

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Chair Donna Iannone. Attending were Commissioner Donna Iannone, Commissioner Brian Hoffman, Commissioner Darlene Fenton, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Treasurer Katrina Wilkins, Director of Human Services Mark Roinick, Human Services Assistant Ginger Fowler, Jonathan Hansen from MCM Consulting Group, and Paul Treaster.

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

Commissioner Hoffman made a motion to approve the minutes of the October 10, 2023, Commissioner meeting. The motion was seconded by Commissioner Fenton and unanimously approved.

PUBLIC COMMENT

Sullivan County resident and business owner Paul Treaster voiced opposition to raising the hotel room rental tax from 3% to 5%. His concerns were based on the rate of inflation and his perception that the services currently offered by the Endless Mts. Visitors Bureau could be fulfilled through the Sullivan County Chamber with additional support from the County. The Commissioners provided feedback regarding the process for collection of the tax and distribution of grants to Sullivan County non-profit organizations and confirmed that one of the reasons for the increase is due to another county leaving EMVB.

Commissioner Hoffman made a motion to table opening sealed bids received for the Communications Tower Steel project. The motion was seconded by Commissioner Fenton and unanimously approved after discussion clarifying a clerical error with the bid submittal due date had caused vendor confusion causing the need to re-post the IFB to provide an equal opportunity for all vendors.

Commissioner Hoffman made a motion to table opening sealed bids received for the sale of the John Deere mower deck as no bids were received. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a Community Development Block Grant Discretionary Funds agreement between the Commonwealth of Pennsylvania Department of Community and Economic Development and Sullivan County Commissioners in the amount of \$777,500.00 effective August 2023 to August 2027. The motion was seconded by Commissioner Hoffman and unanimously approved. These funds will be used for phase 2 of the Sonestown Sewer project.

Commissioner Hoffman made a motion to approve an amendment to the Hotel Room Rental Tax Ordinance 2016-3 increasing the tax rate to five percent (5%) effective January 1, 2024. The motion was seconded by Commissioner Iannone and unanimously approved after discussion regarding Mr. Treaster's comments and a possible meeting with EMVB.

Commissioner Hoffman made a motion to appoint Gavin Siegfried to the Sullivan County Room Tax Committee to fill a vacancy left from the resignation of Richard Lobach, Jr., effective October 25, 2023, for a three-year term ending December 31, 2026. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve signing a letter authorizing Sullivan County Human Services and Housing Authority to apply for PHARE/Marcellus Shale 2023 funding. The motion was seconded by Commissioner Hoffman and unanimously approved. Mark Roinick explained the grant request has been expanded to include mortgage and interest payments as well as emergency housing.

Commissioner Fenton made a motion to approve a quote from COSTARS vendor OPSCO (016-e22-224) and subcontractor PSI (016-e22-228) for equipment and installation of pumps and controls included in phase 1 of the Sonestown Sewer System Improvement Project in the amount of \$105,816.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Optical Storage Solutions, Inc., and Sullivan County from June 1, 2023, through May 31, 2024, for Landex software licensing and support at a cost of \$10,700.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve an agreement between Sullivan County, acting through Sullivan County Children & Youth Agency / Sullivan County Juvenile Probation, and George Junior Republic in Pennsylvania, effective July 1, 2023, and June 30, 2024. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve a five (5) year State Offender Supervision Funds agreement between the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Corrections, and Sullivan County Commissioners. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to accept the resignation of Full-time Assistant Planner II Erica Lutz effective October 27, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved. The Commissioners wish Erica the best in her new career.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from Probation at a cost of \$1,686.56 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the Magisterial District Judge's office at a cost of \$224.16 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

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

PUBLIC COMMENT

The Commissioners clarified for Treasurer Wilkins that the funding source for the Sonestown Sewer project is CDBG funds.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$207,125.99.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:18 a.m.

Sullivan County Commissioners:

Attest:

Donna Iannone, Chair

Hope Verelst, Chief Clerk

Brian Hoffman, Vice-Chair

Darlene Fenton, Commissioner