

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, Sheriff Bob Montgomery, Treasurer Katrina Wilkins, Planning Director Chris Roenning, Coroner Wendy Hastings, and Ben Showers from Stahl Sheaffer Engineering.

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

Commissioner Hoffman made a motion to approve the minutes of the December 13, 2022, Commissioners' Meeting. The motion was seconded by Commissioner Iannone and unanimously approved.

Chief Clerk Hope Verelst opened bids for the Hillgrove Bridge Running Boards Installation Project as follows:

|  | <b>Mobilization</b> | <b>Installation of Running Planks (Steel Plates &amp; Hardware Incidental)</b> | <b>Line Painting</b> | <b>Traffic Signage (Hardware Incidental)</b> | <b>TOTAL</b>       |
|--|---------------------|--|----------------------|--|--------------------|
| LTT Trucking, LLC<br>North Bend, PA              | \$5,015.00          | \$13,964.00  | \$361.00             | \$2,585.00                                   | <b>\$21,925.00</b> |
| JDI Site Solutions, LLC<br>Aspers, PA            | \$1,806.00          | \$15,218.00  | \$2,900.00           | \$4,000.00                                   | <b>\$23,924.00</b> |
| BT Adams, LLC<br>Factoryville, PA                | \$2,000.00          | \$18,680.00  | \$300.00             | \$4,000.00                                   | <b>\$24,980.00</b> |
| Lycoming Supply, Inc.<br>Williamsport, PA        | \$847.00            | \$24,669.00  | \$1,650.00           | \$6,296.00                                   | <b>\$33,462.00</b> |
| Mar-Allen Concrete Products, Inc.<br>Ephrata, PA | \$3,240.00          | \$36,310.00  | \$1,720.00           | \$5,990.00                                   | <b>\$47,260.00</b> |
| Maverick Construction, LLC<br>Grasonville, MD    | \$4,500.00          | \$39,580.00  | \$500.00             | \$5,000.00                                   | <b>\$49,580.00</b> |
| Minichi, Inc.<br>Dupont, PA                      | \$8,500.00          | \$69,500.00  | \$500.00             | \$2,500.00                                   | <b>\$81,000.00</b> |

Commissioner Hoffman made a motion to approve the encumbrance of \$36,408.00 of liquid fuels monies to be used for running board installation and repairs to the Hillsgrove Covered Bridge. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to approve the 2023 Sullivan County Budget of \$6,386,541.75. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone noted no tax increase is reflected in the budget, and Commissioner Hoffman thanked Commissioner Iannone for taking the lead on budget preparation.

Commissioner Iannone made a motion to approve the 2023 Sullivan County tax millage unchanged at 4.3 mills. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to approve a subrecipient agreement between Sullivan County and Hunters sharing the Harvest in the amount of \$2,975 from ARPA Funds. This amount covers Sullivan County meat processor reimbursement fees for 35 donated deer during the 2021 - 2022 hunting season. Local processing of donated deer produced 1,382 pounds of venison, representing more than 7,000 servings of venison, to combat food insecurity in Sullivan County. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone noted the community is thankful for this program.

Commissioner Hoffman made a motion to approve an amendment to the Sullivan County Group Health Plan Agreement with Pennsylvania Counties Health Insurance Purchasing Cooperative (PCHIP) effective July 1, 2020, specifying employee coverage is to begin on the first day all eligibility requirements are met. The motion was seconded by Commissioner Iannone and unanimously approved. Commissioner Hoffman noted this is a housekeeping item with no change to current benefit policies.

Commissioner Hoffman made a motion to approve an agreement between Sullivan County and Medical Priority Consultants, Inc., dba Priority Dispatch Corp., for the purchase of Emergency Fire Dispatch software and protocols for 911 in the amount of \$1,992.04. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Iannone made a motion to approve the 2022 Sullivan County Room Tax Distribution in the amount of \$24,768.20 as presented and recommended by the Room Tax Committee. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone noted there were over \$55,000.00 in requests and the county borrowed \$302.42 of the 2023 room tax allocation to complete this year's grants.

Commissioner Hoffman made a motion to appoint Commissioner Donna Iannone to the Sullivan County Room Tax Committee for a one-year term ending December 31, 2023. The motion was seconded by Commissioner Fenton and approved 2 – 0 with Commissioner Iannone abstaining due to a conflict of interest.

Commissioner Iannone made a motion to re-appoint Jackie Batton, Tina Richlin, and Mary Blondy to the Sullivan County Room Tax Committee for three-year terms ending December 31, 2025. The motion was seconded by Commissioner Hoffman and unanimously approved. The Commissioners appreciate these members' contributions to these board.

Commissioner Hoffman made a motion to appoint Larry Hatton to the BeST Transit Board for a three-year term ending December 31, 2025. The motion was seconded by Commissioner Iannone and unanimously approved. Commissioner Hoffman noted the transportation authority has handled some serious issues, and Larry has been a valuable member of the board.

Commissioner Iannone made a motion to appoint Commissioner Brian Hoffman to the BeST Transit Board for a one-year term ending December 31, 2023. The motion was seconded by Commissioner Fenton and approved 2 – 0 with Commissioner Hoffman abstaining due to a conflict of interest. Commissioners Fenton and Iannone thanked Commissioner Hoffman for his representation on this board.

Commissioner Iannone made a motion to re-appoint Tammy Finan, Robert Guglielmi, Laura Cimino, and Jim Lambert to the Sullivan County Planning Commission for a 4-year term beginning January 1, 2023, through December 31, 2026. The motion was seconded by Commissioner Fenton and unanimously approved with Commissioner Hoffman abstaining from the vote on Tammy Finan due to a conflict of interest. Planning Director Chris Roenning noted he appreciates the time all Planning Commission members volunteer.

Commissioner Iannone made a motion to appoint, upon recommendation of Sullivan County Children & Youth Advisory Board and Sullivan County Children & Youth, David Melan to the Children & Youth Advisory Board to complete the term of a resigning member effective December 6, 2022, through December 31, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Iannone made a motion to appoint, upon recommendation of Sullivan County Children & Youth Advisory Board and Sullivan County Children & Youth, Melanie Lambert to the Children & Youth Advisory Board to complete the term of a resigning member effective December 7, 2022, through December 31, 2024. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve the change of status of Dan Strailey, Deputy Sheriff II, from part time to full time, with benefits, in accordance with the Sullivan County Personnel Policy effective January 1, 2023. The motion was seconded by Commissioner Iannone and unanimously approved. Sheriff Montgomery noted he is glad to have Dan back.

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

#### INFORMATION

Commissioners approved and paid current invoices in the amount of \$94,007.47

Commissioners reviewed and signed the FY 2021-2022 Sullivan County Human Services Block Grant Income and Expenditures Report.

Sheriff Montgomery wished everyone a safe holiday.

Commissioner Hoffman shared the following: "This is our final public meeting of the year and closes another small chapter in our county's 175 years. Another sub story to a much larger story of people, citizens, and families. Through collaboration, hard work, and a few civil disagreements we've taken more forward steps in creating an environment in which our citizens can reach their full potential."

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:20 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