

The regular meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioner's Office with the following present via GoToMeeting: Commissioners Sather, Walls and Thomas; Chief Clerk, Heather Fellman; Solicitor, Peter McManamon; CYS Director, Shannon Walborn; CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Dixon; Public Defender, Fred Gutshall; Sheriff, Jeff Leonard; EMA Director, Joe Thompson; Treasurer, Susan Harry; Ed Zack from Susquehanna Accounting and Consulting and Daily News Reporter Kylie Hawn.

The meeting was called to order at 9:30 a.m. by Commissioner Sather. Heather Fellman conducted roll call of all call-in participants and discussed policies and procedures for public comment during the meeting. All participants will be muted for the duration of the meeting except during public comment periods. During public comment periods, participants will be unmuted individually to ensure that everyone is heard. Prayer was led by Commissioner Thomas and the Pledge of Allegiance to the flag was led by Commissioner Sather.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the minutes of the December 8th 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 were no additions to the agenda.

Under announcements, Commissioner Walls commented that there are recycling bins across the county. If these bins are full, please wait to drop your items until an empty one becomes available. In the recent couple of weeks there has been a lot of trash piled outside at several locations. Whenever it gets wet it becomes trash and the county has to pay to have it removed. Be courteous and do not set anything outside the bins. Commissioner Thomas commented that residents should wear masks, social distance, and follow the CDC guidelines. The vaccination is out there, but make no mistake about it, the hospitals and intensive care units are filling up. He further reminded the County residents that there should be two new internet providers in the county. Some of the areas are up and running now. You can go to the Rural Broadband Cooperative website or the Upward Broadband website to find out more information. Hopefully this will help a lot of people in the county. Commissioner Sather commented that we should keep individuals in long-term care facilities in our prayers as they await the vaccine. This is a trying time and should be a joyous time with the Christmas season.

Under public comments, Susan Harry, County Treasurer, commented that the Treasurer's Office has received all of the items needed to get the dog licenses and tags out to outlets for distribution. You can now go to one of these outlets to get your dog license and tag or you may call the Treasurer's Office and make an appointment. You can also mail in the application

There were no items to be addressed by the solicitor. Commissioner Sather asked if the TAN letters have gone out to the banks that submitted bids. Solicitor McManamon responded that they have not gone out yet. A letter went to the Commissioners recommending that they accept one of the bids. Commissioner Sather responded that at the previous meeting the Commissioners had taken action to approve the low bidder. He asked if an award letter has gone out yet. Solicitor McManamon will check into that.

Under new business, Ed Zack from Susquehanna Accounting and Consulting announced the completion of the transition from cash-based accounting to modified accrual. He noted that this is one of the big projects that the current Board of Commissioners wanted to accomplish and it has been completed. Now that we are operating under the general accounting accepted principles we have a true picture of the county finances, especially for auditing purposes. Also included in the audit, which was part of the transition, was to create a fixed asset ledger.

Now in the audit the Commissioners will have a true picture of all the assets that the county owns and what has depreciated. This was a big accomplishment for the county. It was a big project that the Commissioners really wanted to get done, recognizing also that the State could stop funding if this move was not eventually made. Now the Commissioners are equipped to make the best financial decisions for the County. Commissioner Sather commented that at one point Huntingdon County was one of only three counties of the 67 in Pennsylvania that had not completed this transition. Notifications from DCED and other state agencies have been urging this transition. Commissioner Sather expressed his thanks to Mr. Zack for helping to make this transition happen. Commissioner Thomas commented that it will be refreshing to be able to report to the state that this process is done. Commissioner Walls thanked Mr. Zack and Susquehanna Accounting. This was quite a process to get this done. A lot of hours went into this. Thanks to all of the departments and employees who helped get this done as well. Since 2008 the state has been telling us that if we did not make this update they could stop our funding. I am glad this board teamed together to get this done. It will give us a better picture of where we stand financially. Mr. Zack offered his thanks to the county employees that helped. We need their cooperation to complete this process. Thank you also to the Commissioners for allowing us to be a part of it.

An open discussion on the 2021 Proposed County Budget was held. Kylie Hawn, Daily News Reported, commented that there is a one penny discrepancy between the proposed funding and expenses. Mr. Zack commented that there was most likely a rounding issue in one of the columns that caused it to be a penny off. Commissioner Thomas commented that he feels confident that this is a good budget. That was one of the reasons that Susquehanna was hired, aside from switching our accounting system, is to help with the budget. This is a big lift in the county. A firm like Susquehanna can help us find extra money that the Commissioners might miss. Commissioner Sather commented that the Commissioners will take action to approve the budget at the regularly scheduled Commissioner's Meeting on December 22nd.

Fred Gutshall, Public Defender, requested consideration of approval to hire Margaret Nollau for the position of full-time Assistant Public Defender effective December 21st at a rate of \$50,000. Commissioner Sather commented that he is looking forward to having this position filled. He thanked Mr. Gutshall for his hard work during the extended period where his office was functioning without an Assistant Public Defender. Mr. Gutshall commented that he is very happy to be having an assistant that will come on full time. This is someone that we know. She has been in Huntingdon County for a while. He expressed that he is very happy to be working with her and he thanked the Commissioners for hiring her. Commissioner Walls commented that this is an open position that is being filled. It is not a new position that is being created. Filling this position is needed Thank you to Mr. Gutshall for finding someone. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Shannon Walborn, CYS Director, requested consideration of approval to hire Autumn Lothes for a full-time Social Service Aide I position effective December 28th. This position will support the new foster care department and allows the agency to perform some visitation in house as opposed to contracting that service out. She has passed all of her background screenings by both the state and the county. She also meets all of the requirements of civil service as well. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Chris Dixon, CYS Fiscal Tech, requested consideration of approval for an addendum to the 2021 contract for Evolution Counseling. This is for services not included in the original contract. This would be for the contract year July 1, 2020 through June 30, 2021. Commissioner Walls asked what the allies service is. Ms. Walborn commented that this is a group therapy session for youth that are struggling with identity or direction in life. It includes art and music therapy activities. Commissioner Sather asked if the rate that we are seeing of \$52.67 per hour is the state-approved rate. Claudia Conrad, Fiscal Supervisor, responded that in home services do not have state approval for rates. We only have state approval for rates related to placement services. For these services, we look at rates for similar services to make sure that we are getting a good rate. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, no; Thomas, yes; Sather, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with George Jr. Republic. This is a residential, boys-only facility. This contract is for July 1, 2020 through June 30, 2021 at the state-approved rates and is a renewal from last year. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with LifeSpan Family Services to provide foster care services. This is a renewal from last year at the state-approved rates for contract year July 1, 2020 through June 30, 2021. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Joe Thompson, EMA Director, requested consideration of approval for ratification of the US Department of Homeland Security 2020 State Homeland Security Grant Program Agreement. This is a grant that is awarded annually through the US Department of Homeland Security to PEMA. This funding is used to sustain and continue operations of our regional taskforce. This money does not come directly to Huntingdon County. It is administered by the executive board of the taskforce. Huntingdon County has benefitted from this funding in the past through the regional taskforce through stop the bleed, water rescue, and active shooter training. It has also been used to purchase some equipment, primarily water rescue equipment. The amount of the grant is \$505,540 for fiscal year 2020. Commissioner Sather commented that on the second page of the agreement it lists the contract dates as September 1, 2020 through August 31, 2023. Is this renewed annually? Mr. Thompson responded that this is a grant that has a period of performance of three years but the funding is broken down on a year-to-year basis. Each year has a separate agreement. Commissioner Sather commented that he appreciates what Mr. Thompson does for Huntingdon County. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Jeff Leonard, Sheriff, requested consideration of approval to ratify the Raystown Lake Law Enforcement contract beginning January 1, 2021 through December 31, 2021. We get this every year and it does not commit us to work the lake, but it provides the option for us to provide law enforcement services to Raystown Lake for 2021. This funding is all reimbursed to the County, so it does not come out of County funds. The amount of the contract for 2021 is \$26,266.50. The commissioners expressed their thanks to Sheriff Leonard for his contributions to the county. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Consideration of Approval was given for the UC Trust Participation Agreement. UC Trust provides unemployment compensation coverage. This is an update in the participation agreement outlining what UC Trust does for us and what our requirements are. UC Trust pays all operational administration costs for the fund, they pay unemployment claims, provide protections so that the only contribution required of UC Trust members are for each year's claims. We are billed annually for participation by the number that we have off. We have dividends like in past years. If we have excess funds in our pool of money, the board of directors will decide whether to give dividends. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

There were no Matters for Action, Information, and Discussion.

There were 7 Veteran's Burial Allowances.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 10:25 a.m.

Minutes prepared by Heather Fellman, Deputy Chief Clerk.

Respectfully Submitted,

Jeffrey Thomas, Secretary