

The regular meeting of the Clearfield County Commissioners was held on Tuesday, July 13, 2021 with Chair Sobel conducting the meeting. The following were in attendance: Commissioners Scotto and Glass; Heather Bozovich, Solicitor; Tom Adamson, Controller; Lisa Kovalick, Executive Director - Redevelopment Authority of Clearfield County; Yvonne Lehmann, WOKW Radio; Jessica Shirey, gantdaily.com; Jeff Corcino, Progress/Courier; Lisa McFadden, Chief Clerk.

Minutes of the previous meeting of June 22, 2021 were approved by Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Controller Adamson presented the following bills for approval: General Fund, \$8,491, 933.31; Operating Reserve, \$3,749.31; 911 Fund, \$299,003.74; Communities Development Block Grant, \$2,983.92; Domestic Relations, \$298,453.17; Children Youth Services Fund, \$76,625.63. Approval of the bills by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Personnel Changes

New Hires – Jennifer Sterner, Secretary II/Domestic Relations, effective 7/6/21.

G. Jean Collins, Temporary License Clerk/Treasurers Office, effective 7/12/21

Makenzie Hullihen, Temporary License Clerk/Treasurers Office, effective 7/12/21

Lewis Kuklinski, Temporary License Clerk/Treasurers Office, effective 7/12/21

Transfers – Christine Irwin from Legal Secretary II to Legal Secretary III, Public Defenders office, effective 6/17/21.

Janelle Mescall, Adult Probation Officer to DUI Coordinator, effective 7/1/21

Derek Dixon, DUI Coordinator/Adult Probation to Supervisor/Cost & Fines, effective 7/1/21.

Separations/Retirements

Frank Verbeck, Security Staff, effective 6/14/21.

Kelsey Eliason, 911 Telecommunicator, effective 7/7/21

Brittany Welder, 911 Telecommunicator, effective 7/8/21

Jamie Lockett, Caseworker/CYS, effective 7/9/21

Alex Gudalis, Telecommunicator/911, effective 7/16/21

Camryn Richards, Caseworker, effective 7/23/21

Kelsey Vitullo, Caseworker Supervisor, effective 7/29/21.

Nannette Renchen, Corrections Officer/Jail, effective 8/4/21

FMLA/Leave of Absence Requests

MA04967 Excused intermittent, unpaid leave of absence from 5/17/21-7/9/21.

Approval of the personnel changes by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Public Comment - None

Old Business: Solicitor Bozovich presented a HIPAA Business Associate Agreement Addendum with AVANCO. The agreement

New Business

Lisa Kovalick asked the Board to consider award of the 2021 Affordable Housing Trust Fund Applicants and provided the following information:

Recently Clearfield County solicited applications for affordable housing activities from the Clearfield County Affordable Housing Fund. Projects which increase the availability of quality affordable housing to any county resident whose annual income is less than the median income of county were considered.

Eligible projects may include owner occupied rehabilitation, rental rehabilitation, first time home buyers programs, housing counseling programs, emergency repair programs, elderly, special needs, & disabled housing, veterans housing, new home construction, land banks, transitional housing, homeless shelters, , foreclosure prevention, emergency rental assistance, and bridge loans for rental housing development.

Five applications were received and reviewed by the Redevelopment Authority of Clearfield County, Clearfield County Planning Office, and the Commissioners based on the program guidelines. The request for funds totaled \$75,000, which was more than the award funding available therefore not all projects could be funded or fully funded. Upon the 2021 award of funds the County will have awarded over \$400,000 in Affordable Housing Trust funds since 2012.

1. Clearfield County Housing Authority (Rental Repair Program) The Housing Authority is seeking assistance to create a program that provides an incentive for private investment in the improvement of rental units.

This program would offer landlords 50% reimbursement of costs for making such improvements up to \$1,000. This ensures that there are quality rental units available thereby assuring that County families have safe decent and affordable housing. (Matching funds \$15,000.00)
\$ 15,000.00

2. Young People Who Care continues to meet the needs of those who fall between the cracks of county human service agencies and those who do not have the financial resources to meet their basic or housing needs. With AHTF funding the provide housing repair services varying from cleaning, painting, moving, small home repairs, major inside/outside safety rehabilitation project, basic appliances, emergency repairs and other basic needs of the living areas. (Matching Funds \$73,150.00) \$15,000.00

3. Real Equity, LLC is a private for profit developer. Real Equity LLC is seeking funds to develop transitional housing in the DuBois area, to address the needs of the homeless and at risk homeless individuals. This project will offer housing support, depending on the service needs of the individual. Services will be offered through a coordinated effort among the owners, property management staff, on-site staff, and the residents themselves; ensuring a healthy living environment for all individuals involved.(matching funds \$34,380.00)
\$15,000.00

4. Redevelopment Authority of Clearfield County seeks funds to establish a first time homebuyer's revolving fund program. This program will assist moderate-income (established by HUD) individuals and families with closing cost of their first home. RACC will offer first time homebuyer counseling prior to offering those interested a no interest loan for closing costs, with repayment due upon sale of the home. (matching funds \$17,500)
\$15,000.00

TOTAL FUNDS AWARDED \$60,000.00

Approval of the awards by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously

Purchase of Service Agreement with Lifespan was approved by motion of Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Liquid Fuel allocations were presented for the following: Glen Hope Borough, \$3,000; Chest Township, \$3,190.28; Karthaus Township, \$3,332.94. Approval by Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Commissioner Glass noted the need to obtain RFP's for the emergency replacement of the Fire Alarm System at the County Jail. The alarm system has been recently inspected and found to be in need of replacement. Commissioner Glass made a motion to authorize an RFP be drafted and prepared for replacement of the fire alarm system once the information is received from ABM, seconded by Commissioner Scotto; motion carried unanimously.

Solicitors Report

Solicitor Bozovich reported preliminary objections have been filed and will be heard on July 23, 2021 for the lawsuit that was filed against numerous Prothonotary Office throughout the Commonwealth. She will keep everyone posted as more information becomes available.

Motion to adjourn by Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Lisa McFadden, Chief Clerk