

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; Planning Director, Jim Lettiere; CYS Director, Shannon Walborn; CYS Fiscal Supervisor, Claudia Conrad; CYS Fiscal Tech, Chris Riling; Probation Director, Len Hahn; Wendy Melius and Natasha Brubaker of Center for Community Action; visitor, Dean Fluke 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 Walls and the Pledge of Allegiance to the flag was led by Commissioner Thomas.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to table the minutes of the October 27<sup>th</sup> Public Meeting until the next 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 to award CARES Act funding for initial applicants – phase five. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes).

Under announcements, Commissioner Thomas thanked the office staff, the poll workers, and everyone involved with the election that made it run so smoothly. We had a new mail-in ballot system, new laws, and new machines to work with and it still went very smoothly. Commissioners Walls and Sather also offered their thanks to all those who worked hard to make Election Day happen. Commissioner Sather further acknowledged with respect the 245<sup>th</sup> birth of the United States Marines. Veteran's Day is tomorrow and we should recognize our veterans.

Under public comments, Dean Fluke asked why the minutes would not be approved today because of the election. Heather Fellman responded that she is responsible both for completing the minutes and she is also the Election Director for the County. With all of her election-related duties, she has not had the time available to complete the minutes. Mr. Fluke asked if the minutes will ever be available in the future. Ms. Fellman responded that they will be approved at next week's meeting. Mr. Fluke asked about last week's meeting and the projects that were approved. Mr. Thomas was not at last week's meeting and the question came up about whether he would be able to vote on the projects. Those minutes ought to show whether he voted. I think it has to be known that a Commissioner cannot vote unless he is in the minutes of the meeting. He has to be there to vote. Kylie Hawn responded to Mr. Fluke's comment and indicated that there was no question about Commissioner Thomas being able to vote. It was a question of whether he could sign the paperwork having not voted for the amendment. The majority of the board did vote to approve it but Stacia-Fe wanted to make sure Commissioner Thomas would be able to sign it. Commissioner Sather confirmed that this is correct. Commissioner Thomas would be able to sign the two documents that were being revised because he had previously voted to approve them in their original form. Ms. Hawn also asked about provisional ballots as she has been getting calls from concerned voters. She asked for the total number of provisional ballots cast in last week's election. Heather Fellman responded that she does not have those numbers in front of her, however she believes the number was somewhere around 140.

There was one matter to be addressed by the solicitor: opening of the fuel oil bids. Bumgardner and Flasher Inc submitted the only bid and provided two options. Option one is a variable rate at 15 cents per gallon above the rack price at time of sale. Option two is a cap rate of \$1.729 per gallon or the lower price on the date of delivery if

the cash price is lower. The Commissioners will find out what rack price currently is and will vote next week on acceptance of the bid.

Under new business, Natasha Brubaker of Center for Community Action, requested consideration of approval for Resolution 16-2020 authorizing the application for Huntingdon County for 2020 PHARE Request for Proposals through the PA Housing Finance Agency in the amount of \$200,000. \$50,000 of this will go towards landlord mitigation to help and estimated 12 housing units. This is a change from last year. Commissioner Thomas asked if this is a grant that we can apply for every 2 years or if this is an annual application. Ms. Brubaker responded that it is yearly. Wendy Melius commented that there is a cap on the landlord mitigation primarily used to cover minor repairs and modifications to make the unit Section 8 eligible. Commissioner Walls asked what the labor requirements are for these funds. Ms. Melius responded that anything over \$25,000 you have to pay prevailing/ Davis Bacon wages. 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 a purchase of service agreement with the Bair Foundation of Pennsylvania, Inc. for foster care services. This is a renewal from last year at the state-approved rates for July 1, 2020 through June 30, 2021. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with Pressley Ridge for foster care services. This is a renewal from last year 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 (Thomas, yes; Sather, yes; Walls, yes).

Chris Dixon requested consideration of approval for a purchase of service agreement with Bethany Christian Services Inc. for foster care services. This is a renewal from last year at the state-approved rates 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).

Jim Lettiere, Planning Director, requested consideration of approval for a change order for the Shirley Home freezer/cooler project. Due to extenuating circumstances, they are requesting an extension without penalty for completion of the project. The work began on this project on August 10, 2020. The contractor ordered the cooler in July. The seller was requiring 100% payment up front, which was not acceptable to the contractor. A different cooler was ordered in September. It was a special order because of COVID. The project is now completed. Mr. Lettiere is asking for no penalty on the late completion. The quality of the work is excellent. The Commissioners offered their thanks to the Planning Commission and noted that this is a great asset for the Shirley Home. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Jim Lettiere requested consideration of approval for a change order for the CDBG Huntingdon Borough sidewalk project. There was a preconstruction meeting with the engineer of record and the low bidder on the project. The site walk-through resulted in a reduction in sites from 12 to 11. Some of the curb areas that were not part of the original bid also need work. This increased the cost by \$12,135 to a new total of \$63,447 from the Huntingdon Borough entitlement money for fiscal year 2016/2017. Commissioner Walls asked if the additional curbing was caused by the change order or was this an oversight of the engineer? Mr. Lettiere commented that he is not sure at the moment. Commissioner Walls responded that he is just curious as these kinds of delays can cause other delays. It was moved by Commissioner Thomas, seconded by Commissioner Sather and carried (Thomas, yes; Sather, yes; Walls, yes).

Len Hahn, Probation Director, presented the PCCD Grant Award Notification for approval. This grant provides \$33,952 for county reimbursement. The Commissioners offered their thanks to Mr. Hahn for securing this grant for the county for the past couple of years. It definitely helps the county. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Consideration of Approval was given to award phase five small-business and non-profit funding from the initial pool of applicants. This funding is for four additional businesses in the amount of \$16,118.79. The total awarded to date is \$561,460.20 which has benefited 83 small businesses. Commissioner Walls commented that it is good to be able to put over half a million dollars into the local economy. The Commissioners gave to every business that they could and were glad to be able to help those that qualified. Mr. Fluke expressed his concern over the amount of money that was given away. Commissioner Thomas commented that he wished they could have given more. The money helped these businesses but our hands were somewhat tied with all of the guidelines and restrictions that the federal government and the state put on us. Commissioner Sather commented that this money is federal pass-through funding to help our local economy. Commissioner Walls noted that the guidance from the state and federal government is that money not spent here in Huntingdon County will be returned to the state and that money will probably be made available to other counties to spend in their counties. This program was at no cost to the local tax payer or the general fund. Kylie Hawn asked after the money to help businesses and non-profits and the money for broadband how much is left and what will it be spent on. Commissioner Sather commented that we would have to review with our consultants at Susquehanna Accounting and Zelenkofske Axelrod. It is possible that we will have funding left over and that will have to be spent by December 30<sup>th</sup>. Commissioner Walls commented that there is an allowance for expenses within the County government to be reimbursed. Anything that we can reimburse ourselves for here is a benefit to the local taxpayers as well by helping the general fund. Commissioner Thomas commented that he does not see us sending any money back. We can spend the whole amount here in Huntingdon County. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

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

There were 10 Veteran's Burial Allowances.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 10:21 a.m.

Minutes prepared by Heather Fellman, Deputy Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary