



BOARD OF COMMISSIONERS MINUTES

Tuesday, August 16, 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 10:01 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

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

County personnel present included Deputy Administrator Natalie Corman, Karri Hull, Register of Wills Christine Millinder, Liz Lose, Ray Stolinas, Julia Sprinkle, Leah Raker, Beth Lechman and Tanya Hofford.

Guests present included Mayor LeDon Young.

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. PROCLAMATION

Proclamation 27 of 2022 – LeDon Young joined the Board proclaiming **August 19-27, 2022** as **Grange Fair Days** in Centre County.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to adopt Proclamation 27 of 2022.*

VI. RESOLUTION

Resolution 14 of 2022 – Administrator John Franek Jr. asked the Board to approve a Resolution approving the application of Snyder County to become a member of SEDA-COG Joint Rail Authority.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to adopt Resolution 14 of 2022.*

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VII. CONTRACTS – AUTHORIZATIONS

- A. Commissioners – Administrator John Franek Jr. asked the Board to approve a Professional Services Agreement with CMT Laboratories, Inc. and PennTerra Engineering, Inc. to provide structural evaluation of the Courthouse retaining walls. The estimated contract total is \$7,400 and not to exceed \$10,000 – Dept. 120.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the Professional Services Agreement with CMT Laboratories, Inc. and PennTerra Engineering, Inc.*

B. Planning and Community Development

- i. Liz Lose asked the Board to approve a Professional Services Agreement with Baker Tilly US, LLP to provide auditing services to the Centre County Public Safety Training Center Equipment Storage and Classroom Building Project per the Department of Community and Economic Development grant recipient requirement. Audit services are not to exceed \$4,000 and to be completed on or before October 31, 2022. The contract total is \$4,000 for the period of September 1, 2022, to October 31, 2022 – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the contract with Baker Tilly to next week's Consent Agenda.*

- ii. Ray Stolinas asked the Board to approve the application for Payment #5 for submission to the Commonwealth of Pennsylvania Governor's Budget Office for the Redevelopment Assistance Capital Program (RACP) in the amount of \$168,434 for Titan Park Plant 1 Improvements. Total funding awarded was \$2,500,000, with \$2,200,000 paid to date and the work remaining is \$62,500 in retainage until the final audit – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve submission of the application for payment.*

- C. Information Technology Services – Register of Wills Christine Millinder asked the Board to approve a contract with RBA Professional Data Systems to provide a Graphical User Interface (GUI) software enhancement for the Register of Wills Department. The enhancement will alter the applicants table in the ROW database, add new database fields to the marriage application/license applicant screen and print the marriage statistics report. The total of the contract is \$3,720 for the period of August 16, 2022 to September 30, 2022 – Dept. 142.

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

- D. Elections – Beth Lechman asked the Board to approve the purchasing of four Dell laptops and five Dell desktops in order to meet the requirements of the new SUREVote System. The SUREVote System will be fully implemented in December of 2022. The total for the equipment is \$12,314.21 which will be covered by the 2022 Election Security Grant – Dept. 131.

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Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the purchase of Dell computer equipment to next week's Consent Agenda.*

Human Services

- E. Children and Youth Services – Julia Sprinkle and Leah Raker asked the Board to approve the fiscal year 2023-2024 Needs Based Budget – Dept. 511.

The total budget will be \$14,360,966 with the County share being \$2,699,852 which is an increase of \$52,721 over the fiscal year 22-23 budget. The majority increase is based off the salary and benefits from the ARCHER study. They did not add in any new services or staff.

Commissioner Pipe asked if the funding that was not spent in fiscal year 22-23 will be rolled over into this budget and Julia stated it will roll over into the fiscal year 23-24. Commissioner Higgins wanted to thank all the C&YS staff and everything that they do.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the FY 23-24 Needs Based Budget for Children and Youth Services.*

- F. Transportation – Deputy Administrator Natalie Corman asked the Board to approve and accept the Medical Assistance Transportation Program (MATP) allocation for the fiscal year 2022-2023 in the amount of \$830,750 – Dept. 531.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the MATP allocation for the FY 22-23 to next week's Consent Agenda.*

- G. Aging – Deputy Administrator Natalie Corman asked the Board to approve a lease renewal agreement with John and Tammy Meyers to provide leasing of Madisonburg Senior Center at 102 Leisure Lane, Apt A, Madisonburg, PA 16852. The lease is from November 1, 2022 to June 30, 2025. Each year a built-in increase in rent of 2% has been put into the lease. Year one: \$1,200; Year two: \$1,224; Year three: \$1,249. If both parties agree the lease can be extended for two additional years. The total cost of the 32-month lease is \$39,276 for the period of November 1, 2022 to June 30, 2025 – Dept. 521.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the lease agreement with John and Tammy Meyers to next week's Consent Agenda.*

- H. MH/ID/EI

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

- i. Contract addendum 2 with Cen-Clear Child Services, Inc to provide funding for additional mental health family-based services in the amount of \$4,600. The service provider's contract maximum will increase from \$35,000 to \$39,600 and is funded as follows: State \$37,774 and County Match \$1,826 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
- ii. Memorandum of Understanding (MOU) between Behavioral Health Alliance of Rural Pennsylvania (BHARP) and BHARP signatory County Agencies which includes Centre County. The MOU outlines the responsibilities of BHARP and the County in regard to the HealthChoices Program. BHARP agrees to pay each Agency \$30,000 per year and an additional \$4,000 per year if the Agency's representative is an active member of

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the BHARP Executive Committee. The MOU is for the period of January 1, 2022 to December 31, 2022 – Dept. 561.

- iii. Contract renewal with Cen-Clear Child Services, Inc. to provide mental health services including psychiatric evaluations and medication visits, group and individual psychotherapy, peer support, counseling and therapy and case management. The contract total is \$33,500 funded as follows: State \$31,956 and County Match \$1,544 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- iv. Letter of Agreement with Steve Wicks, Esquire to provide services including legal consultation, attendance at mental health commitment meetings as needed, review of commitment hearing appeals and firearm appeals and consultation for client request to obtain records. The contract total is \$10,000 funded as follows: State \$9,539 and County Match \$461 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- v. Letter of Agreement with Peerstar, LLC to provide mental health services including individual and group peer support for adults and children/adolescents. The contract total is \$3,500 funded as follows: State \$3,339 and County Match \$161 for the period of July 1, 2022 to June 30, 2023– Dept. 561.
- vi. Letter of Agreement with Mary Ann Kresen, Esquire to provide legal services for MH/ID/EI commitment hearings. The estimated contract total is \$10,000 funded as follows: State \$9,539 and County Match \$461 for the period of July 1, 2022 to June 30, 2023– Dept. 561.
- vii. Contract renewal with Oasis Lifecare, LLC to provide mental health services including outpatient and emergency services. The contract total is \$25,800 funded as follows: State \$24,611 and County Match \$1,189 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- viii. Contract renewal with Crossroads Counseling, Inc. to provide mental health services including psychiatric evaluation and medication visits, individual and group psychotherapy and tele-psychiatry. The contract total is \$26,000 funded as follows: State \$24,801 and County Match \$1,199 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- ix. Contract renewal with Eagle Valley Personal Care Home, Inc. to provide mental health services including housing support, community residential services and family support services. The contract total is \$600,000 funded as follows: State \$572,340 and County Match \$27,660 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- x. Contract renewal with Eagle View Personal Care Home, LLC to provide mental health services including community residential support. The contract total is \$450,000 funded as follows: State \$429,255 and County Match \$20,745 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- xi. Linkage agreement with DuBois Regional Medical Center doing business as Penn Highlands Dubois to provide the provision of care and/or services to a child/adolescent patient of the Psychiatric Residential Facility at Penn Highland DuBois from the period of August 1, 2022 to July 31, 2024 – Dept. 561.

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- xii. Consider approval of an annual subscription renewal with Survey Monkey. This is made available to other departments within the Centre County Government. The contract total is \$372 funded as follows: State \$355 and County Match \$17 for the period of September 21, 2022 to September 21, 2023 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the MH/ID/EI items i-xii to next week's Consent Agenda.*

- I. Criminal Justice Planning – Karri Hull asked the Board to approve a revised work statement with the Pennsylvania Department of Health, Office of Drug Surveillance and Misuse Prevention (DSMP), to extend the grant period until October 31, 2022 for the Overdose Fatality Review team (OFR) Project. The grant total is \$10,000 for the period of May 5, 2022 to October 31, 2022 – Dept. 306.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve Karri Hull, Criminal Justice Planning Director, to submit a grant application to the Pennsylvania Department of Health, Office of Drug Surveillance and Misuse Prevention (DSMP) to provide support in the development of a localized Overdose Fatality Review team (OFR).*

VIII. CONSENT AGENDA

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

Human Services

- A. Adult Services/MH/ID/EI & D&A – Consider approval of the fiscal year 2022-2023 Human Services Block Grant (HSBG) Plan. The grant total is \$6,150,312 funded as follows: State \$5,639,347, Federal \$253,310 and County Match \$257,655 for the period of July 1, 2022 to June 30, 2023 – Dept. 501/561/562.
- B. Aging
 - i. Contract renewal with MidPenn Legal Services to provide legal support to older adults for assistance with appeals to insurance, simple POA's, living wills, and landlord/tenant issues. The projected budget for the agreement is as follows: 2022-2023: \$14,625, 2023-2024: \$14,917, 2024-2025: \$15,216 for a total of \$44,758 which is funded solely through the state block grant for the period July 1, 2022 to June 30, 2025 – Dept. 521.
 - ii. Contract renewal with Sunny Days Adult Daily Living Center to provide a day program where older adults can go for socialization and provide a meal and to give families respite from caregiving responsibilities. The service is provided through the Homemaker Services OPTIONS Program. The contract total is \$34,247 funded as follows: State \$34,247 for the period August 1, 2022 to June 30, 2025 – Dept. 521.
- C. Transportation
 - i. Consider approval of the submission of the fourth quarter report for fiscal year 2021-2022 for the Medical Assistance Transportation Program (MATP). This is for the services provided to those individuals that qualified under the MATP guidelines. The grant total is \$779,244 for the period of July 1, 2021 to June 30, 2022 – Dept. 531.
 - ii. Consider approval of the Community Public Transportation (CPT) Grant Agreement with the Pennsylvania Department of Transportation for Ride Share Services for

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seniors and persons with disabilities for the fiscal year 2022-2023. The grant total is \$653,000 with \$576,000 for shared ride-lottery and \$77,000 for persons with disabilities for the period of July 1, 2022 to June 30, 2023 – Dept. 531.

- D. Information Technology Services – Contract with Worldpay LLC, (doing business as “AllPaid”) to provide the acceptance of payments made by individuals using credit cards, debit cards, prepaid debit cards, and other means of electronic payments for County Departments. The customer will be charged a small transaction fee; therefore, the contract total is \$0 for the County for the period August 16, 2022 to August 15, 2023 – Dept. 142.

IX. CHECK RUN

Check run in the amount of \$607,028.76 dated August 12, 2022.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the check run dated August 12, 2022.*

X. ADMINISTRATOR’S REPORT

XI. AUTHORITIES, BOARDS, AND COMMISSIONS

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to appoint Commissioner Michael Pipe as Commissioner liaison to the Centre County Agriculture Land Preservation Board.*

XII. REPORTS – ANNOUNCEMENTS

- A. Voter Registration Report
- B. Announcements

XIII. EXECUTIVE SESSION REPORT

XIV. PUBLIC MEETING SCHEDULE

Tuesday, August 16, 2022

Employee Benefits Trust – 1 PM – Willowbank 146

Tuesday, August 23, 2022

Board of Commissioners – 10 AM – Willowbank 146

Thursday, August 25, 2022

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146k

XV. QUESTIONS FROM THE PRESS

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XVI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to move into Executive Session to discuss a personnel matter at 10:47 AM. The Board met in Executive Session from 10:47 AM to 11:32 AM recessed and then went back into Executive Session from 11:45 AM to 12:12 PM and then adjourned the meeting at 12:12 PM.

ATTEST:

John Franek Jr.

Administrator