

Huntingdon, PA

Tuesday, August 11, 2020

29-2020

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; Solicitor, Peter McManamon; Deputy Chief Clerk, Tracey Rhodes; Grant Coordinator, Kellie Benson; Planning Director, Jim Lettiere; Community Development Administrator, Stacia-Fe Gillen; CYS Director, Shannon Walborn; and visitors, Dean Fluke, Jim Cassatt, and Joan Cassatt. Due to the COVID-19 outbreak, the following individuals were present via GoToMeeting: CYS Fiscal Tech, Chris Riling; Debra Clark from Huntingdon County Business and Industry; Tiffany Jones from the Center for Community Action; Mike Hannon from Tri-County Drug and Alcohol; Bob Henry from Juniata Valley Behavioral and Developmental Services; Kelly Bair from Juniata Valley Behavioral and Developmental Services and News Reporter, Kylie Hawn.

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 August 4<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 was one addition to the agenda: consideration of approval to hire a caseworker.

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 Sather announced that there will be no public meeting next week due to the CCAP Virtual Conference.

Under Public Comments, Jim Cassatt asked if the Commissioners have incurred any unfunded debts since he last attended a meeting. Commissioner Sather noted that the COVID-19 outbreak has required the County to take on additional expenses. We will be addressing federal CARES Act funding later in the meeting. Commissioner Thomas commented that the County took out a \$1.5 million loan to address the additional expenses and loss of revenue related to the pandemic. This was a short-term loan and has been fully paid back. Jim Cassatt further asked about \$1 million that was supposed to come in to help pay for the expenses of the 911 update. He wanted to know if that money has been received and, if so, what was it spent on? Commissioner Sather commented that we have not yet received that. It is still within PEMA at this point and they are going through the process of certifying materials and installation. We are getting close, but we have not yet received those funds. Mr. Cassatt asked what those funds will be spent on once they are received. Commissioner Sather answered that those funds go directly back to 911. They are set aside specifically for that project. Mr. Cassatt asked if that means the funds will go towards the bond. Commissioner Sather commented that it will be applied to whatever the bond is at that time. Mr. Cassatt asked how the payments are being made towards the special millage. Commissioner Sather commented that he believes payments are made in February and August. Mr. Cassatt commented that that means the Commissioners are paying interest on interest. Commissioner Sather commented that that is the payment schedule that was created when the bond was set up at the advice of our bond counsel through Eckert Seamans. Mr. Cassatt asked about the 60 new voting machines that were purchased. He wanted to know if the Commissioners have considered selling the old ones or deconstructing them for parts. Commissioner Sather answered that the old equipment was removed as part of the sales agreement by the vendor. Dean Fluke asked if any of the service agreements that CYS has brought to the public meeting in recent weeks have been paid since they have been approved. If so, are they

being included in the list of bills? Commissioner Sather commented that those contracts are on an as-needed basis. As such, it will vary from week to week which, if any, services are used and paid for from the CYS agreements.

There were no items to be addressed by the solicitor.

Under new business, Shannon Walborn, CYS Director, requested consideration of approval for a purchase of service agreement with Harbor Creek Youth Services. This is a renewal from last year at a state-approved rate. The contact covers July 1, 2020 to June 30, 2021. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Shannon Walborn requested consideration of approval for a purchase of service agreement with Professional Family Services. This is a contract for services on an as-needed basis at the state-approved rate and it is a renewal from last year for July 1, 2020 through June 30, 2021. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Shannon Walborn requested consideration of approval for a purchase of service agreement with Pentz Run Youth Services. This is a contract for services on an as-needed basis at the state-approved rate and it is a renewal from last year 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).

Shannon Walborn requested consideration of approval to hire Nathan Woods for the position of Caseworker I. His pre-screenings are completed and his first day will be August 31, 2020. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Shannon Walborn requested consideration of approval to hire Gabriela Espino for the position of Caseworker I. Her pre-screenings are completed and her first day will be August 17, 2020. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Stacia-Fe Gillen, Community Development Administrator, requested consideration of approval for the Citizen Participation Plan. This is a requirement for the CDBG Program to maintain public transparency. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Stacia-Fe Gillen requested consideration of approval for the 4-2020 CARES Act Amendment to the Citizen Participation Plan. This amendment reduces the public response period to five days for funding items directly related to COVID response. It also allows for virtual meetings. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Debra Clark from Huntingdon County Business and Industry (HCBI) requested consideration of approval for Resolution 11-2020, a Keystone Opportunity Zone (KOZ) Extension for Carbon Township. Their current KOZ expires in December 2020. The school district and the township will also have to approve of the extension. The deadline to submit to DCED is October 3<sup>rd</sup>. Solicitor McManamon recommended that the Commissioners confirm that it was a resolution and not an ordinance that had been passed originally. Commissioner Thomas confirmed that it was a resolution in the past. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Tiffany Jones from the Center for Community Action (CCA) requested consideration of approval for the Human Services Block Grant Plan for 2020-2021. This is Huntingdon County's first year as a block grant county. Public meetings were held to discuss the plan on July 30<sup>th</sup> and 31<sup>st</sup>. Bob Henry from Juniata Valley Behavioral and Developmental Services (JVBDs) highlighted that funding in the mental health portion of the plan is flat. The majority of the changes in this year's plan are related to the expansion and implementation of behavioral health services for schools in Huntingdon County. Commissioner Wall commented that this is a good opportunity for the County as funds will be able to be distributed and used as the county needs. It is good to be a block grant county. Commissioner Sather commented that in the past, if any one of the partnering agencies had had additional funding

that could not have been shared with other participating agencies. Now, through the Human Services Block Grant, the County can move those funds within agencies. Previously, any unspent funds had to be sent back to the state even though there were needs still within the community. It is a good thing for Huntingdon County. Joan Cassatt asked if anybody monitors how these funds are spent. She has heard complaints that one of these agencies is not providing services that are needed. She is concerned that people are not getting help. Commissioner Walls answered that the three Commissioners sit on the JVBDS Board. The Commissioners review the services that are being provided. If someone doesn't feel that they are getting the services that they need they can contact the Commissioners. We want to make sure that the services that a person needs are provided. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

The Commissioners announced County CARES Act funding available for the community. Huntingdon County received federal CARES Act funds under the COVID-19 County Relief Block Grant in the amount of \$4,076,903. The money must be spent by December 30, 2020. Commissioner Thomas commented that small businesses and nonprofits can apply for funding. We will begin accepting applications on August 14<sup>th</sup> and the deadline to apply is August 28<sup>th</sup>. You will be able to get an application on the website or by visiting our offices. Commissioner Walls also commented that fire companies are included and can apply for this funding. Another potential use for these funds is expanding broadband access in the county. A press release will go out to news organizations today. Jim Cassatt asked if there are any restrictions on the amount of money a small business can get. Commissioner Sather commented that grant awards are available for up to \$10,000. The grants are to be used for payroll. Preference will be given to those applicants that did not receive Paycheck Protection Program or Economic Injuries Disaster Loan funds. Rent, mortgages, PPE, and other COVID-19 related expenses are all allowable expenses under this grant. Mr. Cassatt asked if applicants will be able to use these funds to pay off debt on something that has already been purchased. If it was COVID-related or considered a business interruption that could also be applicable. We would suggest any and all to put an application in. Commissioner Thomas commented that we encourage everyone to apply. Our auditors and accountants will be reviewing the submissions to ensure that requested expenditures comply with the rules for the grant. Stacia-Fe Gillen asked what portion of the total will be going to businesses. Commissioner Thomas responded that currently we are assessing the needs of the community.

Joan Cassatt thanked the Commissioners for being open and answering the questions of everyone in the room today.

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 10:44 a.m.

Minutes prepared by Heather N. Fellman, Chief Clerk.

Respectfully Submitted,

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Jeffrey Thomas, Secretary