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

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, Borough Solicitor Richard Wilson, Mayor Thomas Yoder, Code Enforcement Officer James Morris, Borough Manager Chris Stevens and Borough Secretary Richard King.

There were no guest present for this meeting.

Chairman James Bair called the Administrative Committee meeting to order at 5:30 PM.

Chairman James Bair called on the Mayor’s report.

Thomas Yoder said that he has check around and would like to have the Borough Council meeting changed to 7:00 PM instead of 7:30 PM. He said that some Borough Council meetings start anywhere from 5:30 PM to 7:00 PM.

President James Bair asked what the wishes were of council.

**The Administrative Committee recommends a motion to change the Borough Council meeting starting time from 7:30 PM to 7:00 PM starting in September 2022.**

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

Richard Wilson said he had submitted to Borough Council and George Drobnock a proposed draft of the Microloan Ordinance to review.

Richard Wilson said that he would recommend that no one from Borough Council be put on the Loan Commission Committee because of the appeals will go to council.

Richard Wilson said we should have a banking person, attorney, accountant and business owner on this Committee.

The committee had some word corrections and additions to this ordinance along with some questions.

Richard Wilson said that Borough Council should make some calls on who they want on the Committee.

Chairman James Bair told the committee to give their list of names to Chris Stevens and then council will pick 5 members.

Richard Wilson said the Busko property has been listed with a realtor and there is work be done already.

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

Chris Stevens said the 3 items on the Agenda are because the Isett Community Swimming Pool is killing the credit card.

Chris Stevens said he would like to increase the credit card with First National Bank, $10,000.00, get a second card for the Isett Community Swimming Pool and to approve the resolution of the above mention and to have him sign this.

**The Administrative Committee recommends a motion to increase the current credit card $10,000.00 with First National Bank, to get a second card for the Isett Community Swimming Pool and to approve the resolution of the above and to have Borough Manager Chris Stevens sign for this.**

Chris Stevens said that David Myers from Country Systems is retiring and will not be our IT person. Chris said that he has already started exploring more options for internet and has a meeting with RBA next week.

Chris Stevens said the borough server is due to be replaced. Chris said the police side has already been replaced.

Chris Stevens said that this will be coming where the Insurance Company will be doing a Cyber Security Audit and things will need changed.

Chairman James Bair called on Old Business.

There was nothing reported under Old Business.

Chairman James Bair called on New Business.

There was nothing reported under New Business.

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 6:03 PM.

Minutes submitted by,

Richard S. King
Borough Secretary