

APRIL 12, 2022 MEETING MINUTES

Formally approved at April 26, 2022 meeting

FULL BOARD PRESENT: Also present: Norma Bird, Treasurer; Sue Kauwell, Prothonotary; Clair Heath, Sheriff; Ryan Craig, IT; Suann Leighow, Penn State Extension; Melissa Matthews, SEDA-COG; Marlene Gunther, Public; Joe Sylvester, The Daily Item; Geri Gibbons, Press Enterprise.

Mr. Holdren asked those so inclined to rise for a prayer led by Solicitor Robert L. Marks. The Pledge of Allegiance was recited in unison. The meeting was then opened.

Mr. Finn moved to approve the minutes of the previous meeting. Mr. Hartman seconded. On called vote, all voted in favor.

General Account Disbursements	\$2,175,215.14
General Account Receipts	\$742,109.46
General Account Checking .01%	\$1,014,603.17
Capital Reserve Fund .01%	\$4,297.09
Operating Reserve .03%	\$2,305,386.03
Total Checking	3,324,286.29
Act 13 Highway-Bridge .03%	\$272,481.94
Act 44 .01%	\$130,448.53
Act 89 .03%	\$172,009.33
American Rescue Plan .00%	\$31.99
Children and Youth Checking .01%	\$845,192.18
Emergency Rental Assistance Program .03%	\$500,372.80
ERAP 2 .01%	\$1,017,597.23
Facilities Fund .01%	\$675.42
Flood Mitigation .01%	\$2,816.35
Hazardous Material Account Checking .01%	\$20,519.96
Human & Community Services Checking .01%	\$124,133.26
Improvement Fund Checking .01%	\$13,157.85
Liquid Fuels Checking .01%	\$213,918.03
Offender Supervision Account Checking .01%	\$51,202.69
Storm Water Ordinance Escrow	\$42,761.05
Uniform 911 Surcharge .01%	\$780,982.53

Mr. Finn moved to accept the Treasurer's report as presented. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Holdren called for public comment. There was none.

Mr. Holdren recessed the public meeting and convened a CDBG 2019 and 2020 budget modification hearing. Ms. Matthews presented a proposed modifications of unspent 2019

funds of \$131,312.00 from the Washingtonville Municipal Authority wastewater treatment plan replacement project and \$47,222.00 from the Danville Area Community Center sponsorship program and reallocate \$54,043.66 to the Montour County food distribution center project, and \$54,043.66 to the Montour County food pantry entrance architectural barriers project. Ms. Matthews presented a proposed modification of 2020 funds of \$104,687.00 from the Montour County business assistance program and reallocate that amount to the Montour County food pantry filtration system. There being no public comment, the hearing was adjourned and the public meeting reconvened.

Mr. Holdren introduced Ms. Leighow, Penn State Extension Master Gardener Coordinator, who talked about the Seed to Supper program, which helps those on a limited income learn how to grow part of their own food. The program can be geared for individuals with food insecurity or as a community garden. Over six to eight weeks, participants learn how to prepare, plant, maintain and harvest. Anyone interested in participating in or donating to the program can email montourmg@psu.edu.

Under old business, bids for the Prison HVAC air quality project were received as follows: General contractor – Gray Builders, \$98,800.00, M&R Contracting, \$117,381.00; HVAC – LTS, \$194,650.00, \$224,500.00; Electrical – Selsyn Electric - \$54,895.00. Mr. Holdren said the bids are under review with the architect for the project.

Under new business, Mr. Holdren moved to approve the CDBG 2019 and 2020 budget modifications are presented by Ms. Matthews. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve a proposal of \$230,200.00 from LeFevre Wilk Architects for architectural services for the Administration Center HVAC upgrades. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve a proposal of \$49,300.00 from LeFevre Wilk Architects for architectural services for the Administration Center kitchen HVAC upgrades. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve a proposal of \$32,500.00 from LeFevre Wilk Architects for architectural services for the Administration Center building dock doors and ADA ramp. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to enter into a lease agreement with CSO to rent two offices in the Human Services suite of the Administration Center effective April 1. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve application of a PCorp Loss Prevention Grant in the amount of \$7,426.88 for the purchase of a mobile data terminal system for the Sheriff's Office. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to affirm the resignation of Alexis Sciascia, Probation Officer, effective April 8. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to accept a letter of resignation from Zachary Hoover, Correctional Officer, effective March 22. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to proclaim the week of April 10 as Public Safety Telecommunicators Week in Montour County. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to pay the following bills: General Account, \$1,970,506.43; Children & Youth, \$53,045.27; Human and Community Service, \$846.15; Liquid Fuels, \$393.26; Other Funds, \$8,992.18. Mr. Hartman seconded. On called vote, all voted in favor.

There being no further business, the meeting was adjourned.

Submitted by:

Holly A. Brandon, Chief Clerk