

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Solicitor Kenneth Levitzky. Attending were Commissioner Brian Hoffman, Commissioner Darlene Fenton, Commissioner Scott Myers, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Treasurer Katrina Wilkins, Sheriff Jared Houck, and Planning Director Chris Roenning.

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

Commissioner Fenton made a motion to elect Commissioner Hoffman as the 2024 Chair of the Sullivan County Commissioners. The motion was seconded by Commissioner Myers and approved 2 – 0 with Commissioner Hoffman abstaining due to a conflict of interest.

The meeting was then turned over to the new Chair, Commissioner Hoffman.

Commissioner Myers made a motion to elect Commissioner Fenton as the 2024 Vice Chair of the Sullivan County Commissioners. The motion was seconded by Commissioner Hoffman and approved 2 – 0 with Commissioner Fenton abstaining due to a conflict of interest.

Commissioner Fenton made a motion to approve the minutes of the December 19, 2023, Commissioner Meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve the 2023 Sullivan County Room Tax Distribution as amended increasing the grant amount from \$27,650.00 to \$27,850.00 as presented and recommended by the Room Tax Committee. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to appoint Kenneth R. Levitzky as Sullivan County Solicitor for 2024. The motion was seconded by Commissioner Myers and unanimously approved. This will be Attorney Levitzky's 41st year as Sullivan County Solicitor.

Commissioner Fenton made a motion to appoint Hope Verelst as Sullivan County Chief Clerk for 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to appoint Susan McCarty as Sullivan County Chief Assessor / Tax Claim Director for 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Hoffman made a motion to appoint Patrick Johnson as Sullivan County Public Defender for 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to set the mileage rate for 2024 at 60 cents per mile, no change. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to grant Chair of the Sullivan County Commissioners signing authority for the recording of the mortgage satisfaction for Edward C. Zdanowicz Jr. on real estate located at 144 Railroad Street, Dushore, PA 18614. The motion was seconded by Commissioner Myers and unanimously approved. The mortgage was a result of a Housing Rehab project that has been completed for at least five years, and this action will clear the lien.

Commissioner Fenton made a motion to grant Chair of the Sullivan County Commissioners signing authority for the recording of the mortgage satisfaction for Terry L. and Pauline E. Gernert on real estate located at 94 Charles Street, Mildred, PA 18632. The motion was seconded by Commissioner Myers and unanimously approved. This is related to another Housing Rehab project.

Commissioner Fenton made a motion to grant Chair of the Sullivan County Commissioners signing authority for the recording of the mortgage satisfaction for Richard Brown on real estate located at 1448 Route 220 Muncy Valley, PA 17758. The motion was seconded by Commissioner Myers and unanimously approved. This is related to a Housing Rehab project in which the project costs increased after the initial mortgage was recorded. The original mortgage will be satisfied, and a new mortgage will be recorded to cover the complete costs.

Commissioner Fenton made a motion to grant Chair of the Sullivan County Commissioners signing authority for the recording of a new mortgage in the amount of \$50,000.00 for Richard Brown on the real estate located at 1448 Route 220 Muncy Valley, PA 17758. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve a master services agreement between Sullivan County and Larson Design Group, Inc. to provide architectural, engineering, and technical services related to various county projects as requested. The motion was seconded by Commissioner Myers and then withdrawn by both the motioner and seconder after discussion regarding some language adjustments needed in the contract. Commissioner Fenton made a motion to table the agreement until the next Commissioners' meeting. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve amended agreements between Bradford/Sullivan Drug & Alcohol, Single County Authority (SCA), and the following: **A Better Today**, **Casa-Trinity**, **Crossroads Counseling, Inc.**, **Endless Mountain Behavioral Health Center**, **Harbor Counseling**, and **Williamsport Family Medical Center**, effective December 1, 2023, through June 30, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority (SCA), and Northern Tier Counseling, Inc., effective December 1, 2023, through June 30, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve an amended agreement between Bradford and Sullivan County Joinder, on behalf of Bradford/Sullivan County Mental Health Program (MH), and The Main Link, effective January 1 through June 30, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to acknowledge the hiring of Attorney Jeffrey Mitchell as Assistant District Attorney effective January 2, 2024. This is a part-time position with no benefits not to exceed 260 hours per year. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to acknowledge the hiring of Deputy Sheriff I Robert Montgomery effective January 2, 2024. This is a part-time position with no benefits not to exceed 999 hours per year. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to extend the unpaid leave of part-time Maintenance Technician I Frank Green from an original return date of December 23, 2023, to an updated return date of January 31, 2024. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request for Children & Youth at a total cost to the county of \$225.00. The motion was seconded by Commissioner Myers and unanimously approved.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$186,164.16.

On December 21st the Pennsylvania Emergency Management Agency (PEMA) provided Sullivan County with the results of its desk monitoring review of Sullivan County's Public Assistance Grant Program for the August 2018 Pennsylvania severe storms and flooding event (DR-4408) conducted during the state fiscal year ending June 30, 2024. PEMA issued no findings and added that Sullivan County is working diligently and with notable success to mitigate the effects of any future disasters. The Commissioners commend the efforts of the Planning Office, Department of Emergency Services, and Conservation District toward hazard mitigation.

Commissioner Fenton welcomed all newly elected officials to office.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:19 a.m.

Sullivan County Commissioners:

Attest:

Brian Hoffman, Chair

Hope Verelst, Chief Clerk

Darlene Fenton, Vice-Chair

Scott D. Myers, Jr., Commissioner