

December 5, 2017

The regularly scheduled meeting of the Union County Board of Commissioners was held on Tuesday, December 5, 2017.

**BOARD MEMBERS:** Commissioner Preston Boop, Chairman and John Showers, Vice-Chairman and John H. Mathias, Secretary.

**GUESTS:** Sharon Koppel, John Mitchell, Doug Orbaker, Diana Weikel, Treasurer, Cheryl Kahl, Greg Katherman and Jeff McClintock, Finance Director.

**STAFF:** Diana L. Robinson, Chief Clerk, Sheryl Vrabel, Executive Administrative Assistant.

### ACTION MINUTES

#### A. MINUTES

Motion by Commissioner Showers, second by Commissioner Mathias, to approve the minutes of November 28, 2017. Motion carried and all members voted yes.

#### B. OPEN FORUM

#### C. NEW BUSINESS

Motion by Commissioner Mathias, second by Commissioner Showers, to approve payables ending December 1, 2017 in an amount of \$326,060.71. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve application for burial expenses for deceased service person's spouse for Bessie Ruhl and Dorothy Hovey. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to approve the recommendation from the Union County Redevelopment Authority to re-appoint Diane Meixell, member, for a 5 year term, January 1, 2018 to December 31, 2022. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to accept the notice of retirement from Robert Lynch, with regret, from the Union County Higher Education Facilities Financing Authority effective December 31, 2017. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to appoint Matt Hoffman to the Union County Hospital Authority for a five year term January 1, 2018 to December 31, 2022. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve and sign the General Waterway Permit transfer document to complete the transfer of the ownership to the Pennsylvania Game Commission of County Bridge No. 114 over Spring Creek. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to approve Consulting Agreement with MAXIUS Consulting Services, Inc. for a three year term at \$6,800 per year (for in-direct cost plan services) for FY 2017-2018 and 2019. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to approve Cooperative Agreement for Union County and Kelly Township for FFY 2016 CDBG Funds in the amount of \$78,044 for the Township Park Restrooms project. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve the Professional and Administrative Services Agreement with SEDA-COG for FFY 2016 CDBG program in the amount of \$87,680. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to approve the Cooperative Agreement Union County and Lewisburg Borough for FFY 2016 CDBG Funds in the amount of \$80,080 for the Lewisburg Boroughwide Curbcuts and South Sixth Street Reconstruction projects. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to accept the copier lease proposals submitted as follows:

Edwards Business Systems	\$2,279.10/month
Xerox	\$2,662.37/month
TOPP Business Solutions	\$2,119.48/month

Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve the award of the copier proposal to TOPP Business Solutions at a cost of \$2,119.48 per month. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to approve Resolution Number 17 for 2017 to readopt plans and policies which must be maintained, addressing civil rights and other procedural requirements as the subgrantee of Federal CDBG funding. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve the Language Access Plan for Union County for Housing and Urban Development funded programs and approve Resolution Number 18 for 2017 appointing the Chief Clerk as the Language Access Coordinator. Motion carried and all members voted yes.

Motion by Commissioner Showers, second by Commissioner Mathias, to approve Resolution Number 19 for 2017 appointing the Chief Clerk as the Section 504 Compliance Officer and Establishing a Grievance Procedure. Motion carried and all members voted yes.

Motion by Commissioner Mathias, second by Commissioner Showers, to adjourn the regularly scheduled meeting to hold the Union County Salary Board Meeting. Motion carried and all members voted yes.

The regularly scheduled meeting reconvened

Motion Commissioner Showers, second by Commissioner Mathias, to adjourn the regularly scheduled meeting to hold the Union County Election Board Meeting. Motion carried and all members voted yes.

The regularly scheduled meeting reconvened.

Motion by Commissioner Mathias, second by Commissioner Showers, to adjourn the regularly scheduled meeting to hold the Union County Retirement Board Meeting. Motion carried and all members voted yes.

The regularly scheduled meeting reconvened

Commissioner Boop declared meeting adjourned.

Union County Commissioners

Diana L. Robinson  
Chief Clerk

Sheryl Vrabel  
Executive Administrative Assistant