

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; Deputy Chief Clerk, Sarah Helton; Solicitor, Peter McManamon; CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Riling; EMA Director, John Cirko; Daily News reporter, Heath Himes; 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, abstain) to approve the minutes of the October 25, 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 2 additions to the agenda today: 2 Veteran Burial Allowances for approval and the resignation of Jared Donelson, Probation Officer.

Commissioner Sather announced that in recognition of Veteran's Day, the Veteran's Day Parade is Saturday, November 5.

There were no public comments or matters to be addressed by the solicitor.

Claudia Conrad and Chris Riling presented a Purchase of Service Agreement for consideration. Claudia explained that this was a new agreement for general counseling and bonding assessments for the agency. She has now opened up her own practice. It was moved by Commissioner Walls, seconded by Commissioner Thomas (Thomas, yes; Sather, yes; Walls, yes) to approve the Purchase of Service Agreement with Sarah Jefferson LCSW, for a period of July 1, 2016 through June 30, 2017. Commissioner Thomas questioned how long Ms. Jefferson has been in business. Claudia was unsure but explained that Ms. Jefferson provided services to Children and Youth when she was employed by another agency.

John Cirko presented a request to approve 2016 - 2017 Hazardous Materials Response Fund grant agreement. Mr. Cirko explained that the agreement is from July 1, 2016 through June 30, 2017. The monies from this grant are primarily used for training in the private and public sectors. The money covers costs associated with the facilities, general administrative, and operating costs. The funds for this grant are immediately available. It was moved by Commissioner Thomas, seconded by Commissioner Walls (Sather, yes; Walls, yes; Thomas, yes) to approve the 2016 - 2017 Hazardous Materials Response Fund grant agreement as presented in the amount of \$4553.

Next on the agenda was the consideration of a lease agreement with Mutual Benefit Group to rent office space intended for the Children and Youth agency. The monthly rent is \$4613 including all utilities but 80% is reimbursable. The total monthly rent, including utilities, that the county will be responsible for is \$922.60. The agreement is for a 10 year lease with an option to renew and the total available office space is 3024 square feet. It was moved by Commissioner Walls, seconded by Commissioner Thomas (Walls, yes; Thomas, yes; Sather, yes) to approve the lease agreement with Mutual Benefit Group. Jim Cassatt questioned why the empty space in the Bailey Building isn't being used for Children and Youth. Commissioner Sather explained that there is not adequate security or available communication structured in the Bailey Building to match the needs of C&Y. Mr. Cassatt asked why the County would consider leasing property when the Ballroom in the Bailey Building is empty. Commissioner Thomas explained that the Ballroom is not empty, it is utilized quite regularly. For several months a year it is a necessary space for elections activities and testing voting equipment. The rest of the year the Ballroom is used regularly for conferences, meetings and trainings. He also explained that there is no other unused office space in the Bailey Building.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, Yes; Sather, Yes; Walls, Yes;) to accept the resignation of Jared Donelson, Probation Officer, effective, October 28, 2016.

There were two Veteran Burial Allowances for approval today.

There being no further business, it was moved by Commissioner Thomas to adjourn the meeting at 9:53 a.m. Minutes prepared by Sarah Helton, Deputy Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary