

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: Commissioner Sather, Walls, and Thomas; Solicitor, Peter McManamon; Deputy Chief Clerk; Sarah Helton; Planning Director, Mark Colussy; Planner I, Iona Conner; Register & Recorder, Virginia Cooper; Deputy Treasurer, Bobbi Jo Gearhart; 911 Director, Rufus Breneman; Managing Director, Janney Montgomery Scott, Alisha Reesh; Eckert Seamans Cherin & Mellott, Joseph Pierce, Esq; Eckert Seamans Cherin & Mellott, Joseph Jenn Caron, Esq; Vice President, Zions Bank, Melissa Urishko; Daily News Reporter, Kylie Hawn; and visitors Jim Cassatt and Barry Wright.

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, yes) to approve the minutes of the January 17th 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 will be one addition to the agenda today. A request for a new hire for the Deputy Register & Recorder's Office.

Commissioner Sather announced that on Wednesday, January 25, 2017 CCAP will unveil the County 2017 Legislative Priorities at a press conference at noon at the State Capital. Details are available at [pacounties.org](http://pacounties.org).

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

Mark Colussy and Iona Conner are presenting three items for approval today. First the Broad Top City HOME housing rehabilitation grant was intended to rehabilitate 12 owner occupied homes in Broad Top City. The Planning Department has been diligently looking for a code inspection company due to the contract with Michael Gelsick being rescinded on December 27, 2016. Michael Baker international was approved to do the environmental inspections but cannot do the code inspections. Having a company perform code inspections is critical for code compliance and bid specifications for certified contractors.

Mark Colussy explained that by the County going with Michael Baker and SEDA-COG for the Broad Top City project the program will exceed the original budget and delivery costs by \$25,000. A budget modification increase is being requested for \$25,000 to cover the additional inspection costs. The original budget was crafted based on an agreement to work with the non-profit Weatherization, Inc. as well as the PA DCED changed the state's housing rehabilitation policy which increased program costs for rehabilitation and delivery. Contractor services were not previously required for asbestos, mold and radon but the new policies have made the inspections for these hazards mandatory. Mark is requesting the moderate rehabilitation line item be decreased by \$25,000.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the revision of the HOME budget. Commissioner Sather provided clarification that the \$25,000 reduction in the rehabilitation budget is restored from the following two sources: USDA housing preservation grant for which there is a project match of \$23,000, and the HOME Program Income additional project funds totaling \$29,150, remaining from the sale of homes that were in the program. The \$25,000 increase gives additional funds for the project totaling \$48,350.

Jim Cassatt questions if there is a project that is not going to be done with the USDA Grant monies being put into the HOME rehabilitation project. Mark Colussy explains that the USDA Grant was specified for home rehabilitation projects. He continued that the County did not anticipate on getting the grant funding and applied for more than what was awarded. Therefore, the funds are being used in a similar way as to what was requested on the original grant request. It gives us the additional funds that we can still service the targeted 12 homes.

Iona explained that when additional expenses were realized, because of the new requirements, they thought they were only going to be able to service 11 homes instead of the planned 12 homes. But

with the extra grant funding now available they will be able to service the originally specified 12 homes.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve Resolution 1-2017, authorizing the revision to the HOME Investment Partnership program contract. Where the County of Huntingdon is entered into contract with the Commonwealth of Pennsylvania for \$350,000 in the HOME Investment Partnership Program, administered by DCED. Huntingdon County requests that DCED revise the HOME contract in accordance with the attached budget by reducing the moderate Rehabilitation by \$25,000 and increasing the Project Delivery by \$25,000.

Mark's recommendation is to move forward with the contract with SEDA-COG, as it is the leader in the state for inspections and DCED consults with them regularly. The state recently changed their housing rehabilitation program requirements and SEDA-COG is willing and excited to help the County move forward under the new requirements. Being able to navigate the recent changes are critical and SEDA-COG is well suited to the needs of the County.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve, pending final solicitor review, the contract with SEDA-COG to perform housing rehabilitation management services for the housing rehabilitation program for Broad Top City. The contract states that the cost per unit is \$2630. Additional requested are \$300 per unit, electrical inspections are not to exceed \$345, and furnace inspections are not to exceed \$500 per unit. Iona states that the tentative date for the kickoff for the project is February 9. Commissioner Thomas thanks Iona and the Planning Department for their hard work coordinating this project.

The last item presented by Mark Colussy was a request for approval for the Certification of County Funds, a required report for the Department of Agriculture. Mark explained that \$5000 was approved from ACT 13 funds and \$1053 from the Clean and Green program's rollback for a total of \$6053. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve the Ag Conservation Easement Program's Certification of County Funds for the 2017 program year. The Department of Agriculture requires this form be filed with them before any funds are distributed across the state.

The next item under New Business is a request for appointments to the Huntingdon County Library Board. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to appoint David Hsiung and James Reeves to the Huntingdon County Library Board. Both terms are for three years, ending on December 31, 2019.

An addition to the agenda was Virginia Cooper with a request to hire a Deputy Register and Recorder. This is an existing position in her office that was vacated in December 2016. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to hire Ruby Keller as the new Deputy Register and Recorder effective 01/30/2017 pending the receipt of a favorable result of her pre-employment screenings prior to the hire date.

Alisha Reesh from Janney Montgomery Scott was present today to present the Moody's Investors Services Rating Report for Huntingdon County. She states that when starting the process, she wanted to be conservative for projecting interest rates since Huntingdon County has never had a public debt offering. Alisha used Bedford County as a model for Huntingdon County with a line of credit rating of a triple B-. It was with great surprise and great excitement that Huntingdon County was awarded an A3 rating by Moody's Investment Services. This is a three-notch improvement over what was estimated. That rating will generate \$10,000 - \$15,000 a year in debt service savings. She congratulated the Board for such a great rating achievement for a first Bond issue. Credit strengths mentioned in the Moody's Report are the very low debt burden and the proven willingness of the three Commissioners to work together to manage the County and also a present and stable tax base. Challenges effecting the score are limited reserve levels and a below wealth indication compared to other counties in the Commonwealth and Nation.

Commissioner Thomas explains that this is very good news for the County. Commissioner Sather explains that this shines a highlight on the departments, especially Treasurer, as well as all other departments working together as necessary throughout the County.

The next item on the agenda is the Bond Purchase Agreement that Alisha explains is the contract that permits Janney, on behalf of the County, to purchase the Bonds needed for the 911 center. She continues that, if approved, the County will enter into a maximum aggregate purchase agreement which will allow Janney to market the Bonds on behalf of the County. She is intending to do that on Thursday, 01/26/17. She doesn't expect the Bond issue to be over 6.2 million which will provide for 6

million and pay for the cost of issuance and any trading differentials. With this contract, in continuation with an addendum agreement that will be signed on the day of sale, interest rates are then locked in, no further interest rate risk.

Joseph Pierce, Esq and Jenn Carron, Esq both of Eckert, Seamans, Cherin & Mellott, LLC, are present today to further explain items needed in accordance with the Bond Purchase Agreement. His firm has advertised this notice on behalf of the County and specifically given public awareness of the Board's consideration for the Ordinance. If the Board enacts this Ordinance it will authorize and approve the \$6.95 million as indicated but the actual amount is expected to be in the \$6.2-million-dollar range. All the money is for the 2017 Capital Project, also known as the 911 system upgrade, except for the cost of issuance. Commissioner Sather clarifies that the span of \$6.2 million for the Bond issuance and the Ordinance making reference to \$6.9 million is for the purpose of the interest owed and the marketing of the Bond parameters. Alisha clarifies further that the attachment to the Bond parameters shows that if interest rates rise or fall she needs the ability to, if interest rates move, to move \$10,000 or \$20,000 bonds up or down. Items are in place to assure you that the \$6.2 million is not the ultimate and final cost of the bond.

Attorney Pierce explains that the resolution accepts the proposal that Alisha has presented on behalf of Janney. It also authorizes the addendum to be signed by the Chairman of the board, as early as Thursday. It appoints Zions bank of Pittsburgh PA as the Paying Agent and the banking institution that acts as the intermediary between the County as the debtor and the creditors. It pledges the Counties full faith credit and taxing power. Meaning that the County is pledging that it can raise tax millage as necessary to pay the debt. It creates a Sinking Fund that the County will make semi-annual deposits sent to Zions. The Ordinance also designates these financial obligations as tax exempt. Creditors that receive interest on bonds do not have to pay Federal Income Tax on the interest. This is to encourage local banks to invest in their communities by purchasing the notes.

If enacted today there must be a 2<sup>nd</sup> legal notice posted in the newspaper. Those legal ads, this Ordinance, and the bond purchase agreement must be filed with DCED under the Debt Act. Then they have up to 20 days to issue their approval, hoping to close on February 22, 2017. It authorizes the POS and OS for Janney to use to market the bonds. Authorizes the purchase of Bond Insurance from Build America Mutual (BAM).

Commissioner Sather clarifies for the public that the recent special millage for .97 is specifically for the 911 County wide communication systems that this Bond Sale addresses. He further explains the .97 Millage increase will continue for 15 years.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to approve as requested the General Obligations Bond Series of 2017, Ordinance 01-2017.

Jim Cassatt questions if the .97 millage increase could change in the next 5 years. Commissioner Sather explains that the County will have the ability to refinance the bond one time in the first 5 years. The hope of the Board is that within the next 5 years the County will receive additional grants. At that time the financing could change.

Alisha explained that Moody's may come in annually to do a surveillance rating. It is up to Moody's if they wish to conduct an annual rating. Moody's report is the County's financial report card.

Emma (Electronic Municipal Market Access) is a computer systems program that the County will use to file annual reports. Moody's will send reminders to the County to file the annual reports and will also help complete the report.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to adopt the secondary market disclosure procedures.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, Yes) to adopt the policy and procedures on tax-exempt obligations.

The next items for Matters for Action Information and Discussion are two resignation requests.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes) to accept the resignation of Nathan Betts, Deputy Sheriff effective 01/31/2017.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes) to accept the resignation of Michelle L. Cerett, Chief Clerk effective when her replacement is hired and/or trained.

There was 1 Veteran Burial Allowance for approval today.

There being no further business, it was moved by Commissioner Thomas to adjourn the meeting at 10:45 a.m.

Minutes prepared by Sarah Helton, Deputy Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary