

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Vice-Chair Brian Hoffman. Attending were Commissioner Brian Hoffman, Commissioner Darlene Fenton, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Prothonotary Kellie Carpenter, Director of Emergency Services Joe Carpenter, SEDA-COG Representative Melissa Matthews, and Child Hunger Outreach Partners (CHOP) Representatives Dani Ruhf, Bailey Ruhf, and Christine Orlando.

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

Commissioner Hoffman noted Commissioner Iannone was not in attendance as she was representing the county at the NACo Opioid Leadership Conference in Wisconsin.

Commissioner Fenton made a motion to approve the minutes of the August 15, 2023, Commissioner meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a proclamation recognizing International Overdose Awareness Day on August 31, 2023. The motion was seconded by Commissioner Hoffman and after Commissioner Hoffman read the proclamation, it was unanimously approved.

Commissioner Fenton made a motion to approve a proclamation recognizing September 2023 as Hunger Action Month. The motion was seconded by Commissioner Hoffman and after CHOP Representative Dani Ruhf read the proclamation, it was unanimously approved.

The meeting was recessed at 10:05 a.m. to take photos with CHOP Representatives and reconvened at 10:07 a.m.

Commissioner Fenton made a motion to approve a budget revision certification for FFY 2019 C000073222 and FFY 2020 C000075789.

FFY 2019 CDBG:

Owner Occupied Housing Rehabilitation:		Sullivan County Courthouse Elevator Upgrade:	
Current Budget:	\$100,000.00	Current Budget:	\$0.00
Change:	<u>(\$32,381.47)</u>	Change:	<u>32,381.47</u>
Revised Budget:	\$67,618.53	Revised Budget:	\$32,381.47

FFY 2020 CDBG:

Mildred Sewer Systems Improvements:		Sullivan County Courthouse Elevator Upgrade:	
Current Budget:	\$41,062.43	Current Budget:	\$0.00
Change:	<u>(\$41,062.43)</u>	Change:	<u>\$41,062.43</u>
Revised Budget:	\$0.00	Revised Budget:	\$41,062.43

The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a professional services agreement between Sullivan County and MCM Consulting Group, Inc. for engineering services related to the required 2024 Hazard Mitigation Plan update in the amount of \$95,543.75 effective August 29, 2023, through July 31, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved. Joe Carpenter noted a plan update is required every 5 years to qualify for federal assistance in case of an emergency and MCM has been the consultant in 2014 and 2019.

Commissioner Fenton made a motion to approve amendments to the agreements re-adopted January 1, 2020, between Pennsylvania Municipal Retirement System (PMRS) and Sullivan County to change the service-connected disability eligibility from 5-years to immediate (to comply with the PMRL) on both the defined benefit and cash plans. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a lease agreement between Sullivan County and TREHAB for Suite 3 of the Mattern building, which includes 580 square feet of space, at a rate of \$350.00 per month effective

October 1, 2023, through September 30, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to accept a quote from Mel’s Concrete of Allenwood, PA, to remove and replace 50 feet of sidewalk at the Sullivan County Library at a cost of \$4,385.00 to be reimbursed through a PCorp safety grant. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to accept a quote from Susquehanna Valley Limousine for a 19-passenger shuttle trip organized by the Sullivan County Library to the Lehigh Gorge Scenic Railway at a cost of \$1,858.90. The motion was seconded by Commissioner Hoffman and unanimously approved. This trip will be funded by the Friends of the Library with United Way funding.

Commissioner Fenton made a motion to have Sullivan County serve as the eligible applicant for the ARC Grant request for the Loyalsock Foundation’s “Summit Center for Wellness” project. The motion was seconded by Commissioner Hoffman and unanimously approved. It was noted this grant requires a governmental agency to serve as a “pass through” for funding; however, the grant itself will go to the Loyalsock Foundation.

Commissioner Fenton made a motion to approve a request from the Sullivan County EMS Council to use the Sullivan County Emergency Services Building on September 13, 2023, to hold the EMS Yeti Raffle drawing. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve the unpaid leave request of Jared Houck, Deputy Sheriff I for leave of up to 14 hours effective August 31 – September 1, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to accept the resignation of full-time Children & Youth Caseworker II Angela Northup effective September 8, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the Chief Clerk at a cost of \$676.80 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 Children & Youth at a cost of \$230.00 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

INFORMATION

Commissioners reviewed and signed the FY 2021-2022 Bradford/Sullivan Early Intervention Services Program Income and Expenditures Report.

Commissioners approved and paid current invoices in the amount of \$223,264.18.

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

