

The regular weekly meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioners meeting room with the following being present: Commissioners Sather, Walls and Thomas; Chief Clerk, Michelle Barnett; Solicitor, Peter McManamon; EMA Director, Joe Thompson; Director of Court Appointed Counsel, Fred Gutshall; Interim CYS Administrator, Nicole Letugey; CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Riling; Director of Probation, Len Hahn; Community Development Grant Administrator, Melody Mason; Treasurer, Susan Harry, Kylie Hawn, Daily News Reporter and visitor Nancy MacNamara.

The meeting was called to order at 9:30 a.m. by Commissioner Sather, followed in prayer led by Commissioner Walls and the Pledge of Allegiance to the flag led by Commissioner Thomas.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the minutes of the August 28, 2018 Public meeting.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the payment of bills.

There was one addition to the agenda.

There were no announcements.

During the public comment period, Nancy MacNamara asked if the Commissioners plan to apply veterans' preference when you make a selection for the Veterans Director. Commissioner Sather replied that we are in the process of hiring a veteran now, and from what I am told, only on Civil Service must you make a distinction. This is not a civil service position. Commissioner Thomas commented that we sent out a letter to every Veterans Association in Huntingdon County, a letter to all VFW and American Legions and the Huntingdon County Veterans Association, letting them know even before it hit the paper if they have anyone that wanted to apply. Commissioner Walls commented that we are working very closely with the Veterans Association to find the right candidate. Commissioner Sather stated that the interview process will be beginning.

There were no matters addressed by the Solicitor.

EMA Director, Joe Thompson was first on the agenda to request approval of a Professional Service Agreement with MCM Consulting Group. The agreement is for MCM to assist EMA in a hazardous material tabletop exercise. The cost of services is \$4,500 and will be paid from the Hazardous Material Emergency Planning (HMEP). It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the agreement with MCM Consulting Group. Joe also announced that the EMA office has been working with Cromwell Township and Huntingdon Borough and thanks to the efforts of those local officials and PEMA, they have made the list to be considered for public property and infrastructure reimbursement or grant funding due to the Governor signing a declaration of disaster. The property damage currently reported from the July storm is reaching \$350,000. Joe also announced the LEPC Summit event to be held in Mount Union on August 14, 2018 and anyone is welcome.

Director of Court Appointed Counsel, Fred Gutshall requested approval for Assistant Public Defender, Amy Stoak and himself to attend the PBA Avoiding Legal Malpractice Seminar October 2, 2018 in Huntingdon at the Fairfield Inn. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve attendance to the seminar at a cost of \$30.00 each.

Brian Wisner from Keller Engineers presented a proposal for consideration. The proposal is for services of debris removal at Runk's Bridge, bridge #9. A large buildup of debris has been reported. A DEP general permit has already been issued for this structure since the bridge was previously rehabilitated in 2012. Brian explained that the project is anticipated to be less than \$20,000 therefore a quote process can be used instead of a bid process. No prevailing wage will be required since the project would be less than \$25,000. Liquid Fuels will be used to fund the project. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Sather, yes; Thomas, yes) to approve the proposal as presented.

Interim CYS Administrator, Nicole Leturgey requested acceptance of Emily Dixon's resignation, as CYS Caseworker. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to accept Emily's resignation effective September 14, 2018.

Probation Director Len Hahn requested to be added to the agenda to request approval to hire two Probation Officers. Len requested to hire Kate Hughes to fill a vacant Adult Probation Officer position. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve hiring Kate Hughes effective September 10, 2018. Len also requested to hire Robert Leeman as a Probation Officer to fill an upcoming vacancy once someone is promoted from within to fill Carol Braceland's position as Deputy Director of Probation. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve hiring Robert Leeman effective October 15, 2018.

CYS Fiscal Supervisor, Claudia Conrad and CYS Fiscal Tech, Chris Riling presented various service agreements at the August 28th meeting that were tabled pending further review. Following further review it was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve a Consulting Services Agreement Addendum with CAPS. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve a HIPPA Business Associate Agreement Addendum with AVANCO. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to approve a Provider Agreement with Child Accounting and Profile System Application Service with AVANCO. One additional Purchase of Service Agreement with Raystown Developmental Services was presented for consideration. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the Purchase of Service Agreement with Raystown Developmental Services (RDS).

The last item on the agenda was opening of the fuel bids. Two bids were received, Bumgardner and Flasher provided a variable rate bid of \$.15 per gallon above rack price on the day of delivery. K.L. Lamberson provided a bid of \$.12 per gallon off the going price of the day of delivery. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to table awarding the fuel bid pending clarification of the bid from K.L.Lamberson to determine if the \$.12 is a discount off the daily per gallon rate or a \$.12 per gallon over rack pricing.

There were 0 Veteran Burial allowances.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 10:22 a.m.

Minutes prepared by Michelle Barnett, Chief Clerk.

Respectfully Submitted,

Jeffrey Thomas, Secretary