

The regular meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioner's Meeting Room with the following present: Commissioners Sather and Walls; Solicitor, Larry Newton; Chief Clerk, Heather Fellman; Deputy Chief Clerk, Stacie Cutshall; Planning Director, Jim Lettiere; Community Development Administrator, Jen Bellis; Sheriff, Jeff Leonard; Lee Zeiger from CES Engineering and Daily News Reporter, Kylie Hawn.

Commissioner Thomas; EMA Director, Katie Unger; CYS Fiscal Officer, Cecelia St. Clair; CYS Fiscal Tech, Chris Dixon and guest, Bob Traxel attended via GoToMeeting.

The meeting was called to order at 9:30 a.m. by Commissioner Sather. 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 table approval of the November 15<sup>th</sup> meeting minutes.

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

There were two additions to the agenda. The first addition is consideration of approval for the resignation of Corrections Officer Kyle Houck-Myers. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes). The second is consideration of approval for a review of the Annex II HVAC bids. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Under announcements, Commissioner Thomas asked residents to get their COVID vaccines and to vaccinate their eligible children as well. Commissioner Sather asked that we pray for families of those serving our country.

There were no public comments.

Under matters to be addressed by the solicitor, Solicitor Larry Newton requested consideration of approval for Resolution 15-2022. The Legislature passed a law for real estate tax changes which requires the passage of a resolution from all taxing districts. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Solicitor Newton requested consideration of approval to advertise for TAN bids. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Under new business, Lee Zeiger from CES Engineering reviewed the HVAC bids. He recommended that all bids be rejected because they are over budget. All companies are busy now. He suggests rebidding in the spring. Materials costs are already coming down and we should be able to get a better price in the spring. He advises that we should re-bid in March with work to begin in May. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Consideration of approval was given to accept the resignation of Corrections Officer Kyle Houck-Myers effective December 2, 2022. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Jeff Leonard, Sheriff, requested consideration of approval to hire Kyle Houck-Myers for the position of full-time Deputy Sheriff effective December 5, 2022. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Jim Lettiere and Jen Bellis from the Planning Department requested consideration of approval for a notice to proceed for the Diven Park project. Work will begin in the spring with a May 2023 completion date. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for the Smithfield Township Levee Culver Rehabilitation Project notice to proceed. The work will begin within two weeks and be completed by December 31<sup>st</sup>. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for the county Language Access Plan required by DCED. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for revisions to the Housing Rehabilitation Guidelines. This will change the limitation on the amount of the grant or loan to a percentage of the market value of the property rather than a set dollar figure. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for the 2018 CDBG contract extension. There is one project within this contract – the town clock revitalization project – that is very specialized. The contract needs to be extended to ensure compliance. This will change the completion deadline from April 1, 2023 to May 24, 2024. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for the 2019 CDBG contract extension. This will extend the project completion date to May 24, 2024. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Jim Lettiere and Jen Bellis requested consideration of approval for the Huntingdon Borough Town Clock Revitalization Agreement with Balzer Family Clock Works. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Chris Dixon, CVS Fiscal Tech, requested consideration of approval for a purchase of service agreement with Professional Family Care Services. This agency provides foster care services. This is for contract year July 1, 2022 through June 30, 2023. These are state approved rates and this is a renewal from last year. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with The Children's Aid Home Program of Somerset County. This agency provides foster care and residential services. This is a new contract for fiscal year July 1, 2022 through June 30, 2023. These are state-approved rates. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with Lifespan Family Services of PA. This agency provides foster care services. This is for contract year July 1, 2022 through June 30, 2023. These are state-approved rates and this 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 Michael Kipphan, attorney. This is for solicitor/conflict counsel services for the agency. This is a new contract for July 1, 2022 through June 30, 2023 at the same rate as Solicitor Ghaner's contract. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Katie Unger presented an update on COVID-19. The number of county cases stands at 13,282. The State total is 2,753,194. We are in the medium level of community spread. SCI Smithfield has 13 inmates and zero staff members testing positive. SCI Huntingdon has no inmates or staff members testing positive. Hospitalizations are at 1,129. The incident rate is 68.7 for the County and 58.3 for the State. PCR is at 8.7% for the County and 9.2% for the State. There has been an increase in cases among residents and staff in long-term care facilities. These facilities are currently reporting positive cases in 39 residents and 17 staff members. 25,353 people have been vaccinated in Huntingdon County and 3,452 have received their booster. There was one additional death in the last week for a total of 268 since the beginning of the pandemic. There are new variants.

Under matters for action, Commissioner Sather announced that he will not be seeking reelection in 2023 but he will fulfill his current term in office. Commissioner Walls commented that he has the utmost respect for his colleague. This is one of the first boards in a long time that has cooperated so well and worked together to get so many things done. Commissioner Thomas commented that he looks forward to continuing to work with Commissioner Sather in the coming year. Commissioner Sather commented that this has been a very productive board and he has felt honored to serve as a part of it.

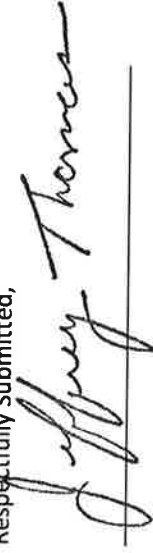
Commissioner Thomas announced that he was at the Fulton County Commissioners' Meeting this morning to try to wrap up the NTIA work. The Commissioners were on board with the last piece of the contract that we need to move forward with NTIA approval. They seemed pleased with the tower ownership agreement.

There were no Veteran's 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 Heather N. Fellman, Chief Clerk.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jeffrey Thomas". The signature is written in black ink and is positioned above a horizontal line.

Jeffrey Thomas, Secretary

