

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, Krystle Kowalczyk and John Shorter from Probation, and Cain Chamberlin from Endless Mountains Heritage Region.

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

Commissioner Fenton made a motion to approve the minutes of the September 12, 2023, Commissioner meeting. The motion was seconded by Commissioner Hoffman and unanimously approved.

The Chief Clerk opened sealed bids received for 2023/2024 Snow Removal as follows:

CONTRACTOR			
Saxe Excavating, Dushore, PA 18614			
	PLOW	CINDER	SHOVEL
Ag Center	\$120.00	\$90.00	\$25.00
Department of Emergency Services	\$100.00	\$80.00	\$25.00
Library	\$30.00	\$25.00	\$20.00
Mattern Building	\$75.00	\$50.00	\$45.00

Commissioner Hoffman made a motion to acknowledge the Proclamation made by Governor Shapiro recognizing Juvenile Justice Week October 1 – 7, 2023. The motion was seconded by Commissioner Fenton and, after being ready by Probation Supervisor Krystle Kowalczyk, unanimously approved.

The meeting was recessed at 10:05 a.m. for pictures and resumed at 10:07 a.m.

Commissioner Hoffman made a motion to approve the FY 2023-2024 Human Services Block Grant Plan for Sullivan County programs including human services development fund and homeless assistance program. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a professional service agreement between Sullivan County Commissioners and Creative Child Care Solutions / The Pennsylvania Key / Berks County Intermediate Unit effective October 1, 2023, through June 30, 2024, for consultation and analysis related to childcare needs in Sullivan County. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a 24-month lease for 3120 sq. ft. of space at the Mattern Building between Wojanis Supply Company, Inc., and the County of Sullivan, at a rate of \$606.00 per month effective December 1, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an addendum to the lease dated April 26, 2022, between the County of Sullivan and North Mountain Supply amending the “Utilities” section related to snow removal effective September 26, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve an agreement between Redeemer Bible Church and the County of Sullivan for use of the church as the Dushore Borough polling location which was approved by the Board of Elections August 29, 2023. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Hoffman made a motion to approve a 12-month service agreement (with the option of 3 additional 12-month terms) and a memorandum of understanding between Info-Matrix Corporation and Sullivan County Children & Youth Services on behalf of Sullivan County for the adoption of Automated Children & Youth Solutions (ACYS) data and case management software, data migration, training, and support at an estimated start-up cost of \$90,990.00 and annual fee of \$28,800.00. The motion was seconded by Commissioner Fenton and unanimously approved. This system is one of only a few state-approved systems.

Commissioner Hoffman made a motion to approve the 2023 certification form related to distribution of Opioid Settlement Funds. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Hoffman made a motion to approve FY 2022-2023 Fourth Quarter expenditures for Children & Youth. The motion was seconded by Commissioner Fenton and unanimously approved.

Commissioner Fenton made a motion to approve a donation to Sullivan County Youth Basketball in the amount of \$2,000.00 from Act 13 Legacy Funds toward the 2023-24 season. The motion was seconded by Commissioner Hoffman and unanimously approved. Commissioner Iannone expressed the board is happy to support youth sports.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from Domestic Relations at a cost of \$1,056.92 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve a Conference/Workshop/Travel request from IT at a cost of \$35.00 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

Commissioner Fenton made a motion to approve two Conference/Workshop/Travel requests from Children & Youth a total cost of \$871.00 to the county. The motion was seconded by Commissioner Hoffman and unanimously approved.

PUBLIC INFORMATION

Cain Chamberlin from the Endless Mountains Heritage Region thanked the Commissioners for their continued support and gave an update on upcoming programs/activities. The North Branch of the Susquehanna was named “River of the Year” this year, and the Heritage Region would like to nominate the Loyalsock Trail for “Trail of the Year” for 2024. To show the correlation between outdoor recreation and economic development, several small business hikes will be scheduled. They have applied for a room tax grant to fund a web content project to highlight Sullivan County locations and plan to hold the annual meeting in Sullivan County in 2024. Cain thanked Commissioner Iannone for great her support, especially related to the Endless Mountains Gravel Bike Loop, as she nears the end of her second term in office.

INFORMATION

Commissioners approved and paid current invoices in the amount of \$206,776.04.

Commissioners signed a change order with AR Popple Tkg & Exc, LLC in the amount of \$5,147.10 for additional rock needed due to weather and ground conditions at the communications tower for site clearing.

Commissioner Iannone shared that Susquehanna County has officially left the Endless Mountains Visitors’ Bureau. She also shared that the “Grinduro” bike race will return to Elk Creek Escape the first week in June 2024.

There being no additional business to discuss, Commissioner Fenton made a motion to adjourn the meeting at 10:19 a.m.

Sullivan County Commissioners:

Attest:

Donna Iannone, Chair

Hope Verelst, Chief Clerk

Brian Hoffman, Vice-Chair

Darlene Fenton, Commissioner