

The regular weekly meeting of the Huntingdon County Commissioners was held on the above date and time in the Commissioners meeting room with the following being present: Commissioners Sather, Walls, and Thomas; Chief Clerk, Michelle Cerett; Chief Clerk, Michelle Barnett; Solicitor Peter McManamon; Sheriff, Jeff Leonard; Veterans Affairs Director LouAnn Shontz; Planning Director Mark Colussy; Mapping Director Brian Young; CYS Fiscal Supervisor Claudia Conrad; CYS Fiscal Tech, Chris Riling; Visitor's Bureau Director, Matt Price; HCBI Executive Director, Robert Reitman; Conservation District Director, Celina Seftas; Daily News Reporter, Kylie Hawn; and visitors Tom Ritchey, Sean Burke and Jim Cassatt.

The meeting was called to order at 9:30 a.m. by Commissioner Sather followed by prayer led by Commissioner Thomas and the Pledge of Allegiance to the flag led by Commissioner Sather.

It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes) to approve the minutes of the march 7th public meeting.

It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes) to approve the payment of bills.

There were no additions to the Agenda.

It was announced that the public meeting for March 28, 2017 will be cancelled for Commissioners to attend CCAP. Commissioner Thomas announced bridge construction over RT 22 and 26. Commissioner Thomas thanked Michelle Cerett for her past years of service. Commissioner Walls welcomed new Chief Clerk Michelle Barnett. Matt Price announced a tourism summit on March 28th at Huntingdon County Club. At 8:30 AM to 1: 00 PM.

Jim Cassatt asked about the status of the TAN Loan – Commissioner Sather stated the money has been moved. Jim Cassatt also inquired about the CYS 80% reimbursement and asked if the money will be coming soon. Commissioner Thomas explained that the money is reimbursed quarterly. Claudia Conrad explained a payment would be arriving between March 22nd and April 7th.

Jim Cassatt inquired if an issue with bid was resolved for 911 with Compros. Jim Cassatt stated no information was ever provided at a public meeting regarding the bid award. Jim Cassatt feels a change order should be done at a public meeting. Commissioner Walls stated the numbers were included in the bid. Commissioner Sather stated we would review further to ensure compliance. Commissioner Sather also stated the bid contained the options and the bid was presented at a meeting. Commissioner Thomas also state the bid went from 7 towers to 8 towers within the county.

Solicitor addressed the Hotel Tax Ordinance. Comments were received and incorporated. Only new amounts and percentages were revised. The ordinance is ready to be advertised and must be on public display for 7 days.

Sheriff Jeff Leonard was first on the agenda today with a request to consider a contract with Teleosoft record keeping software. The software is being funded by the Records Improvement Fund for \$31650 and annual maintenance of \$6331/yr. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes)

Sheriff Jeff Leonard requested to accept the resignation of Robert Lippmann. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes)

LouAnn Shontz requested approval to attend 2017 PSACDVA Conference held in Lancaster June 19th – June 23rd. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes). LouAnn also stated there is a grant for Veterans Outreach. LouAnn has set up for June 8th.

Claudia Conrad; Chris Riling requested to approve the purchase of a Service Agreement with Glen Mill Schools. This is a residential service for children through the JPO office. The renewal is for 07-01-2016 through 06-30-2017. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Walls, yes; Thomas, yes; Sather, yes).

Mark Colussy requested approval of a Video Marketing contract with GCI Communications to produce a quantity of 6 90 second videos for the county at no cost. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Mark Colussy requested approval to form an Active Transportation Committee to include HCBI Economic Infrastructure, southern Alleghenies Planning and Development and other agencies. Commissioner Walls made a suggestion to contact local farming communities for input. Jim Cassatt asked if DCNR would be involved. Mark Colussy stated he hoped they would be involved. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Mark Colussy requested to accept the resignation of Maureen Safko- Grant Administrator. It was moved by Commissioner Walls, seconded by Commissioner Sather and carried (Thomas, no; Sather, yes with regret; Walls, yes with regret).

Mark Colussy requested approval to advertise hiring for the position of Grant Administrator. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes with regret).

Mark Colussy requested approval to appoint Laurie Nearhood on an interim/ temporary, as needed basis for Maureen's position until a replacement can be hired. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

Mark Colussy announced the prebid Conference on March 27 at 10:30 AM. Bids to be accepted until April 10th and opened at the April 11th public meeting. Construction to begin May through July. Notification has been advertised in the newspaper to appear March 18th and March 22nd. Paint colors to be used have been previously reviewed and approved by the Historical Society. Copies of the contract documents can be provided by Strosser Architecture & Conservation Inc, email: It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; Walls, yes). ted@strosserarchitecture.com. Jim Cassatt stated the advertisement was done prior to approval. Mark Colussy explained that due to timing, the advertisement needed to be placed. Commissioner Sather requested additional advertising to comply.

Mark Colussy requested to approve the execution of Declaration of Covenants for the Clock Tower Project. This is a 15 year term for maintenance and preservation of the property. A covenant is in place currently and Solicitor McManamon has reviewed. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Solicitor McManamon stated the Declaration of Covenants will need to be recorded after all signatures obtained from the Museum Commission. Solicitor McManamon stated due to overlapping of the covenants for Phase I, recording of the Covenant may or may not be required. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather, yes).

HCBI Director Robert Reitman requested authorization for 3 McD's Properties LLC to refinance the EZ loan. Solicitor McManamon stated subordination is required and his office can prepare. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Thomas, yes; Sather, yes; Walls, yes).

Mapping Director Brian Young requested approval of the 911 Service Agreement between Alexandria Borough and Huntingdon County Commissioners. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Sather, yes; Walls, yes; Thomas, yes).

Conservation District Director, Celina Seftas requested to reappoint Mark Brown to the Agricultural Land Preservation Board for a 3year term to expire December 31, 2019. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls, yes; Thomas, yes; Sather yes).

Conservation District Director, Celina Seftas requested to reappoint Chris Shook to the Agricultural Land Preservation Board for a 3year term to expire December 31, 2019. It was moved by Commissioner Walls, seconded by Commissioner Thomas and carried (Thomas, yes; Sather, yes; walls yes).

Conservation District Director, Celina Seftas requested to appoint Nelson Sangrey to the Agricultural Land Preservation Board for an initial 3year term to expire December 31, 2019. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Sather, yes; Walls, yes; Thomas, yes).

Celina Seftas announced various updates to the Conservation District to include a Soil Fertility Workshop to be held March 23rd at Hoss's Restaurant and a River Cleanup for August 27th in Petersburg.

An announcement to reappoint Imogene Blatt, Sarah Locke, Margaret Foster, Nancy MacNamara, Mary Gates, Kathryn Hawn to a one year term of appointment for membership of the Area Agency on Aging Citizens Advisory Board. It was moved by Commissioner Thomas, seconded by Commissioner Walls and carried (Walls yes; Thomas yes; Sather, yes).

There were 2 Veteran Burial Allowances for approval today.

There being no further business, it was moved by Commissioner Walls to adjourn the meeting at 11:06 a.m.

Minutes prepared by Michelle Barnett, Chief Clerk.

Respectfully Submitted,

Jeffrey Thomas, Secretary