

September 1, 2020

The regularly scheduled meeting of the Union County Board of Commissioners was held via video conference on Tuesday, September 1, 2020.

BOARD MEMBERS: Commissioner Preston Boop, Chairman, Jeff Reber, Vice-Chairman and Stacy Richards, Secretary (partial attendance)

GUESTS: Becky Perez, TeaJay Aikey, Mitzi Gallagher-Long, Katie Evans, Roberta Greene, Matt Ferrand, Eric Scicchitano, Sonia Showers, HR Director, Diane Reigle, Treasurer, Greg Katherman, Elections Director, Jeff McClintock, Finance Director

STAFF: Susan Greene, Chief Clerk, Jonathan DeWald, Solicitor and Sheryl Vrabel, Executive Administrative Assistant.

### ACTION MINUTES

#### A. MINUTES

Motion by Commissioner Reber, second by Commissioner Boop, to approve the minutes of August 11, 2020. Motion carried and all members voted yes.

#### B. OPEN FORUM

#### C. NEW BUSINESS

Motion by Commissioner Reber, second by Commissioner Boop, to approve payables ending the week of August 28, 2020 in an amount of \$577,671.77. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve application for burial expenses for deceased service persons for Matthew Harrison, Mark Gray and application for burial expenses for deceased service person's grave for Truman Riegel, Jr., Walter Jones, John Miller, Matthew Harrison, John Hess, Donald Shively and application for deceased service man's widow for Betty Heim. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve the Resolution Number 25 for 2020 to submit Union County's FFY 2020 Community Development Block Grant (CDBG) application to the Pennsylvania Department of Community and Economic Development. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Treasury Management Master Services Agreement with Susquehanna Community Bank and Union

County for banking and treasury management services effective September 1, 2020. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to award Bridge Maintenance and Repair Contract to the low bidder, Mid-State Paving, Inc. in the amount of \$61,101.70. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve purchase of electronic poll books for Election Department from Election IQ at a cost of \$94,650 to be funded by CARES Grant. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Memorandum of Understanding with Union County and Greater Susquehanna Valley Chamber of Commerce to provide services associated with dissemination of CARES Act funding effective August 6, 2020. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Memorandum of Understanding with Union County and Central PA Chamber of Commerce to provide services associated with dissemination of CARES Act funding effective August 6, 2020. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Memorandum of Understanding with Union County and Greater Susquehanna Valley United Way to provide services associated with dissemination of CARES Act funding effective August 6, 2020. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve awardees for CARES Small Business Non-Profit Recovery & Sustainability Fund up to \$15,000 maximum each for a total of \$1,671,013.56 as presented. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve appointment of Leslie Temple to the DRIVE Board for a three (3) year term, September 1, 2020 to December 31, 2023. Motion carried and all members voted yes

Motion by Commissioner Reber, second by Commissioner Boop, to approve appointment of Dean Girton to the DRIVE Board for a one (1) year term, September 1, 2020 to December 31, 2021. Motion carried and all members voted yes.

Motion by Commissioner Boop, second by Commissioner Reber, to approve Jeff Reber as Commissioner Representative the DRIVE Board for a one (1) year term, September 1, 2020 to December 31, 2021. Motion carried and all members voted yes

Motion by Commissioner Reber, second by Commissioner Boop, to approve Audit proposal from MaherDuessel for the 2020 Audit in the amount of \$49,800, 2021 Audit in the amount of \$51,500 and 2022 Audit in the amount of \$53,300. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to accept the resignation of Kim Zerbe, with regret, administrative assistant in the Elections Office, effective December 31, 2020. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Chesapeake Bay Technician job description as presented. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve appointment of Shauna Klingler to the Affordable Housing Fund Board for a (2) year term, September 1, 2020 to June 30, 2022. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve Agland Preservation Sales Agreement for Elvin E. & Molly B. Stoltzfus for crop farm located in Kelly Township for 124.47 acres for \$318,456.50. This is 50% county funded and 50% stated funded. Motion carried and all members voted yes.

Motion by Commissioner Reber, second by Commissioner Boop, to approve the recommendation of the Union County Affordable Housing Fund Board to provide \$15,000 for a first-time homebuyer to purchase property in Lewisburg. Motion carried and all members voted yes.

Commissioner Boop recessed regularly scheduled meeting into Salary Board meeting.

The regularly scheduled meeting reconvened.

Commissioner Boop recessed regularly scheduled meeting into Election Board meeting.

The regularly scheduled meeting reconvened.

Commissioner Boop declared meeting adjourned.

Union County Commissioners

Susan Greene  
Chief Clerk

Sheryl Vrabel  
Executive Administrative Assistant