness Day and May 2023 as “Mental Health Awareness Month” in Centre County. Marisa stated mental health is something that needs to be focused on each day to continue to grow as a community. On May 13th, Jana Marie Foundation will be in State College for Jam Fest from 12-5 PM, which will offer live music and various wellness activities, and interactive stations to focus of daily well-being. Jana Marie Foundation will also be offering several free mental health programs in May and more information can be found on their website. Cathy also stated on May 18th there will be the 17th Annual Celebration of Mental Health Recovery event with a theme “This is us” at Millbrook Marsh Nature Center at 4:30 PM which is open to the public. The Board thanked Marisa and Cathy for everything they continue to do for the wellness of Centre County residents.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 17 of 2023 proclaiming May 14, 2023 as Mental Wellness Day and May 2023 as “Mental Health Awareness Month” in Centre County.

VII. RESOLUTION

- A. Resolution 6 of 2023 – Administrator John Franek Jr. asked the Board to approve a Resolution amending the terms of the Right of Way Agreement Declaration dated April 15, 2003 pertaining to the Centre County Correctional Facility property. This Resolution further resolves that the Commissioners are authorized to execute the Amendment to Right of Way Declaration when the Centre County Industrial Development Corporation acquires title to adjoining Lot 2 as shown on the Four Lot Subdivision of Lands of the Commonwealth of Pennsylvania for the Centre County Correction Facility – Dept. 111.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 6 of 2023.

VIII. BIDS AND PROPOSALS

- A. Centre County Broadband Expansion – Liz Lose requested the Board to approve the request proposals from internet providers to develop their plan for expansion of high-speed broadband to include unserved and underserved prioritized communities within Centre County. The project proposals will allow the County to consider partnership and level of support for identified providers – Dept. 151.

Liz stated as proposals come through it will then be determined if the County can support and consider the proposals. The next step would be for the ISP to submit an application to the authority which then undergo a review process. They are looking for providers to really focus on the target areas. They could potentially be looking at 4 to 5 projects to move forward at once.

The Board thanked Liz for all of her work on the Broadband Project especially with the tight deadline.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the Request for Proposals – Centre County Broadband Expansion.

IX. CONTRACTS – AUTHORIZATION

A. Planning and Community Development

- i. Liz Lose asked the Board to approve a Professional Services Agreement with Columbia Telecommunications Corporation d/b/a CTC Technology & Energy to provide consultation services with the Broadband Expansion RFP. The agreement is not to exceed \$7,500 for the period of May 1, 2023 to April 30, 2024 – Dept. 151.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Professional Services Agreement with Columbia Telecommunications Corporation d/b/a CTC Technology & Energy.

- ii. Betsy Lockwood asked the Board to approve the revised application for the Appalachian Regional Commission (ARC) for a new 9,350 sq. ft. ambulance and training headquarters in Rush Township by the Moshannon Valley EMS (MVEMS). The new application demonstrates the newly constructed building as a center for training and workforce development that will produce certified EMS Technicians to fill a critical need in the service area. The new ARC application deadline is April 30, 2023. The contract total is \$2,085,111 funded as follows: ARC \$300,000, State (RACP and LSA): \$1,200,000, and Local Financing: \$585,111 – Dept. 151.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the revised application for the Appalachian Regional Commission (ARC) for the ambulance and training headquarters for the Moshannon Valley EMS of which Centre County is serving as the applicant.

- iii. Ray Stolinas asked the Board to approve an engagement letter for the audit by the Office of the Budget who conducted a performance audit of the Redevelopment Assistance Capital Program Grant agreement for the Titan Park Plant 1 Improvements – Navitus project, Contract Number ME 300-2188, between the Commonwealth of Pennsylvania, acting through the Office of the Budget (OB) and the Centre County Board of Commissioners (Grantee) and of the Cooperation Agreement between the Grantee and Navitus, LLC (Sub-Grantee). The scope of our audit (except as otherwise noted) is for the period October 30, 2017 through the end of our field work – Dept. 151.
- iv. Ray Stolinas asked the Board to approve the PA Governor's Office of Budget conducted an on-site audit of the Centre County Commissioners / Navitus, LLC's Redevelopment Assistance Capital Program (RACP) Application for Payment Request No. 5, dated August 16, 2022 for the Titan Park Plant 1 Improvements-Navitus for the Period of October 30, 2017 through April 19, 2023, end of audit field work, for the purpose of the examination of the accounting records and other evidence considered necessary which demonstrate the financial information appearing on the RACP applications for payment submitted by Centre County Commissioners on behalf of Navitus, LLC. We respectfully request the Board of Commissioners execute the Management Rep. letter considering representations made at the audit – Dept. 151.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Planning items iii-iv.

- v. Chris Schnure asked the Board to approve a Memorandum of Understanding (MOU) with 234 Shady Farm Lane LLC and Walker Township for the Preliminary Subdivision Plan – Shady Lane Estates located in Walker Township; CCPCDO File No. 42-23. This proposal represents a Preliminary Plan Submission showing the subdivision of 91 lots, comprising 90 residential lots and 1 stormwater management lot with corresponding infrastructure consisting of 24.327 acres. This subdivision is location along the western side of East College Avenue (State Route 0064) approximately 1,800 feet south from its intersection with the traffic signal at Zion Road (State Route 0550) and Cobblestone Road (T-558) – Dept 151.
- vi. Chris Schnure asked the Board to approve a Memorandum of Understanding (MOU) with TCBM Investments, LLC and Potter Township for the Preliminary Land Development Plan for All Storage Solutions location in Potter Township; CCPCDO File No. 32-23. This proposal represents a preliminary plan submission showing the development of eight (8) self-storage buildings with corresponding infrastructure. This proposal is located along General Potter Highway (State Route 0322) at its intersection with Summer Lane (T-599) and Designers Drive (Private) – Dept 151.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Planning items v-vi to next week's Consent Agenda.

- B. Criminal Justice Planning – Karri Hull asked the Board to approve the Grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Intermediate Punishment Treatment Program Funds for 2023-2024. These funds support Centre County's Intermediate Punishment program, the DUI Treatment Court and Drug Court. The grant total is \$130,000 for the period of July 1, 2023 to June 30, 2024 – Dept 306.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant application with Pennsylvania Commission on Crime and Delinquency (PCCD) for the Intermediate Punishment Treatment Program Funds.

- C. Records Management – Tracy Martin asked the Board to approve the destruction of County records from the following departments: Aging, Central Counties Youth Center, Commissioners, Conservation District, Controller, District Judge Lachman, Domestic Relations, Human Resources, Probation, Recorder of Deeds, Risk Management, Transportation, and Treasurer. All records exceed the Pennsylvania Historical Museum Commission's guidelines for record retention. There is no contract total – Dept 143.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the destruction of County records to next week's Consent Agenda.

- D. Information Technology Services – Chad Joyce asked the Board to approve a contract renewal with CDW-G to provide Duo Security. Duo Security is a multi-authentication application used to enhance cybersecurity. The contract total is \$21,420 for the period of June 11, 2023 to June 10, 2024 – Dept 142.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with CDW-G to provide Duo Security to next week's Consent Agenda.

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. Risk Management – 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.

Human Services

B. Adult Services – Consider approval of 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.

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

XI. CHECK RUN

Check run in the amount of \$2,251,868.62 dated April 21, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated April 21, 2023.

XII. ADMINISTRATOR'S REPORT

XIII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,818 registered voters in Centre County. The Precinct of the week is Precinct #8 Milesburg Borough. In the last Election there were 704 registered voters with 472 ballots cast for a voter turnout of 67.05%.

B. Announcements

- i. The Board of Commissioners and Salary Board meetings on Thursday, May 4, 2023 have been CANCELLED.
- ii. The Board of Commissioners meeting on Tuesday, May 16, 2023 has been CANCELLED due to the Municipal Primary Election.

XIV. EXECUTIVE SESSION REPORT

BOARD OF COMMISSIONERS MINUTES
TUESDAY, April 25, 2023
PAGE 6

XV. PUBLIC MEETING SCHEDULE

Tuesday, April 25, 2023

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

Board of Elections – 3 PM – Willowbank 146

Tuesday, May 2, 2023

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 1:00 PM – Willowbank 146

XVI. QUESTIONS FROM THE PRESS

XVII. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:55 AM.

ATTEST: _____

John Franek Jr.

Administrator