

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, Sheriff Bob Montgomery, Maintenance Director Mark Minier, and Josh Glace from Larson Design Group.

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

Commissioner Fenton made a motion to approve the minutes of the April 11, 2023, Commissioner meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

The Chief Clerk opened sealed bids received for mowing services for the 2023 season as follows

Name and Address	Sullivan Co. Agricultural Center	Sullivan Co. Medical Center	Mattern Building	Veterans Memorial Bridge & South Co. Sign
Ryan’s Mowing 25 North Rd., Dushore, PA 18614	\$50.00	\$65.00	\$75.00	X
C&L Creekside 2312 Route 220, Muncy Valley, PA 17758	\$50.00	\$55.00	\$70.00	\$60.00

Prices are mowing / trimming per event.

After review of the bids, Commissioner Hoffman made a motion to award the contract for mowing for the 2023 season to C&L Creekside of Muncy Valley, PA, at a rate of \$55.00 per event at the Sullivan County Medical Center, \$70.00 per event at the Mattern Building, and \$60.00 per event at Veterans Memorial Bridge and the south County Sign pending receipt of certificate of insurance. The motion was seconded by Commissioner Iannone and unanimously approved. Mark Minier will contact the bidders regarding the tie bid for Ag Center.

Commissioner Hoffman made a motion to award the bid for the Baumunk Lane streambank stabilization project to Insinger Excavating, LLC of Dushore, PA, in the amount of \$22,725.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to award the bid for the Botsford/Vandine streambank stabilization project to A R Popple TKG & EXC, LLC of Shavertown, PA, in the amount of \$34,000.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to award the bid for the Elk Grove streambank stabilization project to Pro-Lawn LLC of Liverpool, PA, in the amount of \$72,230.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Josh Glace noted that all permits for the above stream stabilization projects have been secured as of this date except for Elk Grove.

Commissioner Fenton made a motion to approve an agreement between Sullivan County and Dan Curry for an Arts in Education Residency Program at the Sullivan County Library for 20 days during the spring and summer of 2023 at a total cost to the county of \$1,575.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a formal data sharing agreement between Citizens Telecom Services Company LLC dba Frontier Communications and the County of Sullivan for potential improved internet connectivity infrastructure in Sullivan County. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a 12-month agreement between Sullivan County and Social Solutions Global, Inc. for the purchase, training, and support of Apricot case management software at an annual rate of \$7,920.00 with a one-time fee of \$4,195.00 for initial training, effective July 1, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved. This tracking software will be used by Human Services.

Commissioner Fenton made a motion to amend the dollar amount of the quote from Automated Lifestyles LLC for courtroom audio upgrades including mixer, microphones, speakers, and controls which was accepted at the April 11, 2023, commissioners' meeting. The correct amount of the quote is \$24,936.34. The amount of \$12,468.17, which was originally approved, reflects half of the total quote. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Hoffman noted this vendor is CoStars.

Commissioner Fenton made a motion to approve a lease agreement between Sullivan County Commissioners and State Representative Joe Hamm to lease office space known as suite 7 at the Mattern building at a monthly rate of \$250.00 effective May 1, 2023, through November 30, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved. Representative Hamm's office is planning to have staff at the Sullivan County office three days per week.

Commissioner Iannone made a motion to approve the Children & Youth FY 2022-2023 1st quarter expenditure report (7/1/22-9/30/22). The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a change to the Sullivan County Personnel Policy effective April 25, 2023, reflecting the addition of Volunteer Time Off in the amount of seven (7) hours annually for full-time employees. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to acknowledge the resignation of Deputy Sheriff I Jacob Hudock effective May 3, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved. Sheriff Montgomery wishes him well.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the Treasurer at a total cost to the county of \$250.20. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the three County Auditors at a total cost to the county of \$283.80. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the Assessment office for two staff at a total cost to the county of \$1,854.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from Probation at a total cost to the county of \$375.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$365,608.74.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:26 a.m.

Sullivan County Commissioners:

Attest:

Donna Iannone, Chair

Hope Verelst, Chief Clerk

Brian Hoffman, Vice-Chair

Darlene Fenton, Commissioner