The Huntingdon Borough Administrative Committee meeting was held in the borough conference room, 530 Washington Street, Huntingdon, PA 16652.

There were no guest present for this meeting.

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

The Administrative Committee meeting was called to order at 5:42 by Chairman James Bair.

Chairman James Bair called on the Mayor’s report.

Thomas Yoder had nothing to report on.

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

Richard Wilson said we will be closing on the Beard Estate within a couple week.

Borough Manager Chris Stevens said he believes it will be on May 11th.

Richard Wilson said we will have a Liquor License Transfer hearing at 7:00 PM on Tuesday, May 17th.

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

Chris Stevens said in your packets you have a working draft of a Micro Loan Program that you will need to look over and make any changes you would want included and give back. Chris said he wants this to be as simple as possible.

Chris Stevens said for the board, there needs to be a grants person, bank person and a business owner.

Chris Stevens said this is for people that want to start a business and cannot get money from the bank, improve a business or to be used for startup equipment.

Chris Stevens said the board would submit the application(s) to council for their approval.

Chris Stevens said we have $2,700.00 in this, and approved $88,000.00, with $32,000.00 owed. Chris said that we cannot bring in more than $35,000.00 per year.

Chris Stevens said the Non-Uniform is ready to negotiate their contract.

Chris Stevens said that Downtown Joe’s is coming up on 1-year and would like to close off a portion of Allegheny Street and have food trucks on Allegheny Street.

Chairman James Bair called on Old Business.

Code Enforcement Officer James Morris spoke on the Blair Building. James said there are phases they will go thru and the completion date will be in 2024 or 2025. James said the Engineers are doing their study and preparing to start the pre-construction phase around June 28th.

James Morris said he met with their safety manager about material falling down and putting fabric on the fence. James said he also mentioned about posting future plans on a billboard.

James Morris said he would also post this on our website.

Councilman Robert Jackson said the fence needs to be stable and secured.

Councilwoman Jennifer Powell ask about the security issues and site line.

James Morris said the hearing he would postpone until next month.

Chairman James Bair ask about the Huntingdon Electric property.

James Morris said he has been in contact with them and they had a business that wanted to purchase this property but wanted the whole block so they backed out.

James Morris said that Huntingdon County Business Bureau has 3 or 4 companies that want to expand and will wait 2 to 3 months then will put a letter out to the owner of the property about working on the sidewalk and property.

Chairman James Bair called on New Business.

Code Enforcement Officer James Morris said he would like to appoint Mark S. Bernheim to the Planning Commission with term to expire January 2025.

**The Administrative Committee recommends a motion to appoint Mark S. Bernheim to the Planning Commission with term to expire January 2025.**

Executive Session was not called for.

Chairman James Bair called on Any Other Business.

There was nothing reported under Any Other Business.

After no further business, the Administrative Committee meeting was adjourned at 6:19 PM.

Minutes submitted by,  
  
  
  
Richard S. King  
Borough Secretary