



## BOARD OF COMMISSIONERS MINUTES

Tuesday, September 6, 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, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Deputy Administrator Natalie Corman, Ray Stolin, Anne Messner, Chad Joyce, Controller Jason Moser, Recorder of Deeds Joe Davidson and Jeff Wharran.

Guests present included Joanne Shafer, Pam Hicks, and Keith Harter.

Representatives from the news media included Gary Sinderson.

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 made to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, August 30, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from August 30, 2022.*

### VI. PROCLAMATION

Proclamation 30 of 2022 – Pam Hicks joined the Board in proclaiming **September 2022 as Hunger Action Month** in Centre County.

Pam stated on September 28<sup>th</sup> there will be a White House Conference on hunger, nutrition, and health which focuses on hunger for the first time in 50 years. You can visit [Centralpafoodbank.org](http://Centralpafoodbank.org) for more information on the event.

Commissioner Pipe and Commissioner Higgins thanked the Food Bank for everything they are doing for the community. Commissioner Dershem asked what impacts with the

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economy they have seen. Pam stated Covid made a huge impact, the increase in fuel, the War in Ukraine, but continue to work hard and raise funds to help the organization.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 30 of 2022.*

**VII. ORDINANCE**

Ordinance 3 of 2022 – Joanne Shafer from the Centre County Recycling and Refuse Authority joined the Board for a Second Amended and Restated Municipal Waste Management Ordinance, which replaces and supersedes Centre County, Pennsylvania Ordinance #3 of 2003.

Commissioner Dershem asked what the biggest change of the Ordinance is. Joanne stated it will allow the flow of waste to stay in the State of Pennsylvania which will allow the waste to stay directly in Central Pennsylvania instead of being transported out of the state.

Joanne stated at home Penn State football games there are on average 5-10 tons of recycling collected just from the parking lots.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of Ordinance 3 of 2022.*

**VIII. RESOLUTION**

Resolution 20 of 2022 – Ray Stolinas and Anne Messner joined the Board to propose utilization of Act 13 “At Risk Local Bridge” funding to rehabilitate three local bridges deemed to be in poor condition.

Anne stated the difference from Glenn O. Hawbaker, Inc.’s bid was \$821,492.37, there are \$1.6 million in Act 13 funds available to use for core bridges. The Act 13 funds support this project in that amount.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 20 of 2022.*

**IX. BIDS AND PROPOSALS**

2018 Multimodal Bridge Rehabilitation Bundle Project – Anne Messner asked the Board to approve the contract award for the Invitation for Bids – Dept. 151.

Anne stated the Board of Commissioners will sign the notice of award and send to Glenn O. Hawbaker, Inc., they have 10 days to respond with additional paperwork. The County has 30 days for Notice to proceed paperwork to be completed.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to authorize notice of award to Glenn O. Hawbaker, Inc. for \$2,148,818.00.*

**X. CONTRACTS – AUTHORIZATIONS**

A. Controller – Controller Jason Moser asked the Board to approve the engagement extension letter with Milliman for Other Postemployment Benefit (OPEB) Government Accounting Standards Board (GASB) 75 valuation for fiscal year 2022 and interim report for fiscal year 2023. The contract total is \$19,343 for the period of January 1, 2023 to December 31, 2024 – Dept. 125.

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**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the engagement extension letter with Milliman to next week's Consent Agenda.*

Human Services

- B. Drug & Alcohol – Deputy Administrator Natalie Corman asked the Board to approve the PA Department of Drug and Alcohol fiscal year 2021-2022 Annual Report. The report outlines the revenues and expenditures for funding spent on a variety of services for the period of July 1, 2021 to June 30, 2022 – Dept. 562.

Natalie stated that the total expenses were \$1,595,858. The money helped provide services to 291 individuals with outpatient services, 47 individuals with in-patient services and 61 individuals received case coordination, including those in treatment courts that did not have private insurance or medical assistance that were helped.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Drug & Alcohol fiscal year 2021-2022 Annual Report.*

- C. MH/ID/EI – Deputy Administrator Natalie Corman asked the Board to approve the renewal of the Memorandum of Understanding (MOU) with Western Pennsylvania School of Deaf for a training related to communications plan for children served within the Early Intervention Program. The contract total is \$390 funded as follows: State \$390 for the period of August 29, 2022 – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU with Western Pennsylvania School of Deaf to next week's Consent Agenda.*

D. Information Technology Services

Chad Joyce asked the Board to approve the following items:

- i. Contract with NextRequest to provide Right-to-Know tracking software for the County. This software will streamline the Right-to-Know request process internally and for the requestor. This first contract will be paid with Records Improvement Committee funding. The contract total is \$8,388 for the period of August 30, 2022 to December 31, 2023 – Dept. 142.
- ii. Contract with Optisigns to provide digital software for the County. This license will be used at the Courthouse. The contract total is \$112.50 for the period of August 30, 2022 to August 29, 2023 – Dept. 142.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Information Technology Services items i-ii to next week's Consent Agenda.*

- E. Planning and Community Development – Ray Stolinas asked the Board to approve the IDIS Online Access Request form to authorize Danielle Rippon of SEDA Council of Governments (SEDA COG) to access IDIS funds relative to Centre County's Community Development Block Grant (CDBG) Entitlement Program – Dept. 151.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the IDIS Online Access to Danielle Rippon.*

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- F. Emergency Management Agency – Jeff Wharran asked the Board to approve a grant agreement with Pennsylvania Emergency Management Agency (PEMA) for the Hazardous Material Response Fund for the fiscal year 2022-2023. The grant total is \$14,074 for the period of July 1, 2022 to June 30, 2023 – Dept. 352.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Grant Agreement with PEMA for the Hazardous Material Response Fund.*

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. Adult Services

- i. Renewal of the Memorandum of Understanding (MOU)/Certification with Centre County Youth Services Bureau to serve as a stakeholder and have the capacity to refer clients to the Section 811 Housing Program. There is no cost for the MOU for the period of July 1, 2022 to June 30, 2027 – Dept. 501.
- ii. Renewal of Memorandum (MOU)/Certification with Housing Transitions to serve as a stakeholder and have the capacity to refer clients to Section 811 Housing Program. There is no cost for the MOU for the period of July 1, 2022 to June 30, 2027 – Dept. 501.
- iii. Renewal of Memorandum (MOU)/Certification with Strawberry Fields, Inc. to serve as a stakeholder and have the capacity to refer clients to Section 811 Housing Program. There is no cost for the MOU for the period of July 1, 2022 to June 30, 2027 – Dept. 501.
- iv. Letter of Agreement with Susquehanna Software, Inc. for Adult Services to continue utilizing and receiving technical support for the client database, CPR Web, for fiscal year 2022-2023. The contract total is \$400 per month from the period of July 1, 2022 to June 30, 2023 – Dept. 501.

XII. CHECK RUN

Check run in the amount of \$623,724.35 dated September 2, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated September 2, 2022.*

XIII. ADMINISTRATOR'S REPORT

XIV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 105,310 registered voters in Centre County. The Precinct of the week is #74 Rush East. In the last General Primary Election there were 106 registered voters, with 49 ballots cast for a voter turnout of 46.23%.

B. Announcements

XV. EXECUTIVE SESSION REPORT

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XVI. PUBLIC MEETING SCHEDULE

**Thursday, September 8, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146k

**Tuesday, September 13, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11 AM – Willowbank 146

XVII. QUESTIONS FROM THE PRESS

XVIII. 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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John Franek Jr.

Administrator