

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, and Treasurer Katrina Wilkins.

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

Commissioner Iannone made a motion to approve the minutes of the October 11, 2022, Commissioners' Meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve Sullivan County Resolution 2022-17 Supporting Operation Green Light for Veterans the week of November 7-13, 2022. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve Sullivan County Resolution 2022-18 Implementing Act 57 of 2022 Property Tax Penalty Waiver Provisions. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to approve the FFY 2023 – 2025 Hazardous Materials Emergency Preparedness Grant Agreement between the Commonwealth of Pennsylvania acting through the Pennsylvania Emergency Management Agency and Sullivan County. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a 12-month lease for space at the Mattern Building between Wojanis Supply Company, Inc., and the County of Sullivan, at a rate of \$577.00 per month plus snow removal expenses, beginning December 1, 2022. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve an amendment to a professional engineering services agreement for streambank stabilization engineering dated January 26, 2022, between Sullivan County and Larson Design Group to provide an additional 100 hours in technical assistance at a cost of \$95.00 per hour. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to acknowledge the appointment of Cecily Tubach as Law Librarian effective October 21, 2022. The motion was seconded by Commissioner Fenton and approved 2 – 0 with Commissioner Hoffman abstaining due to a conflict of interest.

Commissioner Iannone made a motion to pay current invoices in the amount of \$123,059.72. The motion was seconded by Commissioner Hoffman and unanimously approved.

The Prothonotary's September 2022 report was available for review.

INFORMATION

At the October 11, 2022, meeting, the Commissioners accepted the resignation of full-time Domestic Relations Administrative Clerk III Jodi Metzger effective October 21, 2022, and her transition to a part-time position with no benefits (pending further research regarding retirement benefits), as of that date. PMRS advised part-time employees are only eligible for retirement benefits if they work over 20 hours weekly. Jodi does not anticipate working over 20 hours.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:07 a.m.

Sullivan County Commissioners:

Attest:

Darlene Fenton, Chair

Hope Verelst, Chief Clerk

Donna Iannone, Vice-Chair

Brian Hoffman, Commissioner