

OCTOBER 22, 2019 MINUTES

Formally approved at November 12, 2019 meeting

PRESENT: Commissioner Vice-Chairman Dan W. Hartman, Commissioner Trevor S. Finn; Also present: Susan Kauwell, Prothonotary; Norma Bird, Treasurer; Bob Stoudt, MARC; David Kurecian, Columbia Montour Visitors Bureau; Linda Sterling, SEDA-COG; Karen Blackledge, The Danville News.

Mr. Hartman asked those so inclined to rise for a prayer led by Assistant Solicitor Michael Dennehy. 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.

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

General Account Disbursements	\$170,286.21
General Account Receipts	\$80,884.01
General Account Checking 2.08%	\$1,391,824.51
Capital Reserve Fund 2.02%	\$54,692.86
Operating Reserve 2.02%	\$87,093.61
Total Checking	\$1,533,610.98
Act 13 Highway-Bridge 2.03%	\$198,811.75
Act 44 2.07%	\$92,578.60
Act 89 2.02%	\$112,335.41
Children and Youth Checking 2.07%	\$363,544.05
Facilities Fund .05%	\$816,782.44
Flood Mitigation 2.07%	\$2,750.45
Hazardous Material Account Checking 2.07%	\$7,296.07
Human & Community Services Checking 2.07%	\$91,792.43
Improvement Fund Checking 2.07%	\$26,894.10
Liquid Fuels Checking 2.07%	\$211,406.26
Offender Supervision Account Checking 2.07%	\$69,954.12
Storm Water Ordinance Escrow	\$33,866.05
Uniform 911 Surcharge 1.83%	\$889,861.60

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

Mr. Hartman recessed the public meeting to convene the final CDBG public hearing for 2019 funds, then turned the hearing over to Linda Sterling of SEDA-COG.

Ms. Sterling said the hearing presented the final opportunity for public input on the 2019 grant fund allocation of \$314,838.00 as follows: Danville Area Community Center Sponsorship Program, \$47,222.00; Washingtonville Municipal Authority Wastewater

Treatment Plant Replacement, \$131,312.00; County administration, \$1,100.00; and SEDA-COG administration, \$47,220.00.

Of Danville Borough's 2019 allocation of \$97,304.00, \$80,204.00 is earmarked for the Mulberry Street Culvert Replacement Project and \$17,100.00 for SEDA-COG administration.

Ms. Sterling reviewed the fair housing resolution and procurement policy. There being no further public comment, Mr. Hartman adjourned the hearing and reconvened the public meeting.

Under old business, Mr. Hartman moved to adopt Ordinance 7 of 2019 to increase the Hotel Room Rental Tax from 3 percent to 5 percent effective January 1, 2020, using the rate increase to fund MARC operations. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to enter into a memorandum of understanding with MARC and the Columbia Montour Visitors Bureau to utilize the additional 2 percent in Hotel Tax revenues to support MARC. Mr. Finn seconded. On called vote, all voted in favor.

Under new business, Mr. Finn moved to adopt Resolution R-10-24-2019 authorizing submission of the CDBG 2019 grant application to DCED. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to readopt the Fair Housing Resolution. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to approve the CDBG/Home Program Procurement Policy. Mr. Hartman seconded.

Mr. Finn moved to approve a CDBG 2015 budget revision, moving \$30,000.00 from the Cooper Township private sewer laterals project to the Washingtonville Main Street beautification project Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a CDBG 2017 budget revision, moving \$12,000.00 from the Cooper Township private sewer laterals project to the Washingtonville Main Street beautification project Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to adopt Resolution R-10-23-2019 reappointing Holly Brandon as the Section 504 Compliance Officer and establishing a grievance procedure for complaints regarding accessibility to County-owned facilities and programs. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to approve the health insurance renewal with GHP for 2020. Mr. Hartman seconded. Mr. Finn said health insurance is one of the costliest parts of the County budget, and the County was able to negotiate an initial 30 percent increase down to 5 percent, which reflects an additional \$50,000.00 to General Fund expenses. He thanked GHP staff who went to bat for the County to lower premiums as well as County employees for being mindful of utilizing services to keep costs down such as the use of generics and 90-day mail order prescription refills.

Mr. Hartman moved to approve the fiscal year 2019-2020 Juvenile Probation Services Grant Agreement of \$52,759.00 with the Juvenile Court Judges' Commission. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to designate Teri Provost, SEDA-COG Director of Housing, Rehabilitation and Flood Resiliency, to serve as the County's agent for the Hazard Mitigation Grant Program. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to adopt Resolution R-10-22-2019 requesting PennDOT to conduct a feasibility study on establishing a fixed route public transportation service in Montour, Columbia, Northumberland, Snyder and Union counties. Mr. Hartman seconded. Mr. Finn said he hopes other counties will join the initiative for the study, which requires no funds from the County. Should PennDOT approve a subsequent three-year pilot program, local matching funds of 15 percent would be required, which Mr. Finn said may be found through private funds.

Mr. Hartman moved to approve a purchase of service agreement with Diversified Treatment Alternatives on behalf of Children & Youth Services retroactive to July 1, 2019 through June 30, 2020. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to enter into an agreement with Infocon for its new online marriage application sub-system for the Office of Prothonotary/Clerk of Courts. Mr. Hartman seconded. Mrs. Kauwell said the program will allow applicants to start the marriage license application process online from anywhere and will reduce staff time on applications. The \$650.00 setup fee and \$25.00 monthly charge will be paid from her office's Automation Fund. On called vote, all voted in favor.

Mr. Finn moved to approve Family Medical Leave Act leave for Ashley VanHorn, Probation Officer, from October 9 through January 6, 2020. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to accept the resignation of Christine Mausteller, Assessment/Tax Claim Clerk, effective October 8. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn announced the Sheriff's Office will sponsor National Drug Take-Back Day from 10 a.m. until 2 p.m. October 26 in the Courthouse.

Mr. Finn moved to pay the following bills: General Account, \$221,643.57; Children & Youth, \$50,528.48; Liquid Fuels, \$434.53; Human and Community Service, \$4,694.61; Facilities, \$5,009.22; Other Funds, \$195,437.62. 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