



BOARD OF COMMISSIONERS MINUTES

Tuesday, June 28, 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 Steven Dershem, Commissioner Higgins, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel included Dave Lomison, Ray Stolinas, Deputy Administrator Natalie Corman, Joni MacIntyre, Controller Jason Moser, Judy Pleskonko, Sheriff Bryan Sampsel, Lisa Long, Treasurer Colleen Kennedy, Chad Joyce, Norm Spackman and Anne Messner.

Guests present included Mitzi Long, Fritz Smith, Cari Gustafson, Lori Wieder, Ethan Howard, Charles Valentine, Patricia Valentine, Matt Coleman and Pat Ward.

Representatives from the news media included Gary Sindersen and Peyton Kennedy.

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 to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, June 21, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from June 21, 2022.*

VI. PROCLAMATION

Proclamation 24 of 2022 – Cari Gustafson joined the Board to speak about a Proclamation supporting safe and secure firearm storage initiatives in Centre County.

Judy Pleskonko spoke about the suicide statistics in Centre County. Sheriff Bryan Sampsel also spoke about the importance of secure firearm storage. Commissioner Dershem referenced the Child Safety Lock Act and the importance of securing guns and provided examples of various gun locks that can be used to secure weapons properly in one's home. Commissioner Higgins and Commissioner Pipe also expressed the importance of securing firearms in one's home and where one may find access to gun locks in Centre County.

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Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 24 of 2022.*

VII. PRESENTATION

Fritz Smith shared with the Board an overview presentation about Happy Valley Adventure Bureau (HVAB) Winter Campaign and highlighted the ongoing and future investments into tourism and thanked the Commissioners for their support.

VIII. BIDS AND PROPOSALS

Dave Lomison joined the Board to ask permission to open the bids submitted for the Business and Paratransit Fleet Maintenance Request for Proposal.

Business and Paratransit Fleet Vehicle Maintenance – Administrator John Franek Jr. opened the responses for the request for proposals – Dept. 531/532.

		Attended Pre-Proposal	Signed Original	1 - Copies	Electronic Copy	Bid Bond
Extreme Towing, LLC	Pleasant Gap, PA	N/A	x	x	x	Bid Bond 10%

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the RFP Business and Paratransit Fleet Vehicle Maintenance until Tuesday, July 12, 2022.*

IX. AMERICAN RESCUE PLAN ACT (ARPA)

X. CONTRACTS – AUTHORIZATIONS

A. Planning and Community Development

Mitzi Long joined the Board and spoke about the following items:

1. Community Development Block Grant (CDBG) 2022 Project Review – Dept. 151.

The projects included:

- a. Eagle Creek Project
 - b. Haines Woodward Municipal Authority Mountain Avenue Project- Water line and installation of fire hydrants and engineering
 - c. Gregg Township Project-Redo the gymnasium in their community center; replace flooring and windows
2. Consider approval of Amendment No. 1 to the On Behalf Of (OBO) Sub-grantee Agreement between the County and Bellefonte Borough to add Bellefonte CV Vehicle Repair Program to the existing OBO Sub-grantee Agreement. The CDBG Program funds allocation will decrease from \$59,974 to \$894 for the Bellefonte Utility and Rent Assistance Project; and adding the Bellefonte CV Vehicle Repair Project with allocation of \$59,080 – Dept. 151.

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3. Consider approval of a Sub-grantee Agreement between the County and Centre Helps for the Centre County CV Vehicle Repair Program. This agreement sub-grants the CDBG-CV funding allocation of \$38,071 for the vehicle repair program to Centre Helps, as the third-party provider who will be running the program for the County as well as conducting income intakes of residents to qualify them for the program – Dept. 151.
4. Consider approval of the Professional Services Agreement (PSA) for Haines-Aaronsburg Municipal Authority (HAMA) CV Competitive Project. The contract is between SEDA-COG and the County for the application preparation and administration of the CDBG-CV award of \$1,148,000 to HAMA for a waterline restoration project. The contract total is \$74,650 outlined as follows: application preparation and activity selection \$24,620, grant administration \$18,780, activity development \$ 15,660 and activity management \$15,590. CDBG project funds will pay the administration costs – Dept. 151.
5. Pat Ward spoke about the possible CDBG-CV Competitive request from Haines-Aaronsburg Municipal Authority (HAMA) and the renovation of their water system – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Planning and Community Development items 2-4.*

Human Services

B. MH/ID/EI-D&A

Deputy Administrator Natalie Corman asked the Board to approve the following items:

1. Consider approval of the contract addendum No. 1 with the Centre County Youth Service Bureau. This will allow for funds to provide additional drug and alcohol performance-based prevention services in the amount of \$135,915. The service provider's contract maximum will increase from \$213,650 to \$349,565 funded as follows: State \$71,424, Federal \$277,492 and County match \$649 for the period of July 1, 2021 to June 30, 2022 – Dept. 562.
2. Letter of agreement with Youth Service Bureau to provide early intervention services that include special instruction and Individualized Family Service Plan (IFSP) teaming. The agreement is a total of \$1,000 funded as follows: State \$900 and County Match \$100 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
3. Letter of agreement with Community Rising Therapy to provide early intervention services which include speech pathology, Individualized Family Service Plan (IFSP) teaming for speech therapy and specialized instruction. The contract total is \$12,000 funded as follows: State \$10,800 and County Match \$1,200 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/EI-D&A items 1-3 to next week's Consent Agenda.*

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- C. Adult Services – Letter of agreement with Strawberry Fields, Inc. that will allow referrals to be made freely between both organizations. Both agencies will openly communicate with appropriate release of information consents in place. There is no cost to the agreement and will be for the period of July 1, 2022 to June 30, 2023 – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the letter of agreement with Strawberry Fields, Inc. to next week's Consent Agenda.*

- D. Emergency Communications 911 – Norm Spackman asked the Board to approve the contract addendum with Centre Communications for decommissioning and removal of the tower at the Centre Hall site. Centre Communications will decommission and dismantle the tower, remove all steel from the site, remove concrete foundations, piers, anchors or any other underground items. Centre Communications will provide all labor, insurance and transportation for decommissioning and removal. This was originally approved on 10/19/21 for \$9,360 but with rising costs the quote has now increased to \$11,415 – Dept. 354.

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

- E. Information Technology System – Chad Joyce asked the Board to approve the contract with RBA Professional Data Systems for a software licensing and maintenance for 15 software systems; including: Accounting, Budgeting, Contract Management, Jury Management, Probation, Prothonotary/Clerk of Courts, Recorder of Deeds, Register of Wills, Retirement, Tax Assessment, Tax Billing, Tax Bill Verification, Tax Claim, Tax Collection and WEBIA. The contract total is \$239,625 for the period of July 1, 2022 to December 31, 2023 – Dept. 142.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with RBA Professional Data Systems.*

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. Planning and Community Development

1. Request for authorization of \$32,985 Fee for Local Use Funds to be added to the existing 2018 and 2019 Multimodal Bridge Bundle Reserve for improvements to five local bridges in Centre County for a total of \$125,000 – Dept. 151.
2. Memorandum of Understanding (MOU) for the “Preliminary/Final Land Development Plan-Benner Pike Hotel” located in Benner Township; CCPCDO File No. 70-22. This proposal constitutes a Final Plan submission showing the development of an 82-room hotel (compromising a building footprint of 14,538 square feet) along with corresponding infrastructure located along Amberleigh Lane (T-330) approximately 300 feet northeast from its intersection with Benner Pike (State Route 0150) – Dept. 151.

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- B. Transportation – Consider approval of a rate increase for the Shared Ride Services for the Fiscal Year 2022-2023. The new average fare of \$20.56 represents an increase of approximately 5.33% over the current average fare of \$19.52. The new increase will go into effect on July 1, 2022 – Dept. 531.
- C. Coroner – Collaboration with the Pennsylvania Department of Health (DOH), Pennsylvania Violent Death Reporting System (PAVDRS) to provide coroner/medical examiner reports, toxicology reports and autopsy reports for violent deaths in Centre County for Death Cases identified from January 1, 2021 to December 31, 2021. Participation in this program will provide \$10,000 in revenue – Dept. 212.
- D. District Attorney – Contract with Thomson Reuters to provide West Complete Print and ProView eBook Products and the ability to print updates and periodicals for Pennsylvania criminal Justice, evidence and probation & parole rules of State. The contract is for five years with a 3% increase year over year for a total of \$13,774.20 for the period of August 1, 2022 to July 31, 2027 – Dept. 221.
- E. Court Administration – Contract renewal with Thomson Reuters/Westlaw to provide an online research and legal resource for fifteen employees, which consist of 5 Common Plea Judges, 6 Magisterial District Judges and 4 law clerks. The contract is for five years with a 3% increase year over year for a total of \$381,481.92 for the period of June 8, 2022 to June 8, 2027 – Dept. 271.
- F. Correctional Facility – Contract renewal with Huntingdon County for intergovernmental housing. The contract rate is \$65 per day for the period of June 28, 2022 to December 31, 2023 – Dept. 333.

Human Services

- G. Aging – Letter of agreement with Strawberry Fields Inc. that will allow referrals to be made freely between both organizations. Both agencies will openly communicate with appropriate release of information consents in place. There is no cost to the agreement and will be for the period of July 1, 2022 to June 30, 2023 – Dept. 521.

XII. AUTHORITIES, BOARDS AND COMMISSIONS

XIII. BUDGET REVISIONS

Ethan Howard asked the Board to approve the increase in unrestricted grants in coordination with the Centre County In-Kind Services and Penn State Extension for a total of \$20,127 for the period of January 1, 2022 to December 31, 2022. The additional funding will be used to help fund 50% of the 4-H Educator and equal to the 2021 allocation – Dept. 821.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the budget revisions.*

XIV. LIQUID FUELS – FEE FOR LOCAL USE

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2023 Liquid Fuels and Fee for Local Use Schedule:

Steps	Date(s)
Commissioners authorize solicitation of Fee for Local Use & Liquid Fuels Program	Tuesday, August 23, 2022
All notifications sent to municipalities	Friday, August 26, 2022
Deadline for municipalities to submit requests	Friday, October 21, 2022
Concurrent review process by PennDOT and County Staff	Tuesday, October 25 – Tuesday, November 15, 2022
Staff recommendations to Commissioners	Tuesday, November 29, 2022
Commissioners act on the awards	Tuesday, December 6, 2022

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2023 Fee for Local Use and Liquid Fuels Schedule.*

CHECK RUN

Check run in the amount of \$2,170,845.32 dated June 24, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated June 24, 2022.*

- XV. ADMINISTRATOR'S REPORT
- XVI. C-NET REQUEST
- XVII. LETTER OF SUPPORT
- XVIII. REPORTS – ANNOUNCEMENTS.

A. Voter Registration Report

Commissioner Dershem reported 105,110 registered voters in Centre County. The precinct of the week is #64 Patton North One with 2,294 registered voters. In the General Primary Election there were 739 ballots cast for a voter turnout of 32.21%.

B. Announcements

Centre County Government Offices will be closed on Monday, July 4 for Independence Day.

- XIX. EXECUTIVE SESSION REPORT
- XX. PUBLIC MEETING SCHEDULE

Thursday, June 30, 2022

Finance Committee – 9 AM – Willowbank 146

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

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Tuesday, July 5, 2022

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11 AM – Willowbank 146

XXI. QUESTIONS FROM THE PRESS

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 11:17 AM.

ATTEST:

John Franek Jr.

Administrator