

Huntingdon, PA

Tuesday, June 9, 2020

20-2020

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 and Solicitor, Peter McManamon; Planning Director, Jim Lettiere. Due to the COVID-19 outbreak, the following individuals were present via GoToMeeting: Elections Coordinator, Tammy Thompson; PA CareerLink, Barb Cover and Michelle Heane; Treasurer, Susan Harry; Court Administrator, Angela Robinson; News Reporter, Kylie Hawn and visitors, Dean Fluke and Bill Hoover.

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 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 May 26<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 were three additions to the agenda: the Medical Assistance Transportation Program (MATP) agreement, an elections update, and a service provider agreement between Juniata College and the Courts for jury selection. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve these additions to the agenda.

Under announcements, Commissioner Thomas reminded residents that this year is a census year. The deadline to participate in the census is October 31, 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. Commissioner Walls thanked the public for voting in last week's election. He further thanked the poll workers who worked hard and worked well with each other during difficult circumstances. Everything went quite well considering all the changes that we had to make. Commissioner Walls further thanked the office staff in the Commissioners' Office for the tremendous amount of work it took to put this all together. Commissioner Sather clarified the extension of the face value payment rate for county property taxes. The face value rate has been extended to the end of September. We are in the process of notifying municipalities.

During public comments, Dean Fluke asked about contracts that were written about in the Daily News for a wall in Mount Union. It was printed that the following grants and loans exist for this project: \$1.2 million grant from PennDOT, \$500,000 grant from DCED, and a loan for \$467,000 from the Pennsylvania Infrastructure Bank. It also said that Huntingdon County is contributing CDBG funds but there is no amount attached to that statement. Mr. Fluke asked why that amount was not noted in the Daily News. Commissioner Sather responded that the Commissioners were not asked for any comment on that particular article. Our Planning Director is attending this meeting for some items that he has on the agenda and may be able to speak to this question if it could be answered briefly. Otherwise, Mr. Sather asks that Mr. Fluke put the question in writing to the Planning and Development Office. Jim Lettiere asked for clarification, whether Mr. Fluke was referring to the Pennsylvania Avenue Wall Project in Mount Union Borough. That is about a \$1.2 million project and there are different funding sources involved with that. Mr. Lettiere has a breakdown of those funding sources in his office. There will be a bid opening for that project on June 17<sup>th</sup> with the engineer of record, Brian Wisor for Keller Engineering. Mr. Fluke asked about a survey that was done by Keller Engineering. He would like to know what amount was paid or who paid for that cost. Mr. Lettiere answered that he would have to check that but he believes those costs were paid for out of the CDBG funds. Commissioner Sather asked Mr. Fluke to put his questions about this project in writing and submit them to the Planning and Development Department for more details.

There were no items to be addressed by the solicitor.

Under new business, Jim Lettiere, Planning Director, requested consideration of approval for a notice of award for a new freezer/cooler for Shirley Home for the Aged. Two bids were received for this project. The bid opening was March 26, 2020. Southern Contractors offered the winning bid at \$72,995. The total project cost is \$82,832.20. Construction for this project should begin on June 22<sup>nd</sup> and the project should be completed by early August. Engineering fees associated with this project represent 8.5% of the total project, which is well below the norm, which is 15% of the total project. Commissioner Thomas thanked the Planning Commissioner for their hard work on this project. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Jim Lettiere requested consideration of approval for a construction contract with Southern Contractors, located in Three Springs. Jim Lettiere commented that the contract amount is for \$72,995. There are additional fees that are not part of this contract which make the total cost of the project \$82,832.20. Kylie Hawn asked what the additional costs are. Mr. Lettiere answered that there is \$1,200 in delivery costs. Ms. Hawn asked if the engineering fees are included in that amount that adds up to \$82,832.20. Mr. Lettiere confirmed that that is correct. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Barbara Covert and Michelle Heane of PA CareerLink requested consideration of approval for the Medical Assistance Transportation Program (MATP). This is a renewal to cover July 1, 2020 through June 30, 2021. Funding is supplied 50% from federal sources and 50% from state funding sources. The tentative budget for this year is \$845,298 with a trip rate of \$25.18 for providers and 25 cents per mile for reimbursement of consumers for using their own vehicles. Ms. Heane and her team have also set up an on-call process for weekends to ensure continuation of services. Susan Harry requested a copy of this document for her records. Ms. Covert expressed her thanks to the Commissioners for the opportunity to run the program. This program has been in Huntingdon County for over 25 years. She also thanked Susan Harry for her continued support and cooperation with processing the invoices and checks. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Angela Robinson, Court Administrator, requested consideration of approval for a facilities use agreement with Juniata College. This will be for use of the Halbritter Center on August 3<sup>rd</sup> for jury selection. It is a one-day jury selection for trials to occur in August and September. Commissioner Thomas asked if meals are provided for jurors. Ms. Robinson responded that meals are not provided. Mileage and the per diem is provided. There are two separate jury pools that will come in that day. One at 8:30AM and one at 1PM. Commissioner Thomas noted that there are some possible extra charges on the contract including charges for catering and taxes. He asked if there would be any problem with taking the taxes off of the document. Ms. Robinson answered that that should not be a problem. Commissioner Walls asked about the AV charges. Are there additional items that would be needed from the college that would impact the cost of the agreement? Ms. Robinson answered that the only thing needed will be the sound system. Commissioner Sather asked Ms. Robinson to explain the need for the use of the building. Ms. Robinson commented that it is a large enough building to allow for appropriate social distancing during the jury selection process. Commissioner Thomas noted that the price was \$1,500 for the day. Ms. Robinson commented that this also includes the Friday before when the college has agreed to allow staff to set up and prepare. Commissioner Walls asked if all of the prospective jurors and court staff will be required to wear a mask. Ms. Robinson commented that they will be required to wear masks if that is still the requirement at the time. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the building use agreement with the removal of the sales tax.

Tammy Thompson, Elections Coordinator, provided an update on the mail-in and absentee process. Ms. Thompson thanked all of the poll workers for their dedication under extraordinary circumstances. She further thanked the school districts and fire companies throughout the county who allowed us to use their facilities on short notice so that we were able to consolidate as necessary. The number of absentee and mail-in ballots processed for the primary last week was 3,737. If you selected the permanent status on your mail-in or absentee ballot application, you will automatically be mailed a ballot for November as well. If you have changed your mind and no longer want to vote by absentee or mail-in in November, please contact the Elections Office as soon as possible so that a form can be sent to you to remove you from the list. If you have questions about your status, please call the Elections Office and we would be happy to check. The phone number is (814)643-3091. Commissioner Thomas thanked Tammy Thompson and Heather Fellman and all of the staff in the Commissioners' Office. He commented that he does not think the general public realizes how late you worked every evening for the last couple of months to get this election pulled off with the new equipment and people cancelling at the last minute as poll workers.

Commissioner Sather further commented that the staff in the Commissioners' Office as well as the staff from our new equipment vendor provided excellent training and the equipment functioned very well. Tammy Thompson commented that we were very pleased with the new equipment and only received about 5 equipment-related phone calls all day. While initially, the consolidation of polling sites was not ideal, however in this situation, with the new equipment, it seems to have really helped. Kylie Hawn asked when final results will be posted. Tammy Thompson answered that the results will be unofficial until we receive certification from the state that there will not be any recounts ordered. Today is the last day that we can receive ballots from military and overseas voters so we are waiting to see if any additional come in today and we will update those if any additional ballots do come in.

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

There were no Veteran's Burial Allowances.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 10:18 a.m.

Minutes prepared by Heather N. Fellman, Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary