

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, and Prothonotary Kellie Carpenter.

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

Commissioner Hoffman made a motion to approve the minutes of the February 28, 2023, Commissioner meeting. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion, seconded by Commissioner Fenton, to table a proclamation recognizing March 12 – 18, 2023, as Pennsylvania 4-H Week due to a weather-related school closure. The motion was rescinded by both parties following discussion about having students read the proclamation at the March 28 meeting. Commissioner Hoffman made a motion to approve a proclamation recognizing March 12 – 18, 2023, as Pennsylvania 4-H Week. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve an amendment to the subrecipient agreement signed May 10, 2022, extending the termination date from December 31, 2022, to December 31, 2023, between Sullivan County and Dushore Borough to provide Coronavirus Local Fiscal Recovery Funds for the purpose of making improvements to the Dushore Park. The motion was seconded by Commissioner Iannone and unanimously approved.

Commissioner Fenton made a motion to approve a purchase of service contract between Sullivan County and Henry Laboranti, LMSW CTP – Laboranti Counseling & Mediation, LLC, effective March 9, 2023, through June 30, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Bradford and Sullivan County Joinder, on behalf of the Bradford County Human Services Agency, and Concern Professional Services effective January 1, 2023 through June 30, 2023. The motion was seconded by Commissioner Hoffman 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, and Northern Tier Counseling effective January 1, 2023, through June 30, 2023. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to acknowledge the hiring of Jessica Wilson as Certified Assistant II, 2nd Deputy Prothonotary effective March 15, 2023. This is a part-time position with no benefits not to exceed 999 hours per year. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to accept the resignation of Kassandra Houseknecht, Administrative Clerk III / Office Manager in the Sheriff's Office, effective March 16, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a Conference/Workshop/Travel request from all three Commissioners at a total cost to the county of \$2,470.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve a Conference/Workshop/Travel request from the Chief Clerk at a total cost to the county of \$610.00. The motion was seconded by Commissioner Fenton and unanimously approved.

Treasurer Wilkins presented her February 2023 report.

Prothonotary Kellie Carpenter was available to answer any questions related to her February 2023 report.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$152,713.91.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:14 a.m.

Sullivan County Commissioners:

Attest:

Donna Iannone, Chair

Hope Verelst, Chief Clerk

Brian Hoffman, Vice-Chair

Darlene Fenton, Commissioner