

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 (by phone), Commissioner Brian Hoffman, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Sheriff Bob Montgomery, and Treasurer Katrina Wilkins.

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

Commissioner Hoffman made a motion to approve the minutes of the November 8, 2022, Commissioners’ Meeting. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to accept the lowest bidder, Patriot Site Service, LLC’s, decision to decline the 2022 / 2023 snow removal award that was accepted at the September 27, 2022, Commissioners’ meeting. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to award the bid for 2022 / 2023 snow removal to the next lowest bidder, Saxe Excavating & Trucking, 8779 Route 220, Dushore, PA 18614, at the following rates:

COMPANY	AG CENTER			DES			LIBRARY			MATTERN		
	P	C	S	P	C	S	P	C	S	P	C	S
Saxe Excavating & Trucking 8779 Route 220 Dushore, PA 18614	\$115	\$75	\$27.50	\$75	\$58	\$15	\$25	\$15	\$15	\$150	\$85	\$50

P = Plow, C = Cinder, S = Shovel

The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to approve an agreement between Bradford and Sullivan County Joinder and Armstrong-Indiana Behavioral and Developmental Health Program effective July 1, 2022, through June 30, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve an agreement between Clinton County and Sullivan County for prisoner housing at a rate of \$70.00 per day for occupied prison space plus medical, external supervision, rehabilitation, and transportation expenses effective January 1, 2023, for a term of three (3) years. The motion was seconded by Commissioner Fenton and unanimously approved. Sheriff Montgomery noted there are currently no prisoners being housed at Clinton County.

Commissioner Iannone made a motion to approve a three-year agreement between Sullivan County and RBA Professional Data Systems, Incorporated for a tax billing, collection, and software system including installation, training, and annual maintenance at a one-time cost of \$62,750.00 with an annual maintenance of \$9,000 increasing annually by \$375.00 to a maximum of \$11,250.00. The motion was seconded by Commissioner Hoffman and unanimously approved. Treasurer Wilkins noted the software should be up and running by July 1, 2023, and will provide increased efficiencies, smother processing, detailed reporting, and the ability to print tax invoices in-house.

Commissioner Iannone made a motion to approve a purchase of service agreement for information technology services between Sullivan County, on behalf of Sullivan County Children and Youth Services, and Lycoming-Clinton Joinder Board, On behalf of Lycoming County Children and Youth Services, effective July 1, 2022, through June 30, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to accept the resignation of Board member Renee Rickert upon recommendation of the Bradford/Sullivan MH/ID Advisory Board effective October 24, 2022, due to scheduling conflicts. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone noted Ms. Rickert has been a big asset to the board.

Commissioner Iannone made a motion to appoint Tammy Finan, upon recommendation of the Farmland Preservation Board, for a 3-year term as Citizen-at-Large board member effective January 1, 2023. The motion was seconded by Commissioner Fenton and approved 2 – 0 with Commissioner Hoffman abstaining due to a conflict of interest.

Commissioner Hoffman made a motion to approve an updated Sullivan County Government Act 13 Allocations to Fire-EMS Policy. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to alter the agreement between Sullivan County and Stahl-Sheaffer Engineering to provide for added space for the Mildred Tower increasing from 60 to 100 square feet at a cost of \$2,100.00. The motion was seconded by Commissioner Iannone and unanimously approved. Commissioner Hoffman noted this information was received late and could not be included on the posted agenda but will provide for surveying of the proper area.

Commissioner Hoffman made a motion to acknowledge a Family Medical Leave Act request of Probation Officer, Deputy Director Heather Finnegan for leave effective November 9, 2022, with a return date of approximately 4-6 weeks. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to pay current invoices in the amount of \$136,384.89. The motion was seconded by Commissioner Fenton and unanimously approved.

#### PUBLIC COMMENT

Treasurer Wilkins noted her office recently underwent a compliance audit of state accounts including Game Commission, Fish Commission, and Department of Agriculture for dog licenses. This audit covered a five-year period ending in 2021 and spanned two different elected Treasurers and several office employees. The audit was successful with zero findings.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:15 a.m.

Sullivan County Commissioners:

Attest:

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Darlene Fenton, Chair

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Hope Verelst, Chief Clerk

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Donna Iannone, Vice-Chair

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Brian Hoffman, Commissioner