

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Chair Brian Hoffman. Attending were Commissioner Brian Hoffman, Commissioner Darlene Fenton, Commissioner Scott Myers, Chief Clerk Hope Verelst, Treasurer Katrina Wilkins, Planning Director Chris Roenning, and Art Durland from Colley Twp.

Those present recited the Pledge of Allegiance to the United States Flag.

Commissioner Fenton made a motion to approve the minutes of the January 2, 2024, Commissioner Meeting. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve the Certification of County Funds for 2024 Farmland Preservation Program in the amount of \$5,308.00 with \$4,500.00 allocated from county funds and \$808.00 being interest collected from the 2023 Clean & Green rollback tax penalties. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to accept Bethany Lambert's request to terminate the personal service agreement entered with the County on September 13, 2022, to serve as a consultant and service coordinator related to the Rights and Services Act (RASA) Grant, waiving the 30-day written notice. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Myers made a motion to approve an agreement between the County of Sullivan and Sullivan County Victim Services to serve as consultant and service coordinator related to the Rights and Services Act (RASA) Grant, effective January 10, 2024, through December 31, 2024, for a fee not to exceed \$52,062.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a 60-month service contract between Sullivan County and Doing Better Business for a Sharp BP-70M36 for the Treasurer's office at an initial purchase price of \$4,573.67 and a monthly rate of \$31.78 for supplies and maintenance. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to accept a proposal from Clear Ballot Group, Inc. for ballot review post programming and weekly status calls relating to the 2024 Primary Election in the amount of \$2,000.00. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Myers made a motion to accept a proposal from Clear Ballot Group, Inc. for internal battery replacement in all election machines in the amount of \$2,200.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Myers made a motion to approve a change order to cover additional costs in the amount of \$9,600.00 related to implementation delays for the contract the county entered with InfoMatrix on September 26, 2023. The motion was seconded by Commissioner Fenton and unanimously approved. The additional cost is due to the PA Office of Children & Youth delaying implementation resulting in additional data to transfer from Sullivan Co.

Commissioner Myers made a motion to approve a donation request from the Loyalsock Foundation for \$17,500.00 to assist in developing a concept design and estimate for the outdoor recreation concept plan as part of the Summit Center for Wellness design. The motion was seconded by Commissioner Fenton. Commissioners received public comment from Art Durland who has concerns about future use and maintenance of the facility once construction is completed. He pointed out Sullivan County is made up of many seasonal residents and an older population who are concerned about being taxed for a facility they won't use. The Commissioners noted the Loyalsock Foundation is a 501C3 non-profit that does not fall under the county umbrella; therefore, county tax funds will not be used for those purposes. They noted Loyalsock Foundation did a feasibility study to determine potential annual costs and funding

sources. They also noted this project is related to county economic development and public health. The foundation is open to partnering with third parties for public health services suitable for all ages and noted public transportation is currently available to allow all residents access. After discussion, the motion was unanimously approved.

Commissioner Fenton made a motion to appoint Commissioner Scott Myers to the Sullivan County Room Tax Committee for a one-year term ending December 31, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to re-appoint William Black and Steve Tomlinson to the Drug & Alcohol Planning Council of Bradford & Sullivan Counties for three-year terms beginning January 4, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to appoint Joshua Bogart, Mary Lou Klem, and Michele Kurland to the Sullivan County Library Advisory Board for three-year terms beginning January 1, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Treasurer Wilkins presented her December 2023 report.

The Prothonotary's December 2023 report was available for review.

#### PUBLIC COMMENT

Art Durland asked for clarification on the location of the Forest Inn Sewage Treatment Plant mentioned in Senator Yaw's article in the Sullivan Review. This facility is located in Eagles Mere and is governed by the Eagles Mere Sewer Authority.

#### INFORMATION

Commissioners approved and paid current invoices in the amount of \$210,236.09.

The county's payroll and attendance software contractor, Paychex, terminated a contract amendment entered with Sullivan County on November 28, 2023, due to Paychex not providing the 1094/1095 services the county requires. A total refund of \$988.70 will be issued to the county for payments made.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:38 a.m.

Sullivan County Commissioners:

Attest:

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Brian Hoffman, Chair

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Hope Verelst, Chief Clerk

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Darlene Fenton, Vice-Chair

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Scott D. Myers, Jr., Commissioner