

The regular meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioners Office with the following present: Commissioners Sather, Walls and Thomas; Chief Clerk, Heather Fellman; Solicitor, Peter McManamon; Deputy Chief Clerk, Tracey Rhodes; Planning Director, Jim Lettiere; Community Development Administrator, Stacia-Fe Gillen; 911 Director, Chris Stevens and visitors, Wendy Melius from the Center for Community Action and Dean Fluke. Due to the COVID-19 outbreak, the following individuals were present via GoToMeeting: CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Riling; Domestic Relations Director, Kathy Richards and News Reporter, Kylie Hawn.

The meeting was called to order at 9:30 a.m. by Commissioner Sather. Chief Clerk 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 Sather and the Pledge of Allegiance to the flag was led by Commissioner Walls.

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 11<sup>th</sup> 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: consideration of approval for a broadband grant pending solicitor review. It was moved by Commissioner Walls, seconded by Commissioner Sather and carried (Thomas, no; Sather, yes; Walls, yes).

Under announcements, Commissioner Walls commented that small business grant applications are due by the end of the business day on Friday. The Commissioners encourage all businesses to apply whether you think you qualify or not. Commissioner Sather added that this week ends the initial point for funding requests. If anyone has questions, they can check the County website for more information or call our office. Commissioner Thomas reminded residents that this year is a census year. The deadline to participate has been moved up from October 31, 2020 to September 30, 2020. It is important that all residents participate. For each person that opts out of the census \$2,000 in funding for the area is lost every year. You can complete the census online, via telephone, or using a paper form.

Under Public Comments, Dean Fluke asked when the Commissioners approved the bills for this week if they included bills for the last two weeks since there was no meeting on the 18<sup>th</sup>. Commissioner Sather noted that this would be for all outstanding bills. Mr. Fluke further inquired if there were any bills that are being paid as a result of the purchase of service agreements that CYS has presented over the last couple of months. Commissioner Thomas answered yes. Mr. Fluke asked who pays the bills and who signs the checks. Commissioner Thomas noted that he has answered this questions from Mr. Fluke at four meetings in a row and it will not be answered again. Commissioner Walls commented that it is the same process, to his knowledge, that was in place for the 12 years that Mr. Fluke served as a commissioner. Commissioner Sather reminded Mr. Fluke that the County Code, as approved by the legislature, gives the power of fiscal authority to the County Board of Commissioners. The Board of

Commissioners, working with their fiscal office, verifies the purchases and submits those to the County Treasurer for signing.

There were no items to be addressed by the solicitor.

Under new business, Kathy Richards, Domestic Relations Director, requested consideration of approval for the Title IV-D Cooperative Agreement. This agreement has been signed off on by Judge Zanic. This is an agreement between the County and State regarding how the Domestic Relations Office is to be run so that the County can be reimbursed. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Chris Riling, CYS Fiscal Tech, requested consideration of approval for a purchase of service agreement with Avanco International for version 16 upgrades for the Child Accounting and Profiling System (CAPS). This upgrade is mandatory and partially funded through the IT grant. The cost of the upgrade is split between 56 counties. The cost for Huntingdon County will be \$3,187. Typically this cost is covered between 75% and 85% by the IT grant. This agreement is effective August 1, 2020. Dean Fluke asked why the range for reimbursement exists. Claudia Conrad, CYS Fiscal Supervisor, responded that 80% coverage is typical. Coverage amount is based on a formula and what children are in care at the time. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Chris Riling requested consideration of approval for a purchase of service agreement with Families United Network. This is a contract for services on an as-needed basis at the state-approved rate and it is a renewal from last year for July 1, 2020 through June 30, 2021. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Chris Riling requested consideration of approval for a purchase of service agreement with the Youth Advocate Program for family reunification and preservation services as well as truancy services. This is a renewal from last year for July 1, 2020 through June 30, 2021. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Chris Riling requested consideration of approval for a purchase of service agreement with Keystone Adolescent Center, Inc. This is a renewal at the state-approved rates for the year July 1, 2020 through June 30, 2021. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Chris Riling requested consideration of approval for a purchase of service agreement with the Children's Advocacy Center of Centre County for forensic interviewing services. This is a renewal from last year for July 1, 2020 through June 30, 2021. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Chris Riling requested consideration of approval for a purchase of service agreement with Family Care Services for foster care services. This is a renewal at the state-approved rates for 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).

Chris Riling requested consideration of approval for a purchase of service agreement with Evolution Counseling Services, LLC. This is a renewal from last year for July 1, 2020 through June 30, 2021. It was

moved by Commissioner Thomas, seconded by Commissioner Sather and carried (Walls, no; Thomas, yes; Sather, yes).

Chris Riling requested consideration of approval for a transportation contract with Huntingdon Area School District. This is a mandated contract under the Every Child Succeeds Act. It is a renewal from last year for July 1, 2020 through June 30, 2021. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Stacia-Fe Gillen, Community Development Administrator, requested consideration of approval for Resolution 12-2020 for the CDBG Coronavirus Program to prevent, prepare for, and respond to the COVID-19 outbreak. Huntingdon Borough has accepted funds through this program. Smithfield Township has declined funding and those funds have been released back to the state. \$166,152 is the County's allocation for this program. For Huntingdon County and Huntingdon Borough this funding is to be used for housing assistance to include up to three months of fair market rent, utility assistance for up to three months, and access to broadband internet. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Stacia-Fe Gillen requested consideration of approval for Resolution 13-2020. This is a yearly resolution for participation in the CDBG Program and serves to increase transparency in accordance with state and federal guidelines. This resolution is for compliance with Section 504 of the Rehabilitation Act of 1973. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Stacia-Fe Gillen requested consideration of approval for Resolution 14-2020. This is a yearly resolution for participation in the CDBG Program and serves to increase transparency in accordance with state and federal guidelines. This resolution is for the Section 3 Plan. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Stacia-Fe Gillen requested consideration of approval for the correction of a clerical error on Resolution 13-2020. The Commissioner's Meeting is being held on August 25, 2020 rather than in 2019 as typed. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Stacia-Fe Gillen requested consideration of approval for Resolution 15-2020. This is a yearly resolution for participation in the CDBG Program and serves to increase transparency in accordance with state and federal guidelines. This resolution is a statement of goals for the CDBG program. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Jim Lettiere, Planning Director, requested consideration of approval to designate Act 13 award recipients. 9 applications were received. One from Mapleton Borough was rescinded. The Planning Commission recommended four projects for funding: the Bryant Park Development Project in Huntingdon Borough is recommended to receive \$10,000; the Mount Union Community Garden is recommended to receive \$9,000; Veteran's Memorial Park in Mapleton Borough is recommended to receive \$7,000 for playground improvements; Woodcock Valley Community Park is recommended to receive \$4,000 for park bench replacement. Dean Fluke asked if there is a county match for any of these projects. Commissioner Sather answered that there is no county match. This program is funded by the State through Legacy 13. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Jim Lettiere requested consideration of approval to fill the Planning Commission member vacancy. He recommends Lawrence Biemiller to be appointed. His term will expire in December 2020. The Planning Commission is still seeking representation for the following municipalities: Warrior's Mark, Franklin, Spruce Creek, Morris, West, Barree, Jackson and Miller. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Heather Fellman, Chief Clerk, requested consideration for the Board of Commissioners to recommend to the salary board that 2 part-time temporary positions be created for elections workers ahead of the 2020 Presidential Election. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Consideration of approval was given for the Pennsylvania Broadband Grant Program pending solicitor review. Commissioner Thomas clarified his position that he only voted not to add this item to the agenda because he had not had an opportunity to review it. He is in full support of broadband expansion in the county but needs an opportunity to review this program before feeling comfortable to vote on it. Commissioner Walls commented that this is an RFP and the Commissioners will review each proposal that comes in. Commissioner Sather commented that the Commissioners will be soliciting for the RFP after the solicitor has reviewed. Wendy Melius asked if the broadband study is available to the public. Commissioner Thomas commented that it will be soon but is not yet. It was moved by Commissioner Walls, seconded by Commissioner Sather and carried (Thomas, no; Sather, yes; Walls, yes).

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

There was one Veteran's Burial Allowances.

There being no further business, it was moved by Commissioner Thomas to adjourn the meeting at 10:41 a.m.

Minutes prepared by Heather N. Fellman, Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary