

The meeting of the Sullivan County Commissioners was called to order at 10:00 a.m. on the above date by Chair Donna Iannone. Attending were Commissioner Donna Iannone, Commissioner Brian Hoffman, Commissioner Darlene Fenton, Chief Clerk Hope Verelst, Solicitor Kenneth Levitzky, Treasurer Katrina Wilkins, Director of Emergency Services Joe Carpenter, Sheriff Bob Montgomery, and Jonathan Hansen from MCM Consulting Group.

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

Commissioner Fenton made a motion to approve the minutes of the November 7, 2023, Commissioner meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to award the bid for the Conservation painting project to Jordan Quality Construction of Muncy Valley, PA for the sum of \$10,000.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to reject all bids for the Conservation flooring project. The motion was seconded by Commissioner Fenton and unanimously approved. The Conservation District Board is exploring a different flooring option.

Commissioner Iannone made a motion to approve Resolution 2023-10 requesting a Statewide Local Share Assessment Grant in the amount of \$868,860.00 and empowering Commissioners Brian Hoffman and Darlene Fenton to execute all documents and agreements relating to the grant on behalf of the governing body. The motion was seconded by Commissioner Fenton and unanimously approved. If received the grant will be used to make energy efficient and other renovations to the Mattern Building.

Commissioner Hoffman made a motion to approve an Employer Shared Responsibility (ESR) Service agreement between Sullivan County and Paychex, Inc. amending the current agreement to include electronic processing of annual 1094 and 1095 reports at a monthly rate of \$135.00 plus \$1.35 per full-time employee and a one-time set up fee of \$500. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Sullivan County and Northern Tier Solid Waste Authority for refuse container rental and disposal for the Courthouse at a rate of \$132.00 per month effective January 1, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Sullivan County and Northern Tier Solid Waste Authority for refuse container rental and disposal for Department of Emergency Services at a rate of \$71.00 per month effective January 1, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a 3-year agreement between Sullivan County and RAVE Mobile Safety to provide public safety alerts to the county at an annual cost of \$3,039.55, effective February 1, 2024, through January 31, 2027. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve amended contracts between Bradford and Sullivan County Joinder, on behalf of Bradford/Sullivan County Intellectual Disability/Autism Program (ID/A), and the following: **Onewell, LLC** and **The Main Link**, effective July 1, 2023, and June 30, 2024. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve a quote from COSTARS vendor Orchard Pump and Supply Co. (OPSCO) (016-e22-224) to address groundwater infiltration at the Main Street pumping station related to phase 1 of the Sonestown Sewer System Improvement Project in the amount of \$27,000.00, contingent upon receipt of an approved change order. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a 911 Statewide Interconnectivity Funding grant agreement between the Commonwealth of Pennsylvania acting through Pennsylvania Emergency Management Agency and Sullivan County acting through Sullivan County Emergency Services in the amount of 26,295.00, effective October 1, 2023, through December 31, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved. This grant represents Sullivan County's Share of 911 tax funds.

Commissioner Fenton made a motion to approve a request from Laporte Volunteer Fire Company to use the park on December 10, 2023, for a Christmas event. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Hoffman made a motion to approve the hiring of Jolie Coates as Watershed Specialist / Chesapeake Bay Technician for the Conservation District effective January 2, 2024. 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 Fenton and unanimously approved.

Commissioner Fenton made a motion to approve the satisfactory completion of the 60-day probationary period of part-time Certified Assistant II – Human Services Ginger Fowler effective November 12, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve the unpaid leave request of part-time Maintenance Technician I Frank Green for leave effective December 4, 2023, through December 23, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve an amended Conference/Workshop/Travel request from the Magisterial District Judge's office at an additional cost of \$233.26 (plus original \$224.16) to the county. The motion was seconded by Commissioner Fenton and unanimously approved.

#### INFORMATION

Commissioners approved and paid current invoices in the amount of \$295,564.22.

Commissioners signed a purchase of service agreement between Sullivan County, acting through Sullivan County Children & Youth Agency / Sullivan County Juvenile Probation Office, and Bethany Children's Home, effective July 1, 2023, through June 30, 2024, for emergency placement of a juvenile.

The meeting was recessed at 10:12 a.m. to hold the salary board meeting and reconvened at 10:21 a.m.

Commissioner Hoffman made a motion to award the bid for the communication tower steel to Dailey Tower Services, Inc. of Carencror, LA for the sum of \$62,768.00. The motion was seconded by Commissioner Fenton and unanimously approved. Jonathan Hansen noted the vendor has met all bid requirements and is the lowest bidder. The commissioners have received a reference letter from MCM.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:22 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

