

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, Planning Director Chris Roening, Director of Emergency Services Joe Carpenter, SEDA-COG Representative Melissa Matthews, and Jonathan Hansen from MCM Consulting Group.

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

Commissioner Hoffman made a motion to approve the minutes of the October 24, 2023, Commissioner meeting. The motion was seconded by Commissioner Fenton and unanimously approved.

PUBLIC COMMENT

Chief Clerk Hope Verelst took a moment on behalf of the Commissioners’ office to recognize Solicitor Ken Levitzky for his 40-year service to Sullivan County. She noted he will attend his 80th election night with the county and has been a great legal resource to the county. Attorney Levitzky was presented with a gift of appreciation, and Hope noted she has no doubt he will serve another 40 years.

The Chief Clerk opened sealed bids received for the Communications Tower Steel as follows:

Contractor	Steel	Shipping	TOTAL
Daley Tower Services, Inc. – Carencror, LA 70520	\$55,968.00	\$6,800.00	\$62,768.00
Key Tower LLC – Chicago, IL 60613	\$105,591.00	\$15,836.00	\$121,427.00
eciWireless, LLC – Dillsburg, PA 17019	\$213,736.00	\$1,200.00	\$214,936.00

The Chief Clerk opened sealed bids received for the Conservation District Floor project as follows:

Contractor	TOTAL
MAC Builders & Design, Inc. – New Albany, PA 18833	\$13,500.00
Jordan Quality Construction – Muncy Valley, PA 17758	\$13,000.00

The Chief Clerk opened sealed bids received for the Conservation District Painting project as follows:

Contractor	TOTAL
MAC Builders & Design, Inc. – New Albany, PA 18833	\$15,000.00
Jordan Quality Construction – Muncy Valley, PA 17758	\$10,000.00

Commissioner Fenton made a motion to approve an Intergovernmental Agreement for Intrusion Detection Services between the Commonwealth of Pennsylvania, acting through the Pennsylvania Emergency Management Agency, and Sullivan County, through November 2026. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton a motion to approve a 12-month Intergovernmental Agreement between the Commonwealth of Pennsylvania, acting through the Governor’s Office of Administration (“OA”), and Sullivan County for the purchase of a block of Cofense licenses (term 12/30/2023 – 12/30/2024) at a fixed cost under OA’s Contract with Cofense. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a service agreement between Sullivan County and SEDA Council of Governments to provide professional and administrative services related to the FFY 2022 Community Development Block Grant at a total cost not to exceed \$43,100.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a second amendment to the contract dated August 10, 2021, between Sullivan County and SEDA Council of Governments to provide services related to the Housing Rehabilitation Program, extending the effectiveness date for FFY 2019 funds to January 15, 2024, and FFY 2020 funds to February 23, 2025. The motion was seconded by Commissioner Fenton and unanimously approved after noting a correction to the contract number on page 2.

Commissioner Hoffman made a motion to approve CDBG funding revision for FFY 2019 Contract C000073222 as follows:

Activity/Project	Action (Increase/ Decrease)	Approved Current Budget	Revised Budget
Owner Occupied Housing Rehabilitation	(23,789.53)	67,618.53	43,829.00
SEDA-COG Admin. – Sullivan Co.	0.00	37,440.00	37,440.00
Sonestown Sewer System Improvements	23,789.53	70,867.00	94,656.53
Sullivan Co. Courthouse Elevator Upgrade	0.00	32,381.47	32,381.47
	0.00	208,307.00	208,307.00

The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Sullivan County, acting through Sullivan County Children & Youth Agency / Sullivan County Juvenile Probation, and the following: **Adelphoi Village, Inc.**, **Kidspace National Centers, Inc.**, and **Northampton County Juvenile Justice Center**, effective July 1, 2023, and June 30, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve the Sullivan County Adult Probation Grant-in-Aid in the amount of \$19,773.00 for FY 23/24. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve extending the lease agreement with Rural Health Corporation of Northeastern Pennsylvania to lease a portion of the Sullivan County Medical Center located at 217 King Street, Laporte, PA 18626 for two additional years beginning January 11, 2024, at the same terms as set forth in the original agreement. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority, and Endless Mountain Behavior Health Center effective September 11, 2023, to June 30, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve amended agreements between Bradford/Sullivan Drug & Alcohol, Single County Authority and the following: **A Better today, Inc.**, **ARCC Abuse & Rape Crisis Center**, **Avenues Recovery Medical Center – Valley Forge**, **Bowling Green Brandywine, LLC.**, **Bradford Recovery Center**, **Casa Trinity, Inc.**, **Clearvision Health & Wellness**, **Clearvision Residential Treatment Services, Inc.**, **Clem-Mar House, Inc.**, **Colonial House, Inc.**, **Cornell Abraxas Group, LLC.**, **Crossroads Counseling, Inc.**, **Drug & Alcohol Rehabilitation Services, Inc.**, **Eagleville Hospital**, **Endless Mountains Extended Care**, **Firetree, LTD.**, **Gatehouse**, **Gaudenzia, Inc.**, **Harbor Counseling**, **Huntington Creek Recovery Center**, **Lebanon Treatment Center**, **Libertae, Inc.**, **Malibu Wellness Ranch**, **Pathway to Recovery**, **Positive Recovery Solutions**, **Pyramid Healthcare, Inc.**, **Sullivan County Victim Services**, **Supporting Area Families Everyday – S.A.F.E.**, **The Main Link**, **White Deer Run, LLC.**, and **Williamsport Family Medical Center**, effective July 1, 2023, to June 30, 2024. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve an agreement between Bradford and Sullivan County Joinder, on behalf of the Bradford County Human Services Agency/ Children and Youth Services, and Interpretex for sign language interpreting services effective October 2023. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Bradford and Sullivan County Joinder, on behalf of Bradford/Sullivan County Mental Health Program (MH), and Northern Tier Counseling, effective July 1, 2023, through June 30, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve the U.S. Department of Homeland Security Federal Fiscal Year 2023 State Homeland Security Grant Program Agreement in the amount of \$509,996.00, effective September 1, 2023, to December 29, 2026. The motion was seconded by Commissioner Fenton and unanimously approved. Joe Carpenter noted these monies are sent directly to the North Central Task Force for distribution.

Commissioner Fenton made a motion to approve a merchant services agreement between Sullivan County, acting through Sullivan County Tax Claim Bureau, and Worldpay, LLC and AllPaid, Inc. for accepting credit/debit card payments in the tax claim office. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a one-year service agreement and support addendum, with automatic renewal, between the Sullivan County Commissioners and Kings III Emergency Communications to provide elevator emergency telephone equipment, maintenance, monitoring, and dispatch services at \$61.00 per month. 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 renter and disposal for the Ag Center at a rate of \$167.00 per month effective January 1, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an engineering agreement with Stahl Sheaffer Engineering for architectural and engineering services related to a Local Share Fund grant application for the Mattern Building in the amount of \$10,880.00. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to accept the resignation of Deveron Wilcox from the Sullivan County Room Tax Committee effective November 7, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved. The Commissioners thank Deveron for his years of service on this committee.

Commissioner Hoffman made a motion to appoint Deborah Sample to the Sullivan County Room Tax Committee to fill a vacancy left from the resignation of Deveron Wilcox, effective November 7, 2023, for a three-year term ending December 31, 2026. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to recommend Andy Trostle to the Commonwealth of Pennsylvania Conservation Board to serve on the Sullivan County Conservation Board as Farmer Director for a four-year term beginning 01/01/2024. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to recommend Wylie Norton to the Commonwealth of Pennsylvania Conservation Board to serve on the Sullivan County Conservation Board as Public Director for a four-year term beginning 01/01/2024. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to recommend Brian Hoffman to the Commonwealth of Pennsylvania Conservation Board to serve on the Sullivan County Conservation Board as Commissioner Director for a one-year term beginning 01/01/2024. The motion was seconded by Commissioner Iannone and approved 2 – 0 with Commissioner Hoffman abstaining.

Commissioner Fenton made a motion to approve the unpaid leave request of full-time Domestic Relations Director Carly Silvestri for intermittent leave effective November 7, 2023, through December 31, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a Conference/Workshop/Travel request from the Coroner's office at a total cost of \$267.24 to the county. The motion was seconded by Commissioner Fenton and unanimously approved.

The Prothonotary's October 2023 report was available for review.

Treasurer Wilkins presented her October 2023 report.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$.274,551.95.

Commissioners signed hold harmless agreements with Hillsgrove Township and property owners Jeff and Donna Long for emergency tree and brush removal threatening county owned Hillsgrove Covered Bridge.

Commissioners accepted an estimate from MAC Builders, New Albany, PA, for emergency stabilization of a block wall at the Mattern Building and assist the engineer in investigating the cause of the damage.

Commissioners signed an engineering agreement with Stahl Sheaffer Engineering, Inc. for the emergency assessment, stabilization, and repair of a damaged block wall at the Mattern Building for the total amount of \$9,300.00.

Director of Children & Youth Lisa Wilcox is one of four honorees statewide to be selected to receive the Pennsylvania Family Support Alliance "Blue Ribbon Champions for Safe Kids" award for exceptional contributions and efforts to prevent child abuse and neglect throughout Pennsylvania.

The Commissioners' meeting for November 21, 2023, has been rescheduled for November 28, 2023.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:30 a.m.

Sullivan County Commissioners:

Attest:

Donna Iannone, Chair

Hope Verelst, Chief Clerk

Brian Hoffman, Vice-Chair

Darlene Fenton, Commissioner