

The Huntingdon Borough Administrative Committee meeting was held in the Borough Council Room, 530 Washington Street, Huntingdon, PA 16652.

Guest present were John Young and the Aurand family.

Members present were President James Bair, Vice-President David Fortson, Councilwoman Dee Dee Brown, Councilwoman Jennifer Powell, Councilman Terry Green, Councilman Robert Jackson, Councilman David Quarry, Mayor Thomas Yoder, Code Enforcement Officer James Morris, Chief of Police Charles Streightiff, Borough Manager Chris Stevens and Borough Secretary Richard King.

Auditors present by Webex Conference were John Taylor and John Compton from Baker Tilly.

Chairman James Bair called on the Auditor's report.

John Compton said the borough had an excellent year. John said that the cooperation was very good from the borough office employee's.

John Compton then went over some of the audit report with the committee.

John Taylor then went over the audit report internal control finances, and the 4 findings with the committee.

John Compton said to make sure we file the audit on EMMA, where the deadline is September.

**Auditors left the meeting at 6:01 PM.**

Borough Manager Chris Stevens went over the findings with the committee.

Chairman James Bair recognized the guest present and ask for their comments.

There were no comments made.

**Jennifer Powell left the meeting at 6:02 PM for another commitment.**

Chairman James Bair called on the Mayor's report.

Thomas Yoder had nothing to report.

Chairman James Bair called on the Borough Solicitor's report.

Richard Wilson spoke on the response received from Comcast and that they have to have a contract in place no less than 7-years. Rich said they will be adding another channel to this.

Chairman James Bair ask Solicitor Wilson what his opinion was on the 7-years?

Richard Wilson said that if Congress would pass to include streaming, that Comcast would need to renew another contract agreement.

Chairman James Bair said what happens if someone else would come in with cable?

Richard Wilson said they could but he doubts it.

Councilman Robert Jackson said with the local channel can we sell advertisements?

Richard Wilson said no.

**The Administrative Committee recommends a motion to sign the 7-year Contract Agreement with Comcast.**

Richard Wilson said that with the Zoning changes in group homes, he would suggest that we do not change this at this time do to lawsuits.

Richard Wilson said that his advice is to having the Zoning Ordinance revised if we wanted to include changes such as no group homes within 2500 feet of another group home.

Chairman James Bair called on the Borough Manager's report.

Chris Stevens had nothing to report.

Chairman James Bair called on Old Business.

There was nothing reported under Old Business.

Chairman James Bair called on New Business.

John Young was there to discuss the minor sub-division of the Aurand property and said this has gone thru various commissions and needs borough permission.

John Young said there are three properties that they want to make into two properties to build regular homes on these lots.

**The Administrative Committee recommends a motion to approve the minor sub-division of the Aurand property from three lots to two lots to build regular homes.**

James Morris presented Resolution No. 2022-06 setting the Lock Box Application fee to be \$50.00 to cover expenses to take effect July 1, 2022.

**The Administrative Committee recommends a motion to approve Resolution No. 2022-06 setting the Lock Box Application Fee to be \$50.00 to cover expenses to take effect July 1, 2022.**

**Executive Session was called for Personnel Issues at 6:18 PM.**

**Executive Session ended at 6:28 PM with no action taken.**

Chairman James Bair called on Any Other Business.

Chairman James Bair said he would like to make a change to a few committee meetings by making the Community Development Committee meeting to be at 3:30 PM and the Public Safety Committee meeting to be at 4:00 PM so some people can make the meeting.

**The Administrative Committee recommends a motion to make a change in the committee meetings to move the Community Development Committee to 3:30 PM and to move the Public Safety Committee to 4:00 PM so some people can make the meeting.**

After no further business, the Administrative Committee meeting was adjourned at 6:43 PM.

Minutes submitted by,

Richard S. King  
Borough Secretary

