

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Chair Darlene Fenton. Attending were Commissioner Darlene Fenton, Commissioner Donna Iannone, Commissioner Brian Hoffman, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Treasurer Katrina Wilkins, Dewberry Representative Gini Feigles-Kaar SEDA-COG Representative Melissa Matthews, Director of Children & Youth Lisa Wilcox, Planning Director Chris Roenning, Maintenance Supervisor Mark Minier, Human Services Director Mark Roinick, Sheriff Bob Montgomery, Centra PA Food Bank Representative Travis Berg, CHOP Representative Dani Ruhf, and Sullivan County Food Pantry Representatives Barb Davis, Yvonne Saylor, Richard Saylor, Laurie Burkholder, and Tom Burkholder.

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

Commissioner Iannone made a motion to approve the minutes of the August 16, 2022, Commissioners' Meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve a Proclamation recognizing September 2022, as Hunger Action Month. The motion was seconded by Commissioner Hoffman and, after being read by Sullivan County Food Pantry Representative Barb Davis, was unanimously approved. Commissioner Iannone thanked the Food Bank and Food Pantry for their support especially during the pandemic. Central PA Food Bank Representative Travis Berg noted that 11% of Sullivan County residents have food insecurity and the food banks were able to distribute 230,000 lbs. of food equal to 200,000 meals last year.

Commissioner Iannone made a motion to approve a Proclamation recognizing Sullivan County's 175th Anniversary. The motion was seconded by Commissioner Hoffman and, after being read by Commissioner Fenton, was unanimously approved. Commissioner Iannone invited everyone to attend a celebration recognizing the anniversary on Thursday, September 1 at 11:00 am at the fairgrounds.

The Chief Clerk opened sealed bids received for the Sullivan County Ag Center Project:

Stoltzfus Contracting	527 Ireland Road, Allenwood, PA 17810	\$99,456.00
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The Commissioners' meeting recessed at 10:10 a.m. for Sullivan County Community Development Block Grant FFY 2022 Public Hearing and reconvened at 10:19 a.m.

Commissioner Hoffman made a motion to approve projects and allocations for FFY 2022 CDBG funding consideration, as presented. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve Sullivan County Resolution 2022-15 authorizing submission of Sullivan County's FFY 2022 Community Development Block Grant application to the Pennsylvania Department of Community and Economic Development. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve Sullivan County Resolution 2022-16 which updates Fair Housing. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve signature of all FFY 2022 CDGB application-related documents. The motion was seconded by Commissioner Iannone and unanimously approved. Commissioner Hoffman thanked SEDA-COG for keeping the county compliant and managing CDBG funds.

Commissioner Iannone made a motion to approve the FY 2022-2023 Human Services Block Grant Plan for Sullivan County programs including human services development fund and homeless assistance program. The motion was seconded by Commissioner Hoffman and unanimously approved. Director of Human Services Mark Roinick noted the total budget, including Bradford County, is \$450,000.00.

Commissioner Iannone made a motion to approve the Child Welfare Information System Data Sharing Agreement between the Commonwealth of Pennsylvania and Sullivan County on behalf of Sullivan County Children and Youth Agency effective October 1, 2022, through September 30, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve the Sullivan County Needs-Based Budget for FY 2023-2024 and Implementation Plan for FY 2022-2023. (Child Welfare and Juvenile Justice). The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve the Victim of Juvenile Offenders (VOJO) Grant for 2023-2024 in the amount of \$10,830.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve the FY 2021-2022 financial statement of funds expensed under the Juvenile Probation Services Grant in the amount of \$15,744.00. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve an amendment effective July 28, 2022, to the original grant agreement dated May 31, 2022, between Sullivan County and the Commonwealth of Pennsylvania acting through the Department of Environmental Protection, to increase funding supporting the Emergency Watershed Protection project at Sullivan County parcel number 06-090-0091 by \$7,725.00 for a total maximum amount payable to the county of \$29,725.00. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to award the bid for the Emergency Watershed Protection Project at Sullivan County parcel number 06-090-0091 Elkland Township to Insinger Excavating, LLC. for the sum of \$118,900.00. The motion was seconded by Commissioner Iannone and after noting the sealed bids had been received and opened at a previous meeting, was unanimously approved.

Commissioner Iannone made a motion to grant Darlene Fenton, Chair of the Sullivan County Commissioners, signing authority for the recording of a Perpetual Easement, Right-of-Way, Consent to Enter, and Construction Agreement between Sullivan County and Sean P. and Michelle N. Thibodeault for the construction, operation, and maintenance of an emergency communications tower. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman 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 \$325.00 per month effective October 1, 2022, through September 30, 2023. The motion was seconded by Commissioner Iannone and unanimously approved.

Commission Hoffman made a motion to approve the Policy Regarding Sullivan County Government Act 13 Fund Distribution to the Sullivan County Fire Department and the Sullivan County EMS Council effective August 30, 2022. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to accept a proposal from Stahl Sheaffer Engineering in the amount of \$17,653.00 for bridge plans, bid package, construction administration, and project management for a proposed project at the Hillsgrove Covered Bridge over Loyalsock Creek. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to approve a service agreement between Sullivan County and Smiley's Cleaning Service, Inc. for temporary cleaning services at the Sullivan County Courthouse. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve a Conference / Workshop / Travel request from the Coroner's office at a total cost to the county of \$1,987.18. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a Conference / Workshop / Travel request from the Probation office at a total cost to the county of \$743.56. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to acknowledge the termination of Sean Papke as Administrative Clerk II in the Treasurer's Office effective August 16, 2022. The motion was seconded by Commissioner Hoffman and unanimously approved. Treasurer Wilkins noted he was helpful with doe license processing before leaving for college at Wilkes University.

Commissioner Iannone made a motion to approve the hiring of Sarah Abernethy as Library Assistant II effective September 6, 2022. This is a part-time position with no benefits not to exceed 999 hours per year. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a job title change for Melanie Lambert from Assistant Librarian I to Assistant Librarian II effective September 6, 2022. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to pay current invoices in the amount of \$153,627.62. The motion was seconded by Commissioner Hoffman and unanimously approved.

PUBLIC COMMENT:

Human Services Director Mark Roinick asked if TREHAB intends to move their entire operation to the Mattern Building, including food storage. Mark will ask TREHAB for clarification.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:32 a.m.

Sullivan County Commissioners:

Attest:

Darlene Fenton, Chair

Hope Verelst, Chief Clerk

Donna Iannone, Vice-Chair

Brian Hoffman, Commissioner