

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENEED THIS DATE AT 10:33 A.M. IN THE COMMISSIONER'S MEETING ROOM, COURTHOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS GERHARD AND O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR AHNER, SOLICITOR MISCAVIGE, AND EXECUTIVE SECRETARY MARIANNE BUTRIE.

THE COUNTY TREASURER AND THE COURT ADMINISTRATOR WERE ALSO PRESENT.

COMMISSIONER NOTHSTEIN WAS ABSENT.

**MOMENT OF SILENCE:**

A MOMENT OF SILENCE WAS OBSERVED.

**PRAYER:**

THE VICE-CHAIRMAN OFFERED THE PRAYER EXTENDING CONDOLENCES TO THE FAMILIES OF THE VICTIMS OF THE LAS VEGAS MASSACRE AND GRATITUDE FOR THE FIRST RESPONDERS.

**PLEDGE OF ALLEGIANCE:**

THE MEETING OPENED WITH THE PLEDGE OF ALLEGIANCE.

**OFFICIAL ACTIONS OF THE CARBON COUNTY BOARD OF COMMISSIONERS:**

**MINUTES:**

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD SEPTEMBER 28, 2017.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES

**GUESTS (CONCERNING COUNTY BUSINESS):**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**OPENING OF RFPS:**

**#17-404 CARBON COUNTY BRIDGE #17 GUIDERAIL:**

THERE WERE NO PROPOSALS RECEIVED FOR CARBON COUNTY BRIDGE #17 GUIDERAIL.

**EXECUTIVE SESSIONS:**

THE VICE-CHAIRMAN REPORTED THAT THERE WERE NO EXECUTIVE SESSIONS HELD.

**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS:**

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED OCTOBER 5, 2017.

BOARD POLLED: O'GUREK YES  
 GERHARD YES

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 133493 THROUGH 133616 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 433,799.69
RENTAL PROPERTY FUND	\$ 698.51
COUNTY PARKING FUND	\$ 2,231.36
LIQUID FUELS TAX FUND	\$ 166.00
AREA AGENCY ON AGING FUND	\$ 96,198.59
CHILDREN & YOUTH FUND	\$ 110,842.32
HUMAN SERVICE AGENCY FUND	\$ 2,667.63
DOMESTIC RELATIONS 4D FUND	\$ 22,488.68
WORKFORCE INVESTMENT ACT FUND	\$ 9,432.49
PARKS & RECREATION FUND	\$ 14,347.18
CARBON TRANSPORTATION SYSTEM FUND	\$ 64,806.30
9-1-1 FUND	\$ 20,160.17
HAZ-MAT RESPONSE FUND	\$ 40.01
CENTRALIZED BOOKING FUND	\$ 14.15
CAPITAL PROJECTS FUND	\$ 12,841.86
FRINGE BENEFIT PAYMENT FUND	\$ 482,865.85
PAYROLL FUND	\$ 90,165.28
TAX CLAIM FUND	\$ 40,041.42
TOTAL:	\$ 1,403,807.49

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE PAYMENT OF THE CHECK NUMBERS AS LISTED ABOVE.

BOARD POLLED: O'GUREK YES  
 GERHARD YES

**TREASURER'S REPORT:**

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO ACCEPT THE TREASURER'S REPORT DATED SEPTEMBER 30, 2017 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF SEPTEMBER 30, 2017:**

GENERAL FUND CHECKING ACCOUNT	\$ 3,705.84
PAYROLL CHECKING ACCOUNT	\$ 151,899.99
GENERAL FUND SP NOW	\$ 12,451,082.26
OPERATING RESERVE	\$ 940,652.17
RENTAL PROPERTY	\$ 206,984.30

PARKING FUND	\$ 806,915.97
LIQUID FUELS	\$ 408,619.46
AREA AGENCY ON AGING	\$ 262,242.99
CHILDREN & YOUTH	\$ 1,164,536.09
HUMAN SERVICES AGENCY FUND	\$ 14,658.67
DOMESTIC RELATIONS	\$ 100,927.87
WORKFORCE INVESTMENT ACT	\$ 29,346.52
PARKS & RECREATION FUND	\$ 191,914.70
CARBON TRANSPORTATION	\$ 65,150.95
9-1-1 FUND	\$ 1,549,981.11
HAZMAT RESPONSE FUND	\$ 124,258.78
OFFENDER SUPERVISION	\$ 492,854.83
ADULT ELECTRONIC MONITORING	\$ 166,687.91
FARMLAND PRESERVATION	\$ 89,066.95
HUMAN SERVICES DEVELOPMENT	\$ 7,158.37
HOMELESS GRANT	\$ 211.08
CENTRALIZED BOOKING	\$ 108,923.80
VICTIM WITNESS	\$ 5,130.47
RECORDER OF DEEDS IMPROVEMENT	\$ 23,062.21
COUNTY RECORDS IMPROVEMENTS	\$ 12,228.76
JUVENILE SUPERVISION	\$ 30,664.12
COMMUNITY SERVICE FEE FUND	\$ 11,869.89
PROTHONOTARY AUTOMATION FUND	\$ 52,380.77
AFFORDABLE HOUSING FEE	\$ 334,296.79
CLERK OF COURTS AUTOMATION FUND	\$ 3,275.97
REGISTER OF WILLS	\$ 6,372.59
JUVENILE ELECTRONIC MONITORING FUND	\$ 5,921.32
VITAL STATISTICS FUND	\$ 45,295.12
SUBSTANCE ABUSE EDUCATION FUND	\$ 118,849.70
LIQUID FUELS/ACT 44 FUND	\$ 290,395.09
ACT 13 BRIDGE IMPROVEMENT FUND	\$ 416,453.67
VICTIMS SERVICE FUND	\$ 68,820.23
HOTEL EXCISE TAX FUND	\$ 373,053.75
CDBG FUND	\$ 110.65
DEBT SERVICE FUND	\$ 1,876,075.20
CAPITAL PROJECTS FUND	\$ 9,656,233.30
FRINGE BENEFITS PAYMENT FUND	\$ 518,537.12
TAX CLAIM FUND	\$ 541,020.18

BOARD POLLED: O'GUREK YES  
 GERHARD YES

THERE WAS NO SALARY BOARD MEETING HELD THIS DATE DUE TO LACK OF A QUORUM.

**PERSONNEL REPORT:**

**RETIREMENT:**

**CAROL J. MALATAK**, NESQUEHONING, PA – ADMINISTRATIVE SECRETARY, TAX ASSESSMENT – EFFECTIVE OCTOBER 4, 2017.

**HIRES:**

**ALEXANDER Z. RANKOVICH**, LEHIGHTON, PA – PART-TIME DISPATCHER/TRAINEE, COMMUNICATIONS CENTER – EFFECTIVE OCTOBER 10, 2017.

**JEREMY SCHOTT**, DRUMS, PA – PART-TIME DISPATCHER/TRAINEE, COMMUNICATIONS CENTER – EFFECTIVE OCTOBER 10, 2017.

**CHANGES OF STATUS:**

**ROBERT E. GOGEL JR., DANIELSVILLE, PA**

FROM: SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF'S OFFICE  
TO: SPECIAL DEPUTY SHERIFF, SHERIFF'S OFFICE  
EFFECTIVE: SEPTEMBER 29, 2017

**BRIAN D. HAWK, BETHLEHEM, PA**

FROM: SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF'S OFFICE  
TO: SPECIAL DEPUTY SHERIFF, SHERIFF'S OFFICE  
EFFECTIVE: SEPTEMBER 29, 2017

**LEAVE OF ABSENCE:**

**BUILDINGS & GROUNDS**

**RAYMOND G. DONNELLY, JIM THORPE, PA**

FROM: OCTOBER 23, 2017  
TO: JANUARY 1, 2018

**SEMINAR/TRAINING REQUESTS:**

**A..REA AGENCY ON AGING**

**SUSAN E. ZEIGLER**

**DANYELLE M. NEIFERT**

**CONNIE M. LYNN**

2017 PROTECTIVE SERVICES CONFERENCE

HARRISBURG, PA

COST: LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**CHILDREN & YOUTH SERVICES**

**MEGAN K. CROIZIER**

FOSTER CARE EDUCATION TRAINING

KINGSTON, PA

COST: MEALS

**CHILDREN & YOUTH SERVICES**

**SALLIANNE S. NEWTON**

**JILL M. GEISSINGER**

LIABILITY & RISK MANAGEMENT

HARRISBURG, PA

CONFERENCE FEE: \$50 EACH

**COOPERATIVE EXTENSION**

**KATHLEEN M. STORASKA**

AREA 4 IBIS TRAINING

WEST PITTSBURGH, PA

COST: MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**ELECTIONS**

**LISA R. DART**

ELECTRONIC POLL BOOK DEMONSTRATIONS

WILKES-BARRE, PA

COST: MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**INFORMATION TECHNOLOGY**

ALEX M. POPE  
CYBER SECURITY TRAINING  
HARRISBURG, PA

**CLERK OF COURTS/BUREAU OF COLLECTIONS**

ERIC JOHNSTON	STEPHANIE CUSANELLI	JULIE HARRIS	ANNE ZURN
CARLA FRITZ	MARIAH MAY	DAWN ANTIGNANI	

**PROTHONOTARY**

DEBRA HOHERCHAK	KELLY SOLT	LEH ANN LIGHT
MICHELE GALLAGHER		

**REGISTER OF WILLS**

BARBARA MILLER	DEBORAH GIGLIOTTI	KATHLEEN PAUL
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**SHERIFF**

CAROLYN MALIK	CHRISTOPHER LEKKA	DANIEL LONG	DANIEL MCLEAN
MICHELLE MILLER	JAMES BONNER	JOSEPH HAGER	KAREN FLEXER
KRISTY CUMMINS	NATHANIEL HREBIK	ROBERT BLISARD	RYAN REHATCHEK
CORY LLEWELLYN	ANDREW WENRICH	MITCHELL KRAMER	

KNOWB4 WEB BASED SECURITY TRAINING WEBINAR  
JIM THORPE, PA

**COURTS SEMINAR/TRAINING REQUEST ACKNOWLEDGEMENTS:**

**ADULT PROBATION**

RICHMOND PARSONS	CHERYL HONCHEN	CLIFFORD ECKHART	DEREK GEORGE
JESSICA CRESSLEY	JILLIAN MCGINLEY	JOSEPH BERKE	JOSEPH BETTINE
KIMBERLY COOPER	MATTHEW KIMMEL	TAMMY WALL	SCOTT GILLESPIE
ERIC YUKNEK	REBECCA CANCELLIERE	PAUL KATTNER	

**COURT ADMINISTRATION**

FRANCINE HEANEY	KRISTIN LEFFLER	SARAH SHERER	JOLENE REMUS
PATRICIA LAWLESS	SHERRI KLEINTOP	CARLA HILL	RAYONNA FEDOR
ALI MCCALL YOUNG	JOANNE DONNELLY	NICHOLAS SEAMAN	

**COURT COMPUTER**

ANN SCHLOUGH	REBECCA COLLURA
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**JUVENILE COURT**

JAMES DODSON	CRYSTAL SMITH	JANELL BALLIET	JOSEPH GRECO
KIMMY MULIK	PAUL ZONA	MAE CROUTHAMEL	

**DISTRICT JUSTICE**

WENDY SMELAS	CARLA BARTELT	KIMBERLY HOUSER	SUSAN JOYCE
GAIL BERGER	JAMIE GRAVER	MICHELE HUSZAR	DAWN ORSULAK

<b>DONNA PECK</b>	<b>JOANNE RECLA</b>	<b>KAREN RAYNO</b>	<b>JESSICA KOSCO</b>
<b>KIMBERLY BUTALA</b>	<b>LYNN MARIE DONNELLY</b>		

**DOMESTIC RELATIONS**

<b>PIERRE GUICHARDAN</b>	<b>BRIDGET JOHNSTON</b>	<b>CHRISTINE LECLAIR</b>	<b>CRYSTAL STEIN</b>
<b>KAREN GASKER</b>	<b>RACHEL MOYER</b>	<b>SHAWN JONES</b>	<b>RASHUNDA YUHAS</b>
<b>STACY KATTNER</b>	<b>SUSAN BOLTON</b>	<b>TEAH REICHARD</b>	<b>VERA KOIN</b>

KNOWB4 WEB BASED SECURITY TRAINING WEBINAR  
JIM THORPE, PA

MOTION BY MR. O’GUREK, SECONDED BY MR. GERHARD, TO ACCEPT THE PERSONNEL REPORT DATED OCTOBER 5, 2017.

BOARD POLLED:	O’GUREK	YES
	GERHARD	YES

**CORRESPONDENCE:**

AUDIT REPORTS: CARBON COUNTY DISTRICT COURTS #56-3-02 AND #56-3-04 FOR THE PERIOD JANUARY 1, 2013 TO DECEMBER 31, 2015, RECEIVED FROM THE PA AUDITOR GENERAL.

THE SEPTEMBER 2017 MONTHLY REPORT WAS RECEIVED FROM THE CARBON COUNTY REGISTER OF WILLS.

COMMUNICATIONS WERE RECEIVED REGARDING THE FOLLOWING PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT APPLICATIONS:

- NORTHEASTERN POWER COMPANY, MCADOO, PA
- SURFACE MINING PERMIT #54920201R5; BOND REVIEW FOR 2017;
- AUTHORIZATION TO MINE #1790-54920201-17, SILVERBROOK BANK OPERATION, KLINE & PACKER TOWNSHIPS, SCHUYLKILL AND CARBON COUNTIES
- BREWER ADAMS, LEHIGHTON, PA (SUBMITTED BY ENVIROSCIENCE, STOW, OHIO)
- EXPANSION OF EXISTING HORSE TRAINING TRACK, BEN SALEM ROAD, LEHIGHTON, PA
- \*COUNTY LAND USE LETTER REQUEST

A COPY OF A PRESS RELEASE REGARDING FEDERAL ADJUSTMENTS TO THE SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES.

A COMMUNICATION WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES INFORMING THAT CARBON COUNTY’S FY 2017-2018 HUMAN SERVICES PLAN HAS BEEN RECEIVED AND APPROVED.

**ARCHIVES RENOVATION PROJECT:**

**#17-405 GLOSE MOVING & STORAGE:**

A PROPOSAL WAS SUBMITTED BY GLOSE MOVING & STORAGE, INCORPORATED, D/B/A/ O’BRIEN’S MOVING & STORAGE OF ALLENTOWN, PENNSYLVANIA, FOR MOVING THE CONTENTS OF THE ARCHIVES DEPARTMENT FROM ITS PRESENT LOCATION TO THE NEWLY RENOVATED BUILDING AT 15 WEST 4<sup>TH</sup> STREET, JIM THORPE, PENNSYLVANIA.

PRICING IS IN ACCORDANCE WITH PA STATE CONTRACT #4400013812, MOVING & STORAGE SERVICES, AT AN ESTIMATED COST OF \$12,120.00. MOVE IS TENTATIVELY SCHEDULED FOR OCTOBER 23 TO OCTOBER 26, 2017.

MOTION BY MR. O’GUREK, SECONDED BY MR. GERHARD, TO ACCEPT THE PROPOSAL AS SUBMITTED.

BOARD POLLED:	O’GUREK	YES
	GERHARD	YES

**GIS/MAPPING:**

**#17-406 ESRI AGREEMENT:**

THE SOFTWARE MAINTENANCE AGREEMENT WITH ESRI, INCORPORATED, REDLANDS, CALIFORNIA, WAS SUBMITTED FOR THE YEAR 2018 LISTING THE FOLLOWING CHARGES: ASSESSMENT - \$400.00; ELECTIONS - \$300.00; LIQUID FUELS - \$10,900.00; 911 - \$3,500.00, FOR A TOTAL COST OF \$15,100.00 (NO INCREASE).

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE AND AUTHORIZE EXECUTION OF THE AGREEMENT.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES

**JUVENILE COURT:**

**#17-407 GRANT IN AID:**

JUVENILE GRANT-IN-AID AWARD NOTIFICATION/INVOICE WAS RECEIVED FROM THE JUVENILE COURT JUDGES COMMISSION FOR JUVENILE COURT OFFICE SALARY REIMBURSEMENT IN THE AMOUNT OF \$69,300 FOR THE TERM OF JULY 1, 2017 TO JUNE 30, 2018.

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE AND AUTHORIZE EXECUTION OF THE AWARD.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES

**PARKS/RECREATION:**

**#17-408 AGREEMENT/PATHSTONE/SCSEP:**

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) HOST AGENCY AGREEMENT AND TRAINING SITE LETTER OF AGREEMENT WITH PATHSTONE OPPORTUNITIES FOR SENIORS CORPORATION (REFERRED TO AS SCSEP) REGARDING THE PLACEMENT OF ON-THE-JOB TRAINING PARTICIPANT AT THE CARBON COUNTY PARKS DEPARTMENT/MAUCH CHUNK LAKE PARK WAS SUBMITTED FOR APPROVAL.

THE AGREEMENT COVERS PROGRAM YEAR 2017-2018, EXPIRING ON JUNE 30, 2018.

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE AND AUTHORIZE EXECUTION OF THE AGREEMENT.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES

**PLANNING & DEVELOPMENT:**

**#17-409 FY 2017 CDBG APPLICATION DOCUMENTS:**

THE FOLLOWING DOCUMENTS TO BE FILED WITH THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE FY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION WERE PRESENTED FOR BOARD ACTION:

- FY2017 CDBG STATEMENT OF ASSURANCES
- FY2017 CDBG DISCLOSURE REPORT
- GRANTEE'S STATEMENT OF GOALS
- FY2017 GENERAL APPLICATIONS
- FY2017 COOPERATION AGREEMENTS BETWEEN THE COUNTY AND THE FOLLOWING TOWNSHIPS/BOROUGHES:

FRANKLIN TOWNSHIP; JIM THORPE BOROUGH; LEHIGHTON BOROUGH;  
MAHONING TOWNSHIP; PALMERTON BOROUGH; SUMMIT HILL BOROUGH;  
WEISSPORT BOROUGH

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE AND AUTHORIZE EXECUTION OF THE DOCUMENTS.

BOARD POLLED: O'GUREK YES  
GERHARD YES

**SOLICITOR'S REPORT:**

**ELECTIONS:**

**#17-410 ADDENDUM/KURTZ:**

THE SOLICITOR PRESENTED AN ADDENDUM TO THE AGREEMENT BETWEEN THE COUNTY AND SUZETTE KURTZ FOR PROVISION OF LOGISTICS AND ACCURACY TESTING OF VOTING MACHINES FOR THE 2017 MUNICIPAL PRIMARY AND GENERAL ELECTIONS. THE ADDENDUM AMENDS THE NUMBER OF NOT TO EXCEED HOURS FROM 260 TO 285 HOURS.

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE AND AUTHORIZE EXECUTION OF THE ADDENDUM.

BOARD POLLED: O'GUREK YES  
GERHARD YES

**USED EQUIPMENT:**

**#17-411 2<sup>ND</sup> POSTING:**

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO AUTHORIZE SECOND POSTING FOR DISPOSITION OF USED EQUIPMENT (LAW BOOKS VALUED AT LESS THAN \$1,000).

BOARD POLLED: O'GUREK YES  
GERHARD YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER GERHARD COMMENTED ON THE MANSION HOUSE HILL ROCKSLIDE, NOTING THAT WORK IS TO BEGIN OCTOBER 10<sup>TH</sup> AND IS EXPECTED TO BE FINISHED OCTOBER 27<sup>TH</sup>. DURING THIS TIME THE ROAD WILL BE COMPLETELY CLOSED FROM 9:00 A.M. TO 2:00 P.M.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:41 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN



