

SEPTEMBER 13, 2018

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:30 A.M. IN THE COMMISSIONER'S MEETING ROOM, COURTHOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS NOTHSTEIN AND GERHARD, CHIEF CLERK/COUNTY ADMINISTRATOR AHNER, SOLICITOR MISCAVIGE, SECRETARY III JEN BOGER, AND EXECUTIVE SECRETARY MARIANNE BUTRIE.

THE COUNTY CONTROLLER, COUNTY TREASURER, COUNTY SHERIFF, COURT ADMINISTRATOR, CHILDREN & YOUTH CPS SUPERVISOR, AND CHILDREN & YOUTH ACCOUNTANT II WERE ALSO PRESENT. COMMISSIONER O'GUREK WAS ABSENT.

MOMENT OF SILENCE:

A MOMENT OF SILENCE WAS OBSERVED.

PRAYER:

THE VICE-CHAIRMAN OFFERED THE PRAYER.

PLEDGE OF ALLEGIANCE:

THE MEETING OPENED WITH THE PLEDGE OF ALLEGIANCE.

OFFICIAL ACTIONS OF THE CARBON COUNTY BOARD OF COMMISSIONERS:

MINUTES:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD SEPTEMBER 6, 2018.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

SEPTEMBER 13, 2018

GUESTS (CONCERNING COUNTY BUSINESS):

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

PRESENTATION:

DONATION/AMETEK:

JOHN MAYERNIK, PLANT MANAGER/AMETEK, NESQUEHONING, PENNSYLVANIA, AND LENNY PORAMBO PRESENTED A \$500 DONATION FOR THE CARBON COUNTY ANIMAL SHELTER.

CHILDREN & YOUTH:

#18-406 NEEDS BASED PLAN:

THE CARBON COUNTY CHILDREN AND YOUTH SERVICES NEEDS BASED PLAN AND BUDGET (NBB) FOR FISCAL YEAR 2019/2020 WAS PRESENTED AS FOLLOWS:

IN HOME SERVICES	\$ 1,883,487
COMMUNITY BASED	\$ 1,498,608
RESIDENTIAL	\$ 1,359,657
ADMINISTRATION	<u>\$ 204,789</u>
	\$ 4,946,541

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE NEEDS BASED PLAN AS PRESENTED.

BOARD POLLED: GERHARD YES
 NOTHSTEIN YES

JILL GEISSINGER, CPS SUPERVISOR, OUTLINED THE NEED FOR THE FUNDING, NOTING THAT CURRENTLY THEY HAVE 1800 CASES, WITH ONE CASEWORKER TO 30 FAMILIES.

ANISSA NUNEMACHER, ACCOUNTANT II, COMMENTED ON THE OVER-ALL CHILDREN & YOUTH SERVICES BUDGET.

THE COMMISSIONERS ALSO COMMENTED ON THE BUDGET AND THANKED THE CHILDREN & YOUTH STAFF FOR THE WORK THAT THEY DO.

EXECUTIVE SESSIONS:

THE CHAIRMAN REPORTED THAT THE FOLLOWING EXECUTIVE SESSION WAS HELD:

SEPTEMBER 7, 2018 9:00 A.M. PERSONNEL REASONS

DEPARTMENT REPORTS:

CHIEF CLERK/COUNTY ADMINISTRATOR:

BUDGET TRANSFERS:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED SEPTEMBER 13, 2018.

BOARD POLLED: GERHARD YES
 NOTHSTEIN YES

SUPPLEMENTAL APPROPRIATIONS:

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

EXPENDITURE APPROVAL:

GENERAL FUND CLEARING ACCOUNT:

APPROVAL OF CHECK NUMBERS 200828 THROUGH 200994 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 658,178.39
RENTAL PROPERTY FUND	\$ 771.98
COUNTY PARKING FUND	\$ 3,427.26
LIQUID FUELS TAX FUND	\$ 493.01
AREA AGENCY ON AGING FUND	\$ 124,786.44
CHILDREN & YOUTH FUND	\$ 84,219.49
HUMAN SERVICE AGENCY FUND	\$ 3,334.80
DOMESTIC RELATIONS 4D FUND	\$ 32,164.83
WORKFORCE INVESTMENT ACT FUND	\$ 17,502.32
PARKS & RECREATION FUND	\$ 18,222.49
9-1-1 FUND	\$ 47,261.07
HAZ-MAT RESPONSE FUND	\$ 2.26
CENTRALIZED BOOKING FUND	\$ 796.00
CDBG FUND	\$ 84.75
CAPITAL PROJECTS FUND	\$ 2,250.00
FRINGE BENEFIT PAYMENT FUND	\$ 458,462.87
TAX CLAIM FUND	\$ 299,554.01
TOTAL:	\$ 1,751,511.97

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

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

TREASURER'S REPORT:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE TREASURER'S REPORT DATED SEPTEMBER 3, 2018 TO SEPTEMBER 7, 2018 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF SEPTEMBER 7, 2018:

GENERAL FUND CHECKING ACCOUNT	\$ 7,450.72
GENERAL FUND SP NOW	\$ 13,606,551.56
OPERATING RESERVE FUND	\$ 952,594.38
RENTAL PROPERTY FUND	\$ 206,301.46
COUNTY PARKING FUND	\$ 820,784.83
LIQUID FUELS TAX FUND	\$ 452,201.39
AREA AGENCY ON AGING FUND	\$ 372,754.05
CHILDREN & YOUTH FUND	\$ 478,258.22
HUMAN SERVICES AGENCY FUND	\$ 23,240.53
DOMESTIC RELATIONS IV-D FUND	\$ 7,187.40
WORKFORCE INVESTMENT ACT	\$ 43,992.20
PARKS & RECREATION FUND	\$ 218,515.89
CARBON TRANSPORTATION SYSTEM FUND	\$ 427.42

SEPTEMBER 13, 2018

9-1-1 FUND	\$ 1,338,183.69
HAZMAT RESPONSE FUND	\$ 126,770.17
OFFENDER SUPERVISION FUND	\$ 423,599.11
ADULT ELECTRONIC MONITORING FUND	\$ 193,446.84
FARMLAND PRESERVATION FUND	\$ 22,776.03
HUMAN SERVICES DEVELOPMENT FUND	\$ 13,180.10
HOMELESS GRANT FUND	\$ 6,922.12
CENTRALIZED BOOKING FUND	\$ 114,091.84
VICTIM/WITNESS FUND	\$ 10,604.78
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 28,005.52
COUNTY RECORDS IMPROVEMENTS FUND	\$ 9,762.40
JUVENILE SUPERVISION FEE FUND	\$ 35,689.74
COMMUNITY SERVICE FEE FUND	\$ 10,965.32
PROTHONOTARY AUTOMATION FUND	\$ 71,048.37
AFFORDABLE HOUSING FUND	\$ 326,391.14
CLERK OF COURTS AUTOMATION FUND	\$ 1,381.31
REGISTER OF WILLS AUTOMATION FUND	\$ 8,523.19
JUVENILE ELECTRONIC MONITORING FUND	\$ 6,089.69
VITAL STATS IMPROVEMENT FUND	\$ 44,059.66
SUBSTANCE ABUSE EDUCATION	\$ 127,264.32
LIQUID FUELS/ACT 44	\$ 385,628.73
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 516,473.17
VICTIMS SERVICES FUND	\$ 46,387.80
HOTEL ROOM EXCISE TAX FUND	\$ 15,628.16
CDBG FUND	\$ 887.40
DEBT SERVICE FUND	\$ 1,496,556.95
CAPITAL PROJECTS FUND	\$ 8,592,710.50
FRINGE BENEFITS PAYMENT FUND	\$ 502,237.81
PAYROLL FUND	\$ 34,549.59
TAX CLAIM FUND	\$ 640,084.10

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

PERSONNEL REPORT:

RESIGNATION:

TYLER J. BREZNITSKY, FREELAND, PA – LAW CLERK, COURT ADMINISTRATION – EFFECTIVE SEPTEMBER 7, 2018.

CLERK OF COURTS APPOINTMENT:

SANDRA M. DUDA, LEHIGHTON, PA – CLERICAL SPECIALIST – EFFECTIVE SEPTEMBER 17, 2018.

SEMINAR/TRAINING REQUESTS:

CHILDREN & YOUTH SERVICES

MEGAN K. CROIZIER

CHRIS N. MCLAUGHLIN

2018 SWAN/IL FALL QUARTERLY MEETING

SCRANTON, PA

COST: MEALS

SALLIANNE S. NEWTON

ANISSA M. NUNEMACHER

2018 PCYA OCTOBER QUARTERLY MEETING
LANCASTER, PA
COST: CONFERENCE FEE \$150 PER PERSON, LODGING, MEALS

ANISSA M. NUNEMACHER
MARIE L. RUSNAK
CAPS TRAINING AND USER GROUP
TUNKHANNOCK, PA
COST: MEALS

EMERGENCY MANAGEMENT AGENCY

MARK S. NALESNIK
SHELLEY L. SNYDER
JOINT ELECTION DAY PREPAREDNESS TABLE TOP EXERCISE
NESQUEHONING, PA

WORKFORCE INVESTMENT OPPORTUNITY ACT

KEITH F. RAMSAY
2018 PA WORKFORCE DEVELOPMENT BOARD SYMPOSIUM & PA WORKFORCE DEVELOPMENT BOARD
MEETING
STATE COLLEGE, PA
COST: CONFERENCE FEE \$275, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

POCONO COUNTIES WORKFORCE DEVELOPMENT AREA

GARRY J. WENTZ
2018 PA WORKFORCE DEVELOPMENT BOARD SYMPOSIUM
STATE COLLEGE, PA
COST: CONFERENCE FEE \$245, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

COURTS SEMINAR/TRAINING REQUESTS ACKNOWLEDGEMENTS:

COURT ADMINISTRATION

CARLA M. HILL
RAYONNA J. FEDOR
JOANNE T. DONNELLY
GTS TRAINING W/AOPC
JIM THORPE, PA

DOMESTIC RELATIONS

PIERRE J. GUICHARDAN
BRIDGET M. JOHNSTON
RASHUNDA L. YUHAS
RACHEL L. MOYER
STACY L. KATTNER
VERA E. KOIN
KAREN M. GASKER
SUSAN S. BOLTON
CRYSTEL L. STEIN
VIOLENCE IN THE WORKPLACE
JIM THORPE, PA

SEPTEMBER 13, 2018

JUVENILE COURT

KIMMY L. MULIK

JANELLE M. ONDRUS

2018 JAMES E. ANDERSON PENNSYLVANIA CONFERENCE ON JUVENILE JUSTICE

HARRISBURG, PA

COST: \$300 CONFERENCE FEE, LODGING

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PERSONNEL REPORT DATED SEPTEMBER 13, 2018.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

CORRESPONDENCE:

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF AGRICULTURE ENCLOSING A COPY OF THE AGENCY SUMMARY REPORT (ASR) OF USDA COMMODITY ACTIVITY FOR FISCAL YEAR JULY 1, 2017 TO JUNE 30, 2018.

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

FRANKLIN TOWNSHIP BOARD OF SUPERVISORS
(CARBON ENGINEERING, INC.)
BWM-GP-11 GENERAL PERMIT
RED HILL ROAD OVER BERRY RUN REHABILITATION PROJECT

BID AWARD EXTENSION:

#18-407 CDBG/PACKER TOWNSHIP:

A REQUEST WAS RECEIVED FROM THE OFFICE OF PLANNING & DEVELOPMENT TO EXTEND THE BID AWARD FOR THE FOLLOWING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT TO SEPTEMBER 20, 2018:

PACKER TOWNSHIP – FACILITIES/JOE ANDREUZZI COMMUNITY PARK
(FY2014) *WAITING FOR APPROVAL FROM ENGINEER AND DCED

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE REQUEST EXTENDING ACTION ON THE PACKER TOWNSHIP BID UNTIL SEPTEMBER 20, 2018.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

CHILDREN & YOUTH:

#18-408 CONTRACT ADDENDUM:

AN ADDENDUM TO EXTEND THE RATES OF THE FOLLOWING 2017/2018 PURCHASE OF SERVICE AGREEMENT FOR 180 DAYS FROM FISCAL YEAR ENDING JUNE 30, 2018 OR UNTIL THE FINALIZATION OF THE FY 2018-2019 CONTRACT WAS SUBMITTED FOR THE FOLLOWING:

AFFINITY FORENSIC SERVICES, LLC, READING, PA
D/B/A PENNSYLVANIA FORENSIC ASSOCIATES

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE ADDENDUM AS LISTED.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

HUMAN SERVICES:

HOMELESS ASSISTANCE PROGRAM:

#18-409 AGREEMENT/ACTION COMMITTEE:

A LETTER OF AGREEMENT BETWEEN THE COUNTY AND THE CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES FOR ADMINISTRATION OF THE HOMELESS ASSISTANCE PROGRAM (HAP) FOR THE TERM JULY 1, 2018 THROUGH JUNE 30, 2019, IN THE AMOUNT OF \$26,759.00, WAS SUBMITTED FOR BOARD ACTION.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENT WITH THE ACTION COMMITTEE FOR THE HAP PROGRAM.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#18-410 HSDF AGREEMENT/ACTION COMMITTEE:

A LETTER OF AGREEMENT BETWEEN THE COUNTY AND THE CARBON COUNTY ACTION COMMITTEE REGARDING ADMINISTRATION OF THE HUMAN SERVICES DEVELOPMENT FUND (HSDF) PROGRAM FOR THE TERM JULY 1, 2018 THROUGH JUNE 30, 2019, IN THE AMOUNT OF \$49,000.00, WAS SUBMITTED FOR BOARD ACTION.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENT WITH THE ACTION COMMITTEE FOR THE HSDF PROGRAM.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

PURCHASING:

#18-411 PRINT O STAT:

A PROPOSAL WAS SUBMITTED BY PRINT O STAT, INCORPORATED OF MECHANICSBURG, PENNSYLVANIA, FOR THE PURCHASE OF (2) HP DESIGNJET Z9+PS 44" PRINTERS FOR THE 911 & GIS OFFICES AT A UNIT COST OF \$4,750.00 EACH, WITH A MANUFACTURER WARRANTY OF ONE-YEAR FROM DATE OF INSTALLATION ON PARTS & LABOR.

A FOUR (4) YEAR SERVICE CONTRACT WILL COMMENCE AT THE END OF THE WARRANTY PERIOD FOR A COST OF \$1,596.00 PER PRINTER, PAYABLE OUT OF FY 2019 FUNDS.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PROPOSAL AND SERVICE CONTRACT AS SUBMITTED.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

SOLICITOR'S REPORT:

ECONOMIC DEVELOPMENT:

#18-412 ADDENDUM/CCEDC:

THE SOLICITOR PRESENTED AN ADDENDUM TO THE AGREEMENT, DATED MARCH 24, 2016, BETWEEN THE COUNTY OF CARBON AND THE CARBON CHAMBER AND ECONOMIC DEVELOPMENT CORPORATION

SEPTEMBER 13, 2018

(CCEDC) RELATIVE TO THE CCEDC PROVIDING ECONOMIC DEVELOPMENT ASSISTANCE SERVICES TO THE COUNTY. THE TERM OF THE AGREEMENT REMAINS APRIL 1, 2016 THROUGH DECEMBER 31, 2019.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE ADDENDUM TO THE AGREEMENT WITH CCEDC.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

TAX ASSESSMENT:

#18-413 TAX REFUND:

A COMMUNICATION WAS RECEIVED FROM THE TAX ASSESSMENT BUREAU VERIFYING THAT THE FOLLOWING TAXPAYER IS DUE A REFUND OF REAL ESTATE TAXES:

MUNICIPALITY: TOWAMENSING TOWNSHIP

ZELLERS, COLIN M & CAROL L

235 PETER AVENUE
PALMERTON PA 18071

PROPERTY CODE: 21-56-12074

PROPERTY RECORD CARD #: 28B-57-A17

REASON: THE HOME WAS DESTROYED BY A FIRE ON JANUARY 9, 2018.

TAXPAYER PAID THE TAXES ON APRIL 14, 2018. THE TAXPAYERS ARE REQUESTING A REFUND ON A PRO-RATED (1 MONTH) FOR THE COUNTY. THE REFUND IS BASED ON PRORATED BUILDING ASSESSMENT OF 43,079.

TOTAL REFUND DUE: \$432.72

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE PAYMENT OF THE TAX REFUND.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

COMMISSIONERS' REPORTS:

COMMISSIONER GERHARD COMMENTED ON THE PURCHASE OF THE PRINTERS (#18-411) FOR GIS AND 911 NOTING THAT IT IS A MUCH BETTER PRINTER THEN THE CURRENT GIS PRINTER AND THE COUNTY REALIZED A SAVINGS IN PURCHASING BOTH AT THE SAME TIME.

COMMISSIONER NOTHSTEIN EXPRESSED CONCERNS REGARDING HURRICANE FLORENCE AND THE STORMS FOLLOWING AND URGED PEOPLE TO FOLLOW STEPS FOR EMERGENCY PREPAREDNESS.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:49 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN