



## BOARD OF COMMISSIONERS' MINUTES

Thursday, June 4, 2020, 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 Centre County Board of Commissioners was convened at 10:15 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Executive Office Supervisor Natalie Smith, Director of Financial Management Tom Martin, and Director of Human Resources Kristen Simkins.

County personnel present included Controller Jason Moser, Recorder of Deeds Joe Davidson, Treasurer Colleen Kennedy and Travis Walker

Representatives from the news media included Chris Morelli and Marley Parish.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. MEETING MINUTES

Minutes from the Thursday, May 28, 2020 Board of Commissioners' Meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from May 28, 2020.*

### IV. PROCLAMATION

Proclamation 15 of 2020 – Proclaiming the week of June 1 through June 5 as Child Welfare Professionals Appreciation Week. This proclamation recognizes the many partners throughout the County who keep our children safe. With the COVID-19 pandemic there have been many challenges. The Board expressed their appreciation for all of the hard work that these individuals do.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 15 of 2020.*

### V. COVID-19 PLANNING AND RESPONSE

#### A. Personnel

- i. Conservation - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve

the reinstatement of Julee Smith, Department Clerk 3, from reduced hours furlough to regular full-time status effective June 8, 2020, pay period 13 - Dept. 822

- ii. Criminal Justice Planning - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Jessica Herren, Executive secretary, regular full-time status in Criminal Justice Planning effective upon completion of assignment in Elections, pay period TBD - Dept. 306
- iii. Emergency Communications - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Martin Kaschalk, Addressing Field Tech, from fulltime furlough to regular full-time status effective June 5, 2020, pay period 12 - Dept. 354
- iv. Human Resources - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Samantha Rees, Human Resources Specialist, regular full-time status in Human Resources effective upon completion of assignment in Elections, pay period TBD - Dept. 114
- v. Recorder of Deeds - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the placement on full-time furlough of Nancy Stover, Second Deputy Recorder of Deeds, Retroactive from June 5 through June 21, 2020, pay period 12. Recorder of Deeds Joe Davidson explained that Nancy has volunteered to stay on furlough for an additional two weeks - Dept. 133
- vi. Sheriff

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items 1-2.

1. Reinstatement of Jeffrey Jones, Security Officer, from full time furlough to reduced hours furlough - 60% effective June 8, 2020, pay period 13 - Dept. 211.
2. Reinstatement of Lindsay Spayd, Security Officer, from full time furlough to reduced hours furlough - 40% effective June 8, 2020, pay period 13 - Dept. 211.

## VI. PERSONNEL ITEMS

- A. Aging - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the revised appointment for Dana B. Keeler, full-time Aging Care Manager 2, Aging, (p.c. #25, non-exempt, replacing M. Sierhuis), at SG-N12A(01)-\$16.36/hour, effective June 8, 2020, pay period 13. Salary budget savings for 2020 \$15,187, annualized salary savings for 2021 \$4,758 - Dept. 521.

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- B. Correctional Facility - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the promotion for George Webb Jr. from part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional Facility, (p.c. #88, non-exempt, replacing K. Witmer), at SG-N10A(02)--\$16.46/hour, effective June 7, 2020, pay period 13. Salary budget savings for 2020 \$5,941, annualized salary savings for 2021 \$1,414 – Dept. 333.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

- A. Housing – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the satisfaction piece for Elliott M. Lauder for the premises located at 475 South Centre Street, Philipsburg – Dept. 815.
- B. Correctional Facility – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract renewal with Central Intermediate Unit #10 to provide WorkKeys class for two and half hours, twice per week for a total of five hours. The contract rate is \$32.42 with the contract total not to exceed \$10,114 for the period of July 1, 2020 through June 30, 2021. – Dept. 333.

X. CONSENT AGENDA

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

Emergency Communications – Maintenance and Support Agreement with Tyler Technologies for the Computer Aided Dispatch and Mobile System. The contract total is \$86,078.72 for the period of July 1, 2020 through June 30, 2021 – Dept. 354.

XI. CHECK RUN

Check run in the amount of \$ 357,820.44 dated May 29, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated May 29, 2020.*

XII. DISCUSSION ITEMS

Commissioner Dershem asked if the Board has received official communication from the Commonwealth regarding the recently announced County funding. There has not been any clear communications received. Administrator Margaret Gray asked for the Board's permission to further look into the funding and distribution. Commissioner Dershem requested a work session to discuss distribution of funds when there is more information available.

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XIII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XIV. PUBLIC MEETING SCHEDULE

Thursday, June 4, 2020

Finance Committee – 9:00 AM - Virtual

Board of Commissioners/Salary Board – 10:00 AM – Virtual

Retirement Board – 11:00 AM - Virtual

Tuesday, June 9, 2020

Board of Commissioners– 10:00 AM – Room 146WB

Board of Assessment Revision of Taxes – 11:00 AM - Room 146WB

Thursday, June 11, 2020

Prison Board of Inspectors – 8:00 AM - Virtual

Board of Commissioners/Salary Board – 10:00 AM – Virtual

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:37 AM.

ATTEST:

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Margaret N. Gray  
Administrator