

FEBRUARY 13, 2018 MINUTES
Formally approved February 27, 2018 meeting

FULL BOARD PRESENT; Also present: Norma Bird, Treasurer; Susan Kauwell, Prothonotary; Ray Gerringer, Sheriff; Tyler Dombroski, SEDA-COG; Bob Stoudt, MARC; Jamie Shrawder, Danville Borough; Lloyd Bunch, Public; Karen Blackledge, The Danville News; Chris Krepich, PressEnterprise.

Mr. Holdren asked those so inclined to rise for a prayer led by Assistant Solicitor Robert Marks Jr. 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.

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

General Account Disbursements	\$299,878.76
General Account Receipts	\$187,324.11
General Account Checking 1.41%	\$860,798.00
Capital Reserve Fund 1.36%	\$30,034.40
Operating Reserve 1.25%	\$233,566.11
General MMA	\$0.00
Total Checking, MMAs	\$1,124,398.51
Act 13 Highway-Bridge 1.36%	\$173,276.21
Act 44 1.41%	\$77,063.22
Children and Youth Checking 1.41%	\$248,659.71
Flood Mitigation 1.41%	\$1,869.84
Hazardous Material Account Checking 1.41%	\$19,533.69
Human & Community Services Checking 1.41%	\$69,064.41
Improvement Fund Checking 1.41%	\$20,291.84
Liquid Fuels Checking 1.41%	\$276,283.96
Medical Assistance Transportation 1.41%	\$105,302.63
Offender Supervision Account Checking 1.41%	\$44,961.66
Storm Water Ordinance Escrow	\$30,061.05
Transit Fund Account Checking 1.41%	\$52,618.67
Uniform 911 Surcharge 1.13%	\$677,923.33

Mr. Holdren asked for public comment. Ms. Shrawder reported the Borough is moving forward on its Canal Park grant application in conjunction with the Danville Business Alliance and is evaluating alternative locations for the Police Department. In the meantime, the ballroom is still available for public use. She said the Walnut and Railroad

streets signal replacement and the project to re-time signals to alleviate the Routes 11-54 congestion may be done in the summer.

Under old business, Mr. Hartman moved to approve an amendment to a lease agreement with Rabbittransit for parking spaces on Woodbine Lane, changing the monthly rental to \$300.00. As part of the lease, Mr. Hartman's motion included a letter of understanding allowing Rabbittransit workers to utilize the restroom facilities in the Human Services Building. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve amendments to the Children & Youth Services Advisory Board bylaws. Mr. Finn seconded. On called vote, all voted in favor.

Under new business, Mr. Hartman moved to approve an amendment to the 2016 Professional Services Agreement with SEDA-COG to administer the CDBG Program. Mr. Finn seconded. Mr. Dombroski explained one of the projects was abandoned, so the administrative fee will be lower. On called vote, all voted in favor.

Mr. Hartman moved to approve a CDBG 2016 subrecipient agreement with Cooper Township for sewer laterals. Mr. Finn seconded, and asked if eligible homeowners have been identified. Mr. Dombroski said a mailing list will be developed, noting for those residents who do not qualify based on income, information on low-interest loans will be provided. Mr. Finn also suggested referring income-qualified residents to the HOME Program to help bring their residences up to code. On called vote, all voted in favor.

Mr. Finn moved to approve issuance of a request for proposals to provide architectural services for the Prison Annex Project. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Holdren introduced Mr. Stoudt who presented an updated Intergovernmental Agreement of Cooperation for MARC. Originally signed in 2005 by the County, Danville, Washingtonville and Riverside Boroughs and the Danville Area School District, the updates include removing language no longer applicable, addresses public reporting and allows for videoconferencing, which should help with having a meeting quorum. The update needs approval of each member municipality, according to Mr. Stoudt. Mr. Hartman moved to approve the document. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Stoudt provided the Board with an overview of MARC's finances, stating the authority is anticipating an operating loss of \$16,750.00 despite canceling events, reducing acreage to mow and implementing user fees. A drop in contributions by major employers, some of which have gone out of business, has exacerbated the situation, he said, and most of the business donations that do come in are almost always earmarked for the Montour Preserve.

Mr. Stoudt said MARC has traditionally looked to the county through non-General Fund monies to offset the administrative costs of the other areas that it is responsible for, such as the Hess Recreation Area, Hopewell Park and the North Branch Canal Trail. The Authority, he said, is trying to raise awareness and raise funds.

Mr. Holdren said the County wants to continue recreation for its citizens and will have to figure out a different way to do so through public-private partnerships.

Mr. Finn said MARC is important for economic development but also for the people of Montour County, saying he is often at the Hess Recreation Area and it always full of walkers and skateboarders, and that those people are all from here.

Mr. Holdren said the County is anticipating a \$25,000.00 annual allocation of gas well drilling fees from the state. It is anticipated the collection of the fees will continue to grow. Those funds have been used to support MARC. Currently, there is \$10,000.00 in the fund. Mr. Holdren proposed providing \$7,500.00 to MARC now and allocating an additional \$17,500.00 once the annual allocation comes in mid-year. Mr. Hartman made a motion to allocate \$7,500.00 immediately and \$17,500.00 once the annual fee is received. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to award a \$2,000.00 Tourism Fund Grant for MARC's park, trail and river access signage project. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to award a \$3,000.00 Tourism Fund Grant to MARC for its 2018 River Towns Race series. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to award a \$4,550.00 Tourism Fund Grant to the Danville Business Alliance for a downtown bicycle rack initiative. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve and authorize the chairman to sign the 2018 Savin Maintenance and Service Agreement with the Pennsylvania District Attorneys Institute. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve and authorize the chairman to sign an agreement with Infocon Corporation to provide a guardianship tracking system and data conversion for the Orphans Court. Ms. Kauwell explained the system is an enhancement to existing software and will track the guardianship reporting process as mandated by the state Supreme Court from an elder abuse task force recommendation. She said her office will cover the cost of a one-time setup fee of \$250.00 plus an ongoing monthly fee of \$25.00. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Hartman moved to accept a letter of retirement from Chief Assessor Kathleen Shuler effective close of business June 29. Mr. Hartman moved to accept the letter of retirement, thanking Ms. Shuler for her 30 years of service to the Assessment Office and Tax Claim Bureau. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to hire Thomas Pastucha as a full-time Correctional Officer at an hourly rate of \$13.47 effective February 1. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to hire Wesley Shurock as a full-time Correctional Officer at an hourly rate of \$13.47 effective February 12. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to affirm the hiring of Bette Ann Guschel as a part-time Clerk in the Treasurer's Office effective February 1 at an hourly rate of \$10.00. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Finn moved to approve Family Medical Leave Act leave for Jeffrey James, Prison Records Officer, effective February 12. Mr. Hartman seconded. On called vote, all voted in favor.

Mr. Hartman moved to approve Family Medical Leave Act leave for William Dickerson, Zoning Officer, effective February 5. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to pay the following bills: General Account, \$238,393.81; Children & Youth, \$37,016.26; Liquid Fuels, \$474.93; Uniform 911, \$0; Human and Community Service, \$1,124.09. 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