

**The meeting of the Sullivan County Commissioners was called to order at 10:00 AM on the above date by Chairman Wylie Norton. Attending were Commissioner Brian Hoffman, Commissioner Donna Iannone, Solicitor Kenneth Levitzky, Human Services Director Mark Roinick, Planning Director Michael Hufnagel, and Megan Kiner from the Sullivan Review. Those present recited the Pledge of Allegiance to the United States Flag.**

**A motion was made by Commissioner Iannone to approve the minutes of the November 1, 2016 Commissioners' Meeting. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Iannone made a motion to award the bid for Liquid Propane delivery to the Courthouse to Superior Plus Energy Services at 112 Broad Street, Montoursville, PA 17754. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Norton made a motion to acknowledge the Conditional Award of Funds through the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Fund at \$70,000 for Year 2017 for the Sullivan County Rental Assistance Program and approve the Commitment letter for participation. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Hoffman made a motion to acknowledge receipt of \$20,656 from PA Dept of Human Services as 2<sup>nd</sup> Quarter FY 2016/2017 Advance funds for the Medical Assistance Transportation Program. The motion was seconded by Commissioner Norton and unanimously carried.**

**Commissioner Hoffman made a motion to approve the Professional & Administrative Services Agreement regarding the NEPA Environmental Review between Sullivan County and SEDA-COG. The motion was seconded by Commissioner Iannone and unanimously carried.**

**Commissioner Iannone made a motion to approve the Resolution authorizing a request to the PA Dept of Community and Development for a Revision to the FFY 2012 Community Development Block Grant Contract. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Norton made a motion to approve Parcel #01-084-0017 (Cherry Twp) for participation in the County Housing Rehabilitation program. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Hoffman made a motion to approve the revised agreement between the County and The Sullivan County Historical Society regarding the Baldwin House property. The motion was seconded by Commissioner Iannone and passed 2 to 0 in favor. Commissioner Norton abstained from voting due to a conflict of interest.**

**Commissioner Iannone made a motion to approve the revised lease with Columbia Child Development Program retroactive to September 15, 2016. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Norton made a motion to acknowledge the end of the 60 Day Probation for Mark Urner as Security Officer I effective November 5, 2016. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Iannone made a motion to acknowledge the end of a 60 Day Probation for Randall Ruhl as Security Officer I effective November 5, 2016. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Norton made a motion to appoint Eileen Warburton to the Board of the Northern Tier Solid Waste Authority as Board member effective January 1, 2017 – this appointment has a 5 year term. The motion was seconded by Commissioner Hoffman and unanimously carried.**

**Commissioner Norton made a motion to appoint Robert Woodhead to the Board of the Northern Tier Solid Waste Authority as Emeritus Director effective January 1, 2017. His resignation as Board member is effective December 31, 2016. The motion was seconded by Commissioner Hoffman and unanimously carried. Commissioner Norton stated that Mr. Woodhead served for many terms and was instrumental in NTSWA's expansion and its' current sound position; and the Commissioners wished to thank him for his years of service.**

**Commissioner Hoffman made a motion to approve paying the current bills totaling \$116,881.77; including \$ 18,578.82 to Columbia County Prison for September Housing of Sullivan County inmates; \$16,784.53 to CDW Government for software licenses; and \$8,682.32 to Election IQ for contracted election services and supplies. The motion was seconded by Commissioner Norton and unanimously carried.**

**Karen Baumunk presented the Prothonotary's report for October 2016. The County Record Improvement Fund balance was \$304.00 and the Recorder Record Improvement Fund balance was \$456.00; with a balance paid to the County of \$ 12,839.82.**

**Treasurer Robbins presented the Treasurer's report for October 2016.**

**Sheriff Montgomery presented the Sheriff's Office activity report for October 2016.**

**Under Public Comment:**

**Commissioner Iannone stated that she had attended several Veterans Day Services last week and wanted to express her appreciation for all Veterans' service and sacrifice.**

**Under Information:**

**Commissioner Norton noted that the application of L. Dale Myers has been accepted into the Sullivan County Housing Rehabilitation program. The Commissioners take note of the fact that Mr. Myers' granddaughter, Chelsea Myers, is a county employee, employed in the Sullivan County Planning office. The Commissioners assure that Chelsea Myers will not be involved in any way whatsoever with any aspect of the L. Dale Myers housing rehabilitation application, the awarding of any contracts, or the entire project.**

**Commissioner Norton acknowledged a letter of thanks from Area Agency on Aging, Inc. for the County's financial support.**

**Planning Director Hufnagel stated that County will be sponsoring training at no charge to interested local contractors in an effort to get them lead certified so that they can bid on local housing rehabilitation projects.**

**There being no additional business to discuss, Commissioner Norton made a motion to adjourn the meeting at 10:32 AM. Commissioner Iannone seconded the motion and the motion unanimously carried.**

**SULLIVAN COUNTY COMMISSIONERS**

**ATTEST:**

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**Wylie S. Norton, Chairman**

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**Edna M. Schweitzer, Chief Clerk**

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**Brian Hoffman, Vice Chairman**

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**Donna Iannone, Commissioner**