

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Solicitor Kenneth Levitzky. Attending were Commissioner Darlene Fenton, Commissioner Donna Iannone, Commissioner Brian Hoffman, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Treasurer Katrina Wilkins, and John Shoemaker from The Sullivan Review.

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

Commissioner Hoffman made a motion to elect Commissioner Iannone as the 2023 Chair of the Sullivan County Commissioners. The motion was seconded by Commissioner Fenton and unanimously approved. Commissioner Iannone thanked the Commissioners for their confidence in her for this position.

The meeting was then turned over to the new Chair, Commissioner Iannone.

Commissioner Fenton made a motion to elect Commissioner Hoffman as the 2023 Vice Chair of the Sullivan County Commissioners. The motion was seconded by Commissioner Iannone and approved 2-0 with Commissioner Hoffman abstaining due to a conflict of interest.

Commissioner Hoffman made a motion to approve the minutes of the December 20, 2022, Commissioner Meeting. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to appoint Kenneth R. Levitzky as Sullivan County Solicitor for 2023. The motion was seconded by Commissioner Hoffman and unanimously approved. This will be Attorney Levitzky's 40<sup>th</sup> year as Sullivan County Solicitor.

Commissioner Fenton made a motion to appoint Hope Verelst as Sullivan County Chief Clerk for 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to appoint Susan McCarty as Sullivan County Chief Assessor / Tax Claim Director for 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to appoint Patrick Johnson as Sullivan County Public Defender for 2023. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to set the mileage rate for 2023 at 60 cents per mile. The motion was seconded by Commissioner Hoffman. After discussion regarding the current federal rate, declining gas prices, and the purchase of a county vehicle, the motion was approved 2 – 1 with Commissioner Iannone opposed.

Commissioner Hoffman made a motion to approve a change to the Sullivan County Personnel Policy effective January 3, 2023, reflecting changes to the Travel Expense Policy enabling meal reimbursement rates to be set by the Commissioners on an annual basis. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to award the bid for the Hillgrove Bridge Running Boards Installation Project to the lowest qualified bidder, LTT Trucking, LLC of North Bend, PA, for the total amount of \$21,925.00. The motion was seconded by Commissioner Hoffman and unanimously approved. It was noted there were seven (7) bids received and the lowest three (3) were reviewed by Planning and the County engineer.

Commissioner Hoffman made a motion to approve an amended agreement between Bradford and Sullivan County Joinder, on behalf of the Bradford County Human Service Agency, operator of Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID), and Onewell, LLC (formerly PA Health Management), effective January 1, 2023, through June 30, 2023. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a lease agreement between the County of Sullivan and Karen Ulrich for office space at the Mattern Building effective January 11, 2023, for a term of one (1) year at a monthly rent of \$200.00. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone noted it is great to have another tenant at the building.

Commissioner Fenton made a motion to approve a lease agreement between the County of Sullivan and Theresa Schofield for office space at the Mattern Building effective January 18, 2023, for a term of one (1) year at a monthly rent of \$200.00. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Fenton noted this is a lease renewal.

Commissioner Hoffman made a motion to approve an agreement between Sullivan County, acting through Sullivan County Children and Youth and Sullivan County Juvenile Probation, and Children's Home of Reading (CHOR) Youth and Family Services, Inc. effective July 1, 2022, through June 30, 2023. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve a donation in the amount of \$30,664.68, representing 5% of 2021 Act 13 Funds, to Sullivan County Emergency Medical Services Council. A total of 10% of 2021 Act 13 Funds will be allocated to county fire and EMS services. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to re-appoint Debra DiBono and James Warburton to the Farmland Preservation Board as farmer members for three-year terms beginning January 1, 2023, through December 31, 2025. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve the hiring of Deborah Sterling as Certified Assistant III, Deputy Chief Assessor effective January 3, 2023. This is a full-time position with benefits according to the Sullivan County personnel policy after the successful completion of a 60-day probation period. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to acknowledge the termination of Jeannette Ritinski, Administrative Clerk III to the Magisterial District Judge, effective March 4, 2022. The motion was seconded by Commissioner Fenton and unanimously approved. Commissioner Hoffman noted this is for personnel housekeeping purposes.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from the District Attorney's office at a total cost to the county of \$651.78. The motion was seconded by Commissioner Hoffman and unanimously approved.

#### INFORMATION

Commissioners approved and paid current invoices in the amount of \$98,801.16.

Commissioner Hoffman expressed his appreciation to Commissioner Fenton for serving as Chair in 2022 and helping to "spread the pain".

The Chief Clerk shared total rental income for the Mattern building for 2022 was \$45,557.54.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:12 a.m.

Sullivan County Commissioners:

Attest:

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Donna Iannone, Chair

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Hope Verelst, Chief Clerk

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Brian Hoffman, Vice-Chair

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Darlene Fenton, Commissioner