



BOARD OF COMMISSIONERS MINUTES

Tuesday, May 24, 2022, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, 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 10:01 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Human Service Administrator Natalie Corman, Joni MacIntyre, Dave Lomison, Ray Stolinas, Jeff Wharran, Kristen Simkins and Krista Davis.

Guests present included Mitzi Long, Joanne Schaeffer, Dennis Hameister, & Rich Stehouwer.

Dan Kozloff, Garrett Moore with Plante Moran and Jon Cox with Eckart Seamans attended via zoom.

Representatives from the news media included Gary Sinderson.

C-NET staff were present.

III. PUBLIC COMMENT

There were no comments from the public.

IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, May 17, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from May 17, 2022.*

VI. ANNOUNCEMENTS

VII. PROCLAMATION

Proclamation 22 of 2022 – Proclaiming the 50th Anniversary of Centre County Recycling and Refuse Authority in Centre County.

Joanne Schaeffer, Recycling Deputy Director & Recycling Coordinator and Board Members Dennis Hameister and Rich Stehouwer spoke about the organization and how it has evolved over the years. CCRRA will be holding an open house on Saturday, June 4 from 9 AM to 12 PM and invited everyone to come and tour the facility.

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Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 22 of 2022.*

VIII. BIDS AND PROPOSALS

Professional Underwriting Services – Joni MacIntyre, Dan Kozloff and Garrett Moore with Plante Moran as well as Jon Cox with Eckart Seamans via zoom asked the Board to approve the contract award for the Request for Professional Services. Dan Kozloff with Plante Moran recommends Janney Montgomery Scott LLC – Dept. 113.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to enter into contract negotiations for the RFP – Professional Underwriting Services with Janney Montgomery Scott LLC.*

IX. AMERICAN RESCUE PLAN ACT (ARPA)

X. CONTRACTS – AUTHORIZATIONS

Human Services

A. Children and Youth

Human Service Administrator Natalie Corman asked the Board to approve the following contracts:

1. Contract renewal with Centre Safe to provide child welfare services for children and youth. The contract total is \$4,900 funded as follows: State \$3,920 and County \$980 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
2. Contract renewal with Kindercare Learning Centers LLC to provide childcare services. The contract total is \$8,000 funded as follows: State \$6,400 and County \$1,600 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
3. Contract renewal with ABC Children’s Center, LLC to provide childcare services. The contract total is \$10,000 funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
4. Contract renewal with Alternative Living Solutions to provide transitional living and supervised living services for dependent and delinquent youth. The contract total is \$70,000 funded as follows: State \$56,000 and County \$14,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
5. Contract renewal with Premier Biotech to provide drug testing products and laboratory services. The contract total is \$4,000 funded as follows: State \$3,200 and County \$800 for the period of January 1, 2022 to December 31, 2022 – Dept. 511.
6. Contract renewal with McCloskey Counseling Center to provide counseling services. The contract total is \$12,000 funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
7. Contract renewal with Aimee Senott to provide counseling services. The contract total is \$10,000 funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
8. Contract renewal with Claire Kimmel, Esquire to provide legal services for the Department. The contract total is \$32,000 funded as follows: State

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\$25,600 and County \$6,400 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.

9. Contract renewal with Bobbie Rabuck, Esquire to provide legal services for the Department. The contract total is \$ 30,000 funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
10. Contract renewal with H. Denning Mason, Esquire to provide legal services to the Department. The contract total is \$10,000 funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
11. Contract renewal with YMCA of Centre County-Penns Valley to provide childcare services. The contract total is \$2,000 funded as follows: State \$1,600 and County \$400 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
12. Contract renewal with YMCA of Bellefonte to provide childcare services. The contract total is \$11,000 funded as follows: State \$8,800 and County \$2,200 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
13. Contract renewal with YMCA of Centre County-State College to provide childcare services. The contract total is \$2,000 funded as follows: State \$1,600 and County \$400 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
14. Contract renewal with Avanco International, Inc. for the Child Accounting and Profile System (CAPS) application service. The contract total is \$37,439.26 funded as follows: State \$24,335.52 and County \$13,103.74 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
15. Consulting services addendum with Avanco International, Inc. to the Child Accounting and Profile System (CAPS) service provider agreement. The addendum total is \$30,500 funded as follows: State \$19,825 and County \$10,675 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
16. Contract renewal with Avanco International, Inc. for the Child Accounting and Profile Systems (CAPS) for the fiscal year 2022-2023 Child Welfare Information Solution (CWIS) maintenance. The contract total is \$5,149.58 funded as follows: State \$3,347.23 and County \$1,802.35 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.
17. Contract renewal with Drug and Alcohol Rehabilitation Services Inc.-Manos House to provide young men treatment for addictions and its associated problems. The contract total is \$8,000 funded as follows: State \$4,800 and County \$3,200 for the period of July 1, 2022 to June 30, 2023 – Dept. 511.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the CY&S items 1-17 to next week's Consent Agenda.*

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- B. MH/ID– Human Service Administrator Natalie Corman asked the Board to approve the fiscal year 2020 – 2021 Income and Expenditures Report for Pennsylvania Office of Child Development and Early Learning (PA OCDEL). The contract total is \$1,020,944 funded as follows: State \$922,502 and County \$98,442 for the period of July 1, 2020 to June 30, 2021 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the fiscal year 2020 – 2021 Income and Expenditures Report for Pennsylvania Office of Child Development and Early Learning (PA OCDEL).*

- C. Emergency Management Agency – Jeff Wharran asked the Board to approve the submission of the fiscal year 2022 Emergency Management Performance Grant. This grant reimburses up to 50% of EMA employee salaries and benefits, contract total to be determined for the period of October 1, 2021 to September 30, 2022 – Dept. 351.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the submission of the Emergency Management Performance Grant to next week’s Consent Agenda.*

- D. Human Resources – Kristen Simkins asked the Board to approve a contract with CBY Systems to complete background checks for Sheriff personnel in compliance with Act 57. The contract total is \$456.25 for the period of April 26, 2022 to April 26, 2023 – Dept. 114.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with CBY Systems to next week’s Consent Agenda.*

- E. Planning and Community Development

Director of Planning Ray Stolinas asked the Board to approve the following items:

- i. Contract addendum with Herbert, Rowland and Grubric, Inc. (HRG, Inc.) to provide supplement engineering services to the agreement originally executed April 14, 2020 to include the addition of Best Management Practices Verification, as HRG, Inc. will subcontract the GIS data processing for this task to the Chesapeake Conservancy and will provide direct assistance to Centre County for field verification logistics. The contract total is \$21,000 – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract addendum with HRG, Inc. to next week’s Consent Agenda.*

- ii. Accept the Redevelopment Assistance Capital Program (RACP) grant funding for the Centre Volunteers in Medicine (CVIM) clinic construction in Ferguson Township in the amount of \$500,000 – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the RACP grant funding for the CVIM clinic construction.*

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F. Risk Management

Krista Davis asked the Board to approve the following items:

- i. Consider approval of the submission of a loss prevention grant application to Pennsylvania Counties Risk Pool (PCoRP) in the amount of \$29,718.35 – Dept. 112.
- ii. Contract renewal with Pennsylvania Counties Risk Pool (PCoRP) for property/casualty insurance in the amount of \$417,548 for the period of June 1, 2022 to June 1, 2023 – Dept. 112.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Risk Management items i-ii to next week's consent agenda.*

XI. CONSENT AGENDA

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

- A. **Aging** – Consider approval for lease renewal for the Centre Hall Senior Center in the Centre Hall Fire Company. The lease total is \$13,500 from the period of July 1, 2022 to June 30, 2025 – Dept. 521.
- B. **Planning and Community Development** – Memorandum of Understanding (MOU) for the Final Land Development Plan for Land of Andrew G. Kotzur – M & D Storage Phase 2; CCPCDO File No. 149-21. This proposal represents the second phase of M & D Storage showing three proposed self-storage buildings and stormwater management upgrades to account for the additional improvements. This proposal is located along the northern boundary of West Sycamore Road (State Route 0144) and the western boundary of West Nectarine Street (T-712), approximately 350 feet west of the municipal boundary line with Snow Shoe Borough, located in Snow Show Township – Dept. 151.

XII. AUTHORITIES, BOARDS AND COMMISSIONS

ABC	Name	Action	Term
MH/ID/EI Advisory Board	Christopher Potalivo	Appointment	June 1, 2022 – May 31, 2025
Aging Advisory Council	Liza Behrens	Appointment	January 1, 2022 – December 31, 2024
Aging Advisory Council	Charles Mensch	Re-Appointment	March 1, 2022 – February 29, 2025
Aging Advisory Council	Gail Miller	Re-Appointment	March 1, 2022 – February 29, 2025
Aging Advisory Council	Kate Bennett	Term Expiration	February 1, 2019 – February 28, 2022
Aging Advisory Council	Jeffrey Frazier	Term Expiration	February 1, 2019 – February 28, 2022
Aging Advisory Council	Brian Meader	Term Expiration	February 1, 2019 – February 28, 2022

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Local Emergency Planning Committee	Lacey Haney	Appointment	
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Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC appointments, re-appointments and term expirations.*

XIII. LIQUID FUELS – FEE FOR LOCAL USE

Joni MacIntyre asked the Board to consider the following items:

- i. Consider approval of the submission of 2021 report of the County Fee for Local Use Funds to PennDOT.
- ii. Consider approval of the submission of the 2021 report of the Liquid Fuels Tax Fund to PennDOT.
- iii. Consider approval of Liquid Fuels reimbursement payment in the amount of \$241.52

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Liquid Fuels and Fee for Local Use items i-iii.*

CHECK RUN

Check run in the amount of \$613,075.73 May 20, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated May 20, 2022.*

XIV. ADMINISTRATOR’S REPORT

XV. C-NET REQUESTS

XVI. LETTER OF SUPPORT

XVII. REPORTS – ANNOUNCEMENTS.

A. Voter Registration Report

B. Announcements

Centre County Government Offices will be closed on Monday, May 30 for Memorial Day.

XVIII. EXECUTIVE SESSION REPORT

The Board of Commissioners met on Thursday, May 19th from 10:44 – 11:39 AM to discuss a legal matter.

XIX. PUBLIC MEETING SCHEDULE

Tuesday, May 24, 2022

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session 11 AM – Willowbank 146

Board of Elections – 4 PM – Willowbank 146

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Thursday, May 26, 2022

Finance Committee – 9AM – Willowbank 146

Thursday, June 2, 2022

1 PM Certify Official Results – Willowbank 146

Tuesday, May 31, 2022

Board of Commissioners – 10 AM – Willowbank 146

XX. QUESTIONS FROM THE PRESS

XXI. ADJOURNMENT

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

ATTEST:

John Franek Jr.

Administrator