

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 Cerett; Solicitor, Peter McManamon; Keller Engineers Rep, Brian Wisser; Register and Recorder, Virginia Cooper; Planning Director, Mark Colussy; Planner I, Iona Conner; CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Riling; Daily News reporter, Kylie Hawn; and Visitor, Jim Cassatt.

The meeting was called to order at 9:30 a.m. by Commissioner Sather followed by 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 November 29th, 2016 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 the bills.

There were no additions to the agenda but one item will be tabled. John Cirko was to receive his PEMA Certification today but the PEMA Representative was unable to make the meeting. Commissioner Walls announced that the issuance of Veteran ID Cards has gone well. Jinny Cooper stated they issued over 180 ID cards last week and recorded 68 new DD214's. Commissioner Thomas informed Jinny that she will be receiving two additional Letters of Support for her grant application, which was discussed last week. Commissioner Sather provided a correction to an article that was in the Daily News after last week's meeting. It was reported that the Bond underwriter was to look at the layout of the 911 dispatch center for feasibility. It should have stated Janney, Montgomery, Scott, Inc. was approved as the Bond underwriter for the potential structuring of finances for the County wide 911 radio communications systems.

There were no public comments or matters addressed by the Solicitor today.

First on the agenda today was the presentation of the proposed 2017 budget. Commissioner Sather reported that the budget includes an increase of 1.41 mils for the General fund, and special mils of .97 for the 911 radio communication system and .41 for re-structuring of the Bailey building debt. He also announced that a public meeting will be held on December 13th at 11:00 a.m. to receive comments on the budget. The budget will be considered for adoption at the regular meeting to be held December 27th.

Brian Wisser, Keller Engineers was present today with several items. First was a recommendation for final payment to Gordon Delozier for the repairs to bridge #9, which is known as Runks Bridge. Brian stated the work was completed in two days and he provided photos to the Commissioners showing the repairs. After discussion, it was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve final payment to Gordon Delozier in the amount of \$35,861.00.

Brian provided information on two projects that will be coming up on bridge #4, which is known as Matthews Bridge and bridge #12, which is known as New Fording Bridge. He stated that both bridges are on the structurally deficient list. After review of the repairs to be done, Brian recommended un-encumbering \$350,000.00 of liquid fuels money that was to be used for bridge #13, known as Neff Mills Bridge and encumbering it towards Bridges #4 and #12. Bridge #13 qualified for Act 13 funding so liquid fuels money will not be needed. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to un-encumber the \$350,000.00 of liquid fuels funding as requested. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to encumber \$350,000.00 of liquid fuels funds to be used for Bridge #4 and Bridge #12 as requested. Brian stated that encumbering the money towards those two bridges will allow them to be eligible for TIP funding.

Claudia Conrad and Chris Riling were present today with six Purchase of Service contracts. 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 Attorney Barbara Topinka for a period of July 1, 2016 through June 30, 2017. Claudia stated this is a new contract and the rate is \$80.00 per hour.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the purchase of service agreement with McCloskey Counseling Center for a period of July 1, 2016 through June 30, 2017.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the purchase of service agreement with McCloskey Counseling Center – Project Compass for a period of July 1, 2016 through June 30, 2017. Jim Cassatt questioned the size of McCloskey Counseling Center. Claudia stated they have various sites and provide a wide variety of services for Children.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the purchase of service agreement with Professional Family Care Center for a period of July 1, 2016 through June 30, 2017.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the purchase of service agreement with Pressley Ridge of Altoona for a period of July 1,

2015 through June 30, 2016. Claudia stated this is a new contract for Foster Care Services and that there is one more contract to be signed for the 15/16 Fiscal year.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the purchase of service agreement with Project Starphish, Inc. for a period of July 1, 2016 through June 30, 2017.

Mark Colussy presented a Waiver of Liens with WSL, Inc. for the Courthouse restroom project. He stated the waiver prevents WSL, Inc. from placing a lien on the Courthouse property. Jim Cassatt questioned why this wasn't done before the project was started. Solicitor McManamon agreed that it should have been done prior to the start of the project. Mark Colussy agreed but stated that the project is not completed and no payment has been made yet. Following discussion, it was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the Waiver of Liens as presented.

Mark Colussy and Iona Conner presented two items related to the HOME project. Mark stated that DK Home Improvements was originally selected to do the testing for lead, asbestos, mold and radon but he recently found out that they are not able to do the radon testing. Therefore, Mark is requesting the Commissioners rescind their notice of intent to award the contract to DK Home Inspections and issue a notice of intent to award to Michael Baker, International. Following discussion, it was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to rescind the notice of intent to award for DK Home Inspections for the work related to the HOME project. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to issue a notice of intent to award to Michael Baker, International for the home inspections for the HOME Project. Lastly, Mark requested approval of the contract for Gelsick Home Inspections to do the final inspections on the properties once the project is completed. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the agreement with Gelsick Home Inspections as requested. Jim Cassatt asked for specifics on the administrative costs of the grant, which Mark did not have readily available. The Commissioners asked that Mark compile the numbers for the next meeting.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to appoint Eckert Seaman's of Harrisburg, PA as Bond Council for the funding of the 911 system upgrade.

There was discussion regarding the next step in the Bond process. Commissioner Sather suggested tabling the issuance of a Notice to Proceed with the issuance of the bonds until next week's meeting so the process can be clarified. Commissioner Thomas stated he feels a Resolution must be passed authorizing Eckert Seaman's to proceed. Following discussion, it was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes) to table the issuance of the notice to proceed with bonds until the next meeting so the Resolution can be prepared.

Next for consideration were two contracts with RBA Professional Data Services for IT services for the County and the 911 center. The first contract is for services provided to the County IT system. Commissioner Sather noted that the contract provides RBA with additional time than the current contract, which he feels is needed since RBA will also begin supporting the County jail and the satellite MDJ offices. The cost of the contract is \$11,579 per month effective January 1, 2017 through December 31, 2018. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the contract as presented. The second contract is for support services for the 911 Center at a cost of \$2,350.00 per month and also runs from January 1, 2017 through December 31, 2018. Commissioner Thomas noted that this contract will be paid with 911 funds. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the contract as presented.

The last agenda item today was the resignation of Sarah Snare, Deputy Register and Recorder. It was moved by Commissioner Thomas with regret, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to accept the resignation of Sarah Snare effective December 16th, 2016.

There were five Veteran Burial Allowances for approval today.

There being no further business, it was moved by Commissioner Thomas to adjourn the meeting at 10:58 a.m. Minutes prepared by Michelle Cerett, Chief Clerk.

Respectfully Submitted,

Jeffrey Thomas, Secretary