

JULY 26, 2022 MEETING MINUTES

Formally approved at August 30, 2022 meeting

PRESENT Commissioner Chairman Kenneth A. Holdren, Commissioner Trevor S. Finn; Also present: Clair Heath, Sheriff; Greg Molter, Human Services; Tara Mondock, Ethan Howard, Robin Oberdorf, Penn State Extension; Geralee Zeigler, Melissa Matthews, SEDA-COG; Rebecca Dressler 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 Pastor Molter. 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. Holdren seconded.

On called vote, all voted in favor.

General Account Disbursements	\$604,828.87
General Account Receipts	\$559,992.79
General Account Checking .01%	\$2,999,466.48
Capital Reserve Fund .01%	\$4,297.21
Operating Reserve .03%	\$2,267,981.88
Total Checking	\$4,571,745.57
Act 13 Highway-Bridge .03%	\$271,223.28
Act 44 .01%	\$107,003.00
Act 89 .03%	\$184,036.22
American Rescue Plan .00%	\$1,770,535.09
Children and Youth Checking .01%	\$615,253.89
Debt Service Fund	\$303,237.98
Emergency Rental Assistance Program .03%	\$145,585.21
ERAP 2 .01%	\$977,402.96
Flood Mitigation .01%	\$2,816.41
Hazardous Material Account Checking .01%	\$22,745.49
Human & Community Services Checking .01%	\$115,042.32
Improvement Fund Checking .01%	\$13,690.73
Liquid Fuels Checking .01%	\$221,591.86
Offender Supervision Account Checking .01%	\$52,988.70
Storm Water Ordinance Escrow	\$45,261.05
Uniform 911 Surcharge .01%	\$753,215.32

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

Mr. Holdren recessed the meeting to convene a public hearing for the 2022-2023 Human Services Plan. Mr. Molter said the proposed plan encompasses the Housing Assistance Program and Human Services Development Fund. Montour typically receive \$10,812.00 in HAP program funds, which are utilized to assist clients with a month's rent when facing eviction or relocation from existing housing. The funds also provide \$4,000.00 for administrative fees.

The HSDF funds provide \$50,000.00 annually to the County. HSDF funds are used for: in-home meals; homemaker services; transportation assistance; contracted service for after-hours emergency contact and assistance; interagency coordination service; a chore service; and emergency shelter. Under the emergency shelter component of the HSDF, \$10,000.00 is set aside annually for the Gate House to offset the growing need for shelter.

Mr. Holdren called for public comment. There was none. The hearing was adjourned and the public meeting reconvened.

Mr. Holdren called for public comment. Sheriff Heath sought an update on the status of the salary survey. Mr. Holdren said the County met with union representatives this week and continues to assess data. The County is looking to move forward with an action plan sometime in August.

Mr. Holdren welcomed guests Tara Mondock, Ethan Howard and Robin Oberdorf of Penn State Extension. Mr. Howard was introduced as the new Client Relationship Manager for Region 5. Ms. Oberdorf updated 4-H activities, noting the year began with 105 members and is ending with 157.

Under old business, Ms. Zeigler presented results of a request for proposals seeking engineering services for the Hazard Mitigation Grant Program in Anthony Township as follows: Barry Isett Associates Inc., \$19,700.00 and Peters Consultants Inc., \$28,280.00. Both bidders were vetted by SEDA-COG and Ms. Zeigler said both firms are equally qualified. Additionally, both used the same reference, who would work with either again. Ms. Zeigler recommended Peters, citing the company's experience with the Derry Township HMGP, proximity and that the quote is within the program's budget. Mr. Holdren moved to accept the Isett proposal. Mr. Finn seconded, noting the Board is not trying to second guess SEDA-COG, but Commissioners have a fiduciary responsibility to act on the lowest responsible bid. On called vote, all voted in favor.

Ms. Zeigler said the state has approved \$591,465.00 in funding under the HMGP program to acquire and demolish four structures in Anthony Township. Because a historical review in Exchange is required, a six-month extension request has been made to PEMA to keep the project moving forward.

Ms. Zeigler reported the HMGP project in Derry Township is in the closeout process. The total expenditures of \$314,363.19 came in much lower than the \$446,827.00 award. The leftover funding will be returned to FEMA.

She also updated the status of the CDBG-DR buyouts on Iron Street in Danville Borough, under which the acquisition of three flood-prone properties will occur. Ms. Zeigler noted all parties involved – including PEMA and the Department of Community and Economic

Development – are working to address a budgetary shortfall. At this point, it appears CDBG-DR funds will be used for two of the property acquisitions while HMGP funding will be utilized for the third property.

Under new business, Ms. Matthews presented a CDBG project review. Danville Borough received queries for projects on Becker Street and the Boyd House. Another proposal came from the Danville Area Community Center for before- and after-care services. Ms. Matthews said leftover 2019-20 funds could potentially be utilized for before- and after-care programs at both DACC and the Danville Child Development Center. The Farmhouse on Woodbine project is also a consideration for 2022 County funds.

Two bids were received for the Food Pantry HVAC upgrades as follows: LTS, \$48,780.00 and Spotts Brothers, \$93,288.00. Mr. Finn moved to accept the lower bids from LTS. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Finn moved to let bids for maintenance and repairs to five County bridges with bids due back by 10 a.m. August 23. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve the 2022-23 Human Services Plan as presented by Mr. Molter. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a notice of intent to apply for Election Security Grant Funds with Commissioner Dan Hartman to serve as signatory. The funds would be used to enhance election technology and security improvements related to the 2022 elections. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Finn moved to accept a Pennsylvania Veterans' Trust Fund grant award of \$8,500.00 from the Department of Military Affairs. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Finn moved to approve a service agreement on behalf of Montour County Human Services with the Family Services Association of Northeastern Pennsylvania to provide 211 services through its PA 211 help line for after-hour emergency calls at \$782.00 per month. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Finn moved to approve purchase of service agreements on behalf of Children & Youth Services for the period of July 1, 2022 through June 30, 2023 as follows: Columbia County Family Center, Law Offices of Marks, McLaughlin, Dennehy & Piontek, Laurinda J. Voelcker, Esq. and Stephanie J. Webb. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Holdren moved to approve a letter of agreement on behalf of the Coroner's Office and Geisinger Medical Center to provide \$119,066.00 annually for a three-year period through 2024 to support coroner services. The agreement stipulates a 2 percent increase in years two and three. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Holdren moved to draft a letter of support on behalf of Danville Borough's grant application to reconstruct Ferry, Pine and Church Streets. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to approve payment of \$1,350.00 to Arrow Appraisal for appraisals of properties at 60 Iron Street, 67-69 Iron Street and 68-70 Iron Street in conjunction with the property buyouts under the CDBG-DR/Hazard Mitigation Grant Program property buyouts. Mr. Finn seconded. On called vote, all voted in favor.

Mr. Finn moved to approve the hiring of Todd J. Reeder as a part-time Correctional Officer at an hourly rate of \$14.15 effective August 15. Mr. Holdren seconded. On called vote, all voted in favor.

Mr. Holdren encouraged residents to attend the National Night Out on Tuesday, August 2. The annual event will be held from 5 – 7 p.m. at the Washies Playground.

Mr. Finn announced the Young Artists Theater Program's Shakespeare in the Park presentation of "Hamlet" at 6:30 p.m. Saturday, July 30, at Danville Memorial Park.

Mr. Finn moved to pay the following bills: General Account, \$482,993.29; Children & Youth, \$87,348.48; Human and Community Service, \$2,633.54; Liquid Fuels, \$14,485.81; Operating Reserve, \$1,889.20; Uniform 911, \$220,989.68; Other Funds, \$36,845.07. Mr. Holdren seconded. On called vote, all voted in favor.

There being no further business, the meeting was adjourned.

Submitted by:

Holly A. Brandon, Chief Clerk