



BOARD OF COMMISSIONERS MINUTES

Tuesday, August 2, 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 10:03 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

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

County personnel included Ray Stolinas, Deputy Administrator Natalie Corman, Tanya Hofford, Dave Lomison, Karri Hull and Warden Chris Schell.

C-NET staff were present.

III. PUBLIC COMMENT

There were no comments made from 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, July 26, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from July 26, 2022.*

VI. BIDS AND PROPOSALS

Business and Paratransit Fleet Vehicle Maintenance – Dave Lomison asked the Board to enter into contract with Extreme Towing LLC to provide vehicle maintenance for the Business and Paratransit Fleets. The contract rate for the Fleets are on the following page for the period of August 1, 2022 to July 31, 2024. The County reserves the right to renew the contract up to three successive one-year periods. The total duration of the contract should not exceed five years – Dept. 531/532.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, AUGUST 2, 2022

PAGE 2

Business Fleet**Paratransit Fleet**

Item	Cost	Item	Cost
Mechanical	\$70/hr	Mechanical	\$80/hr
Body Repairs	\$65/hr	Body Repairs	\$65/hr
Comprehensive diagnostic services	\$70/hr	Comprehensive diagnostic services	\$80/hr
Wash & Vacuum	\$45/vehicle	Wash & Vacuum	\$85/vehicle
Oil/lube/filter change	\$39.95 conventional/vehicle	Oil/lube/filter change	\$39.95 conventional/vehicle
Oil/lube/filter change	\$69.95 synthetic/vehicle	Oil/lube/filter change	\$69.95 synthetic/vehicle
State Inspection	\$26/vehicle	State Inspection	\$35/vehicle
Tire Rotation	\$14/vehicle	Tire Rotation	\$14/vehicle
Mount & Balance of Tires	\$18/tire	Mount & Balance of Tires	\$18/tire
Brake Replacement	Price varies by vehicle	Brake Replacement	Price varies by vehicle
Tire Disposal Fee	\$5/tire	Tire Disposal Fee	\$5/tire
Parts Discount	5% MSRP on aftermarket parts	Parts Discount	5% MSRP on aftermarket parts
Towing	\$75 within a 10-mile radius	Towing	\$100 within a 10-mile radius

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with Extreme Towing LLC for Business and Paratransit Fleet vehicle maintenance.*

VII. CONTRACTS – AUTHORIZATIONS

- A. Information Technology Systems – Tanya Hofford asked the Board to approve a contract Addendum with CDW-G to provide additional Veeam licenses for Microsoft Office 365 backup. The contact total is \$6,194.80 for the period of July 19, 2022 to July 18, 2023 – Dept. 142.

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

- B. Criminal Justice Planning – Karri Hull asked the Board to approve an award letter to accept grant funds from the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Intermediate Punishment Funding in the amount of \$130,000. The funds will be utilized to support Centre County IP Treatment Programs, DUI Court and Drug Court. The grant total is \$130,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 306.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, AUGUST 2, 2022

PAGE 3

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the award letter to accept grant funds from PCCD.*

- C. Centre County Correctional Facility – Warden Chris Schell asked the Board to approve a contract with PennDOT to provide incarcerated individuals the opportunity to apply for a valid Driver’s License, PA ID or photo camera card prior to their release from prison. The contract total is based on the Consumer Price Index and the County will be invoiced on a monthly basis for the period of August 11, 2022 until terminated by either the County or PennDOT – Dept 333.

Commissioner Dershem asked if PennDOT would be coming to the CCCF to gather the pictures of the individuals. The Warden stated that if an updated picture is needed, they will schedule a time for individuals to go to the DMV to get their picture taken. If they get released the individual has ten days to get an ID or else, they are responsible for payment.

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

VIII. 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. Recorder of Deeds – Contract with RBA Professional Data Systems to provide a Graphical User Interface (GUI) software enhancement to create a data and image file extract process for the Recorder of Deeds office. The software enhancement will supply data and images to property insight daily. The contract total is \$1,550 for the period of July 26, 2022 to August 31, 2022 – Dept. 133.

Human Services

B. MH/ID

- i. Letter of agreement with Nicole R. Morgan to provide administrative services including data analyst consulting. The letter of agreement amount will be an estimation based on 10 hours per week for 52 weeks at \$60.00 per hour but could vary depending on needs. The contract total is estimated at \$31,200 funded as follows: State \$29,762 and County Match \$1,438 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- ii. Letter of agreement with Carl Frels to provide intellectual disability services which include certified deaf interpreter services. The contract total is \$8,000 funded as follows: State \$7,631 and County Match \$369 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- iii. Letter of agreement with Keep Safe Transportation Services to provide mental health services including emergency transportation. The contract total is \$25,000 funded as follows: State \$23,848 and County Match \$1,152 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, AUGUST 2, 2022

PAGE 4

iv. Letter of agreement with Susquehanna Software, Inc to provide services including quarterly Consolidated Community Reporting Initiative (CCRI) submission, annual maintenance, hosting fees, HCSIS Tracker Maintenance and SC Pelican Maintenance. The contract total is \$49,000 funded as follows: State \$46,741 and County Match \$2,259 for the period of July 1, 2022 to June 30, 2023– Dept. 561.

v. Contract renewal with Community Integrations, LLC to provide emergency transportation services. The contract estimated total is \$7,500 funded as follows: State \$7,154 and County Match \$346 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

C. Human Resources – Contract renewal with Power Digital Management Software Inc. by NeoGov (Power DMS Inc.) to provide policy and compliance management software services. The contract total is \$14,164.63 for the period of September 4, 2022 to September 3, 2023 – Dept. 114.

IX. CHECK RUN

Check run in the amount of \$655,814.09 dated July 29, 2022.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 29, 2022.*

X. ADMINISTRATOR’S REPORT

XI. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 105,062 registered voters in Centre County. The Precinct of the week is #69 Penn Township. In the last General Primary Election there were 585 registered voters with 268 ballots cast for a voter turnout of 45.81%.

B. Announcements

The Centre County Board of Commissioners Meeting scheduled for Tuesday, August 9, 2022 is canceled for the Board’s attendance at the CCAP Conference.

XII. EXECUTIVE SESSION REPORT

XIII. PUBLIC MEETING SCHEDULE

Tuesday, August 9, 2022

CANCELED – Board of Commissioners – 10 AM – Willowbank 146

Thursday, August 11, 2022

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Thursday, August 11, 2022

Board of Elections– 1 PM – Willowbank 146

Tuesday, August 16, 2022

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11 AM – Willowbank 146

BOARD OF COMMISSIONERS MINUTES

TUESDAY, AUGUST 2, 2022

PAGE 5

XIV. QUESTIONS FROM THE PRESS

XV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move into Executive Session to discuss a personnel matter at 10:16 AM. The Board met in Executive Session from 10:16 AM to 11:15 AM and then adjourned the meeting at 11:16 AM.

ATTEST:

John Franek Jr.

Administrator