

DECEMBER 7, 2021 MEETING MINUTES

Formally approved at December 28, 2021 meeting

FULL BOARD PRESENT: Also present: Norma Bird, Treasurer; Greg Molter, Planning/Zoning Director; Jeremy Brown, ECEN; Kristin McLaughlin, Melissa Matthews, SEDA-COG; Mary Lyn Cadman, CMSU; Geri Gibbons, Press Enterprise.

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

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

General Account Disbursements	\$731,739.28
General Account Receipts	\$127,675.49
General Account Checking .01%	\$630,728.38
Capital Reserve Fund .01%	\$4,296.94
Operating Reserve .01%	\$1,175,391.64
Total Checking	\$1,810,416.96
Act 13 Highway-Bridge .01%	\$272,457.54
Act 44 .01%	\$117,462.43
Act 89 .01%	\$159,916.69
American Rescue Plan .01%	\$1,168,646.76
Children and Youth Checking .01%	\$544,007.30
Emergency Rental Assistance Program .01%	\$797,332.51
Facilities Fund .01%	\$2,419.57
Flood Mitigation .01%	\$2,816.25
Hazardous Material Account Checking .01%	\$18,393.30
Human & Community Services Checking .01%	\$115,582.58
Improvement Fund Checking .01%	\$11,761.35
Liquid Fuels Checking .01%	\$215,721.01
Offender Supervision Account Checking .01%	\$54,369.37
Storm Water Ordinance Escrow	\$40,261.05
Uniform 911 Surcharge .01%	\$717,026.79

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 introduced Ms. Cadman, Administrator of the CMSU, who gave an overview of the four-county joinder which provides mental health, drug and alcohol, and intellectual disabilities services. At any given time, the agency services 3,500 clients,

who have no insurance, are under-insured or are on Medical Assistance. Ms. Cadman said with the onset of the pandemic, staff successfully provided services through tele-health measures but maintained in-person visits for crisis situations. The last several years have seen the advent of an expansion of youth-to-young adult services. She noted the CMSU is the first in the Commonwealth to participate in a pilot program operated by peer staff. Under the program, a three-bedroom home in Columbia County is available as an alternative to hospitalization for clients in crisis situations for up to a five-day stay.

Under old business, Mrs. Brandon reported receipt of quotes for a \$1,000,000 Tax Anticipation Note as follows: First Columbia Bank & Trust Company, 1.48%; First Commonwealth Bank, .85%; Jersey Shore State Bank, .84%; M&T Bank, .60%; Mifflinburg Bank & Trust Company, .71%; Susquehanna Community Bank, 1.10%. Mr. Holdren moved to approve the low quote of .60% percent from M&T. Mr. Finn seconded. On called vote, all voted in favor.

As advertised, this was the time and place to open bids for the sale of a 2014 Ford F250 pickup truck. Mrs. Brandon reported bids as follows: Kris Huber, \$7,000.00; Joe Starr, \$10,501.00; David Bird, \$8,500.00; Clair Heath, \$4,500.00; James Hart, \$5,126.00; Jack Dyer, \$6,221.00; Gary Kaszowki, \$12,277.77; James H. Miller, \$10,200.00; Jeremy Evans, \$13,865.00; Thomas E. Reedy, \$7,555.00; Shane R. Betz, \$12,010.00. Mr. Finn moved to accept the high bid of \$13,865.00 from Mr. Evans. Mr. Hartman seconded. On called vote, all voted in favor.

Under new business, Mr. Holdren moved to approve the tentative 2022 General Fund budget of \$9,505,318.18 in revenues and \$9,505,109.06 in expenditures with no tax increase. Mr. Finn seconded. Mr. Holdren said the spending plan reflects a 3.65% increase over the current budget. Employee-related costs and IT upgrades were the main drivers of the increase. On called vote, all voted in favor.

Mr. Finn moved to set real estate millage at its current 4 mills. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Holdren said a debt tax is necessary to pay for the purchase of the Administration Center property and subsequent renovations to the Admin Center, Courthouse and Prison. The pandemic affected the County's ability to sell land to pay down that debt. However, Woodbine Lane properties are under contract and those proceeds will be used to retire some of the debt. If the County is able to sell other property, those proceeds will go toward debt reduction. Mr. Holdren stressed the debt tax will not be permanent and the County's intention is to retire the debt in 10 years, if not sooner. Mr. Holdren moved to approve a debt tax of .26652 mills. Based on the median assessed value for residential property of \$114,500.00, Mr. Holdren noted the debt tax will be \$30.52. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve the tentative 2022 Liquid Fuels budget of \$445,169.00 in revenues and \$321,975.00 in expenditures. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to approved Resolution R-11-16-2021 for the Bridge 12 Reimbursement Agreement with PennDOT and granting Commissioner Hartman signatory authority on all documents. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren introduced Ms. McLaughlin, who presented a CDBG 2018 budget revision to move \$8,716.71 in unspent funding from the handicapped accessibility project at the Exchange Pool to the DACC bridge entrance reconstruction project. Mr. Holdren moved to approve the budget revision as presented. Mr. Hartman seconded. On called vote, all voted in favor.

Ms. McLaughlin presented an attestation to the 2021 CDBG grant application, which was not included in the original application. The additional language acknowledges if the DCED determines CDBG funds were spent on ineligible costs or do not meet national objectives, the County would be required to repay a portion of the ineligible funds. Mr. Holdren moved to approve the acknowledgment. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a Homeland Security Grant Program Agreement with PEMA as a member of the multi-county North Central Task Force. Under the agreement, which runs from September 1, 2021 through November 30, 2024, the Task Force will receive \$511,515.00 in federal funds. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a professional services agreement with Larson Design Group for engineering services to the Planning Office for 2021. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a service agreement on behalf of the Coroner's Office with Forensic Pathology Associates for calendar year 2022. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve a purchase of service agreement with Snyder County Children & Youth Services from July 1, 2021 through June 30, 2022. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to enter into an agreement for J.L. Nick & Associates to undertake a salary compensation study for \$6,100.00. Mr. Holdren said two years ago Commissioners approved such a project but the process was pushed back. He noted Columbia and Union counties both used the company for similar studies. Mr. Hartman seconded. On called vote, all voted in favor.

ECEN Director Jeremy Brown provided information to the Board on a tower site selection to address deficiencies in northern Columbia County. Mr. Brown said an existing state site in Luzerne County would work well and have no operating costs other than maintaining ECEN's radio equipment. Mr. Finn moved to advise the ECEN Board Commissioners are in favor of the Luzerne site. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Hartman moved to appoint Mr. Finn as the Commissioner representative to the Montour County Conservation District Board for calendar year 2022. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve the 2022 meeting schedule as the second and fourth Tuesday of the month at 11 a.m. with the exception of one meeting on July 26 and one meeting on August 23 and meetings on December 6, 20 and 27. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve legal holidays for 2022 as follows: New Year's, December 31, 2021; Martin Luther King Day, January 17; Presidents Day, February 21; Good Friday, April 15; Memorial Day, May 30; Flag Day, June 14; Independence Day, July 4; Labor Day, September 5; Columbus Day, October 10; Veterans Day, November 11; Thanksgiving, November 24 and 25; Christmas, December 23 and 26. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren announced the cancellation of the December 21 meeting.

Mr. Hartman moved to pay the following bills: General Account, \$91,217.95; Children & Youth, \$27,785.59; Uniform 911, \$0; Human and Community Service, \$875.00; Liquid Fuels, \$92.62; Other Funds, \$44,685.31. Mr. Finn seconded. On called vote, all voted in favor.

There being no further business, the meeting was adjourned.

Submitted by:

Holly A. Brandon, Chief Clerk