

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 Donna Iannone, Commissioner Darlene Fenton, Solicitor Kenneth Levitzky, Chief Clerk Francine Doyle, Treasurer Katrina Wilkins, Hope Verelst, Cecily Tubach and Sheriff Bob Montgomery.

Commissioner Iannone made a motion to approve the minutes of the July 27, 2021 commissioners' meeting. The motion was seconded by Commissioner Fenton and unanimously carried.

A request for bids for Prothonotary software system was advertised, however, no bids were received. This will be readvertised with bids due by August 27, 2021.

Commissioner Iannone made a motion to approve an agreement between Sullivan County and Pennsylvania Housing Finance Agency for the Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund 2021 Grant Agreement. Grant amount is \$80,000.00. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Fenton made a motion to approve an agreement between SEDA-Council of Governments and Sullivan County for a term of July 28, 2020 to July 28, 2023 for the administration of the housing rehab program. The motion was seconded by Commissioner Iannone and unanimously carried.

Commissioner Hoffman recessed the meeting at 10:02 a.m. to hold an Election Board meeting.

Commissioner Hoffman reconvened the meeting at 10:05 a.m.

Commissioner Fenton made a motion to approve an agreement between Department of Conservation and Natural Resources, Loyalsock Forest District Resource Management Center and the County of Sullivan. This agreement allows for the use of the Loyalsock Forest District Resource Management Center as the Laporte Township polling location which was approved by the Board of Elections this same date. The motion was seconded by Commissioner Iannone and unanimously carried.

Commissioner Iannone made a motion to approve a proposal from Clear Ballot for review of completed election database, customer support including logic and accuracy, absentee and election day and election night support in the amount of \$1,500.00. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to approve a proposal from Clear Ballot for 3-day in house training in the amount of \$4,500.00. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to approve a contract between Environmental Systems Research Institute, Inc. (ESRI) and Sullivan County. This is a three -year licensing agreement for ARCGIS mapping at a cost of \$27,500.00 per year. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to approve a lease agreement between the Friends of Sullivan County Library and Sullivan County for the use of the library building and land for meetings and events from August 6, 2021 through August 6, 2022. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to approve change order #2 for the Mildred Sewer project which is being funded through CDBG. Change order will decrease the project in the amount of \$35,322.00. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to approve the Hazardous Material Response Fund Grant Agreement for 2021-2022 in the amount of \$5,366.00. The motion was seconded by Commissioner Fenton and unanimously carried.

Commissioner Hoffman made a motion to acknowledge the appointment of Kenneth A. Osokow, Esquire as First Assistant District Attorney effective August 3, 2021. This is a part time position without benefits, not to exceed 364 hours per year, without a 60-day probationary period. The motion was seconded by Commissioner Iannone and unanimously carried.

Commissioner Iannone made a motion to approve a travel request of Susan McCarty, Chief Assessor, for a continuing education class and chapter meeting in Lewisburg, PA in August, 2021. The motion was seconded By Commissioner Fenton and unanimously carried.

Commissioner Iannone made a motion to acknowledge the resignation of library assistant, Mikaela Brown, effective August 23, 2021. The motion was seconded by Commissioner Fenton and unanimously carried. Commissioner Iannone wished Mikaela well as she was a huge asset with the children's programs.

Commissioner Fenton made a motion to pay current invoices in the amount of \$37,845.21. The motion was seconded by Commissioner Iannone and unanimously carried.

Treasurer Wilkins presented her July report.

Under information, Commissioner Iannone stated that work on the DCNR Comprehensive Plan will begin soon with outreach and surveys.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:17 a.m.

Sullivan County Commissioners

Attest:

Brian Hoffman, Chair

Francine Doyle, Chief Clerk

Darlene Fenton, Vice Chair

Donna Iannone, Commissioner