



BOARD OF COMMISSIONERS MINUTES

Tuesday, May 31, 2022, 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

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

County personnel included Beth Lechman, Dave Lomison, Quentin Burchfield, Chad Joyce, Faith Ryan, Julie Lutz, Brenda Reeve, Krista Davis, Human Service Administrator Natalie Corman (zoom) & Human Resource Director Kristen Simkins (zoom).

Guests Present included, Tara Mondock, Travis Wingard, Cindy Hahn, Mitzi Gallagher-Long, Matt Rhoads, Denise McCann, Dave Provan, Phil Breidnan, Jeff Stover, Russ Graham, Kyle Postupael and John Spychelabi.

Representatives from the news media included Gary Sindersen.

C-NET staff were present.

III. PUBLIC COMMENT

Dave Provan of Bellefonte Borough offered public comment about storage of supplies that were stored in the Armory Property for Historic Bellefonte Incorporated.

Tara Mondock and Travis Wingard with Penn State Extension offered public comment about the Master Watershed Program.

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 24, 2022.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from May 24, 2022.

VI. 2022 GENERAL PRIMARY ELECTION RE-COUNT UPDATE

Beth Lechman provided an overview of the plan for the re-count for the 2022 General Primary that will be starting tomorrow, June 1st. The ballots will be collected on a different piece of equipment that was used previously and the goal is to have the re-count completed in one day.

VII. ANNUAL CNET REPORT

Cindy Hahn, Executive Director of C-NET presented an annual presentation to highlight the 2021 year to the Board.

VIII. BIDS AND PROPOSALS

- A. Capital Projects – Administrator John Franek Jr. asked the Board to authorize the release of solicitation of Professional Services for Construction Manager as Advisor (CMA) – Dept. 971.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the release of solicitation of Professional Services.

- B. Copier Services – Chad Joyce and Julie Lutz asked the Board to enter into contract award for the Request for Proposals with Topp Business Solutions– 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 – Copier Services with Topp Business Solutions.

- C. Business and Paratransit Fleet Vehicle Maintenance – Dave Lomison requested to advertise proposals to provide routine and advanced maintenance and repairs on Business and Paratransit Fleet vehicles including, but not limited to, inspections, oil changes, brakes, tires, suspension, heat/air conditioning systems, electrical systems, engine, etc. – Dept. 531/532.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the Request for Proposals – Business and Paratransit Fleet Vehicle Maintenance.

IX. AMERICAN RESCUE PLAN ACT (ARPA)

X. CONTRACTS – AUTHORIZATIONS

Human Services

- A. Aging – Quentin Burchfield and Brenda Reeve asked the Board for approval of AmeriCorps Seniors American Rescue Senior Demonstration Program (SDP) Grant for the Retired Seniors Volunteer Program (RSVP). The grant provides necessary funding to work with member agencies such as Meals on Wheels and the County designated food pantries. Volunteers are provided through the RSVP for these locations to enhance distribution of food and social interaction. The grant total is \$100,000 for the period of July 1, 2022 to June 30, 2024 – Dept. 521.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the AmeriCorps Seniors American Rescue Senior Demonstration Program (SDP) Grant to next week's Consent Agenda.

B. MH/ID

- i. Natalie Corman Human Service Administrator asked the Board to consider approval of the revised Human Services Block Grant for the fiscal year 2020-2021 report. The updated report shows clarified Mental Health medical assistance administrative claims funding per department of Human Services. The report total is \$6,152,611 funded as follows: State \$5,893,445 and County \$259,166 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 revised Human Services Block Grant for the fiscal year 2020-2021 report.

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

- ii. Contract addendum with Strawberry Fields, Inc. to provide additional housing support/CHIPP enhancement services. The addendum will increase \$20,000, increasing the service provider's contract maximum from \$1,169,584 to \$1,189,584 funded as follows: State \$1,134,744 and County \$54,840 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
- iii. Contract addendum with Skills, Inc. to provide additional psychiatric rehabilitation services. The addendum will increase \$14,000, increasing the service provider's contract maximum from \$214,606 to \$228,606 funded as follows: State \$218,067 and County \$10,539 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
- iv. Contract addendum with Crossroads Counseling, Inc. to provide additional outpatient services and recovery house services. The addendum will increase \$64,000, increasing the service provider's contract maximum from \$140,000 to \$204,000 funded as follows: State \$143,070, Federal \$50,019 and County \$10,911 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
- v. Contract renewal with Bauer's All About Kids, LLC to provide early intervention services that include occupational therapy, physical therapy, special instruction and speech pathology. The contract total is \$50,000 funded as follows: State \$45,000 and County \$5,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- vi. Contract renewal with Cen-Clear Child Services, Inc. to provide early intervention services that include occupational therapy, physical therapy, special instruction, speech pathology and IFSP teaming. The contract total is \$125,000 funded as follows: State \$112,500 and County \$12,500 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MH/ID items ii-vi to next week's Consent Agenda.

C. Adult Services

Faith Ryan asked the Board to approve the following items:

- i. Resolution 9 of 2022 –A Resolution authorizing the filing of a proposal for funds with the Department of Community and Economic Development, Commonwealth of Pennsylvania – Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 9 of 2022.

- ii. Submission of an application for the Emergency Solutions Grant CARES (ESG-CV) to the Pennsylvania Department of Community and Economic Development (DCED), requesting a total of \$361,650.71 for the period of October 1, 2022 to March 31, 2024. The grant will support emergency/temporary shelter and homeless prevention services - Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the ESG-CV application to DCED.

- iii. Contract with Housing Transitions Inc. to provide Emergency Shelter Services. This contract is funded through the Human Services Block Grant-Homeless Assistance Program (HSBG-HAP). The contract total is \$57,115 funded through the State for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
- iv. Contract addendum with Centre Helps for the Basic Needs Case Management Program to provide resource management, budgeting, and advocacy services to individuals and families living in Centre County who are struggling financially. The addendum will increase the contract total from \$23,290 to \$62,395 funded through the State for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
- v. Contract addendum with Centre Helps to increase the allocation for the Information and Referral Hotline from \$70,000 to \$94,000 funded through the State for the period of July 1, 2021 to June 30, 2022 – Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Adult Services items iii-v to next week's Consent Agenda.

D. Planning and Community Development

Mitzi Gallagher-Long asked the Board to consider approval of the following items:

- i. IDIS Online Access Request form to authorize Cheryl Kahl of SEDA Council of Governments (SEDA COG) to access IDIS funds relative to Centre County's Community Development Block Grant (CDBG) Entitlement Program – Dept. 817.
- ii. Consider approval of Centre Volunteers in Medicine (CVIM) to abandon the CDBG-CV program, from the CDBG-CV 2020 contract. CVIM did not use the CDBG-CV allocation for the approved project of administering COVID-19 testing and are not planning to use the funds for the project and request the County to abandon the project and reallocate the funding – Dept. 817.
- iii. Consider approval of Centre Helps project and unspent Centre County Rent/Mortgage/Utility Assistance Program, to the Centre County CV Vehicle Repair program. County also certifies Bellefonte modifications - Bellefonte rent/utility program to Bellefonte CV Vehicle Repair program. A public hearing regarding the abandonment of the project and allocation, along with the proposed modified project of a vehicle repair program was held on May 19, 2022 – Dept. 817.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Planning and Community Development items i-iii.

- E. Transportation** – Dave Lomison asked the Board to consider acceptance of a Grant from the Pennsylvania Department of Transportation/Bureau of Public Transportation in the amount of \$462,000 for the period of March 10, 2022 to March 10, 2023. The funds will be used in the purchase of up to five new handicapped-accessible vans – Dept. 531.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Pennsylvania Department of Transportation/Bureau of Public Transportation Grant 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.

Human Services

A. Children and Youth

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 \$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.
- B. Emergency Management Agency – Consider approval of 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.
- C. Human Resources – 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.
- D. Planning and Community Development - Contract addendum with Herbert, Rowland and Grubic, 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.

E. Risk Management

- 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.

XII. AUTHORITIES, BOARDS AND COMMISSIONS

XIII. LIQUID FUELS – FEE FOR LOCAL USE

CHECK RUN

Check run in the amount of \$6,208,194.49 dated May 27, 2022.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated May 27, 2022.

XIV. ADMINISTRATOR'S REPORT

XV. C-NET REQUEST

XVI. LETTER OF SUPPORT

- A. Mitzi Gallagher-Long asked the Board to consider approval for a letter Haines-Aaronsburg Municipal Authority for CDBG-CV discretionary funds to be used for improvements to the water system and new well.
- B. Nomination of Historical Marker for Paradise or Musser's Church and Cemetery in Penns Valley.
- C. Matt Rhoads with 1855 Capital asked the Board to consider approval for a letter for Economic Development Administration Build to Scale Capital Challenge Grant Application.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letters of Support.

XVII. COVID-19 PLANNING AND RESPONSE

Administrator John Franek Jr. announced the CDC declared Centre County's community level as a high/red level and Centre County employees are required to wear masks during a high-level community level. If the level goes to either the medium or low categories, the COVID-19 Pandemic Universal Masking Policy will be rescinded.

A. COVID-19 Pandemic Universal Masking Policy

The Board stated the COVID-19 Pandemic Universal Masking Policy will be in effect and stay in place and will be looking at weekly updates based on the CDC recommendations.

Action: No motions are needed to consider revisions to the COVID-19 Pandemic Universal Masking policy.

B. COVID-19 Testing Policy

Commissioner Pipe explained with the availability of testing sites and the ability to obtain free testing kits at pharmacies with the County's insurance, the COVID-19 Testing Policy can be revoked.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to revoke the COVID-19 Testing policy.

C. COVID-19 Leave Directive

Human Resource Director Kristen Simkins stated at this time there are no revisions to the COVID-19 Leave Directive. Employees are still encouraged to contact Risk Management and Human Resources if they have a positive test in order to determine the duration they should quarantine for. If an employee who is out for more than three days, they must provide a notice from a health care provider or provide a medically administered COVID-19 test. Telehealth visits are still available if an employee is unable to leave their homes as well, in which they can receive an order from a health care provider for a COVID-19 test to be administered.

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

XVIII. REPORTS – ANNOUNCEMENTS.

- A. Voter Registration Report
- B. Announcements

XIX. EXECUTIVE SESSION REPORT

XX. PUBLIC MEETING SCHEDULE

Tuesday, May 31, 2022

2:30 PM - Board of Elections – Willowbank 146

Thursday, June 2, 2022

Board of Commissioners – Salary Board – 10 AM – Willowbank 146

4 PM Board of Elections - Certify Official Result – Willowbank 146

XXI. QUESTIONS FROM THE PRESS

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously adjourn the meeting at 11:23 AM.

ATTEST:

John Franek Jr.

Administrator