

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENE  
THIS DATE AT 10:30 A.M. IN THE COMMISSIONER’S MEETING ROOM, CARBON COUNTY ADMINISTRATION  
BUILDING, JIM THORPE, PENNSYLVANIA.

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

THE COUNTY CONTROLLER, COUNTY TREASURER, AND THE COURT ADMINISTRATOR WERE ALSO  
PRESENT.

**MOMENT OF SILENCE:**

A MOMENT OF SILENCE WAS OBSERVED.

**PRAYER:**

COMMISSIONER O’GUREK 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. O’GUREK, TO APPROVE THE MINUTES OF THE  
PREVIOUS MEETING HELD JUNE 20, 2019.

BOARD POLLED:	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**GUESTS: (CONCERNING COUNTY BUSINESS AS PER COUNTY POLICY #2012-01 GOV)**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**OPENING OF BIDS:**

**#19-293 FOOD SERVICE/CCCF:**

THE FOLLOWING BIDS WERE RECEIVED FOR FOOD SERVICE, CARBON COUNTY CORRECTIONAL  
FACILITY (CCCF):

\*BASED ON ESTIMATED 254,405 ANNUAL COUNT

TRINITY SERVICES GROUP, INC.	YEAR 1 - \$1.120/MEAL (\$284,933.60)
477 COMMERCE BLVD.	YEAR 2 - \$1.148/MEAL (\$292,056.94)
OLDSMAR, FL	YEAR 3 - \$1.177/MEAL (\$299,358.36)
	BID BOND: 10%
SUMMIT FOOD SERVICE, LLC.	YEAR 1 - \$1.599/MEAL (\$406,793.60)
500 EAST 52 <sup>ND</sup> STREET	YEAR 2 - \$1.645/MEAL (\$418,496.23)

JUNE 27, 2019

SIOUX FALLS, SD

YEAR 3 - \$1.693/MEAL (\$430,707.67)

BID BOND: 10%

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO TABLE THE BIDS AND REFER THEM TO THE PURCHASING DIRECTOR AND COUNTY SOLICITOR FOR REVIEW, THEN TO THE PRISON BOARD FOR THEIR CONSIDERATION FOR RECOMMENDATION TO AWARD OR REJECT IN THREE (3) WEEKS.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THAT THERE WERE NO EXECUTIVE SESSIONS HELD.

**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED JUNE 27, 2019.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**PAYROLL FUND CHECKING ACCOUNT:**

APPROVAL OF PAYROLL CHECK NUMBERS 71194 THROUGH 71264 AND DIRECT DEPOSIT CHECK NUMBERS 6009819 THROUGH 6010245 FOR THE PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$589,348.39 (PAYROLL DATED JUNE 21, 2019).

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY PAYMENT OF THE PAYROLL CHECKS AS LISTED ABOVE.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 206742 THROUGH 206898 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 104,897.52
RENTAL PROPERTY FUND	\$ 139.00
COUNTY PARKING FUND	\$ 2,096.30
AREA AGENCY ON AGING FUND	\$ 63,757.04

CHILDREN & YOUTH FUND	\$ 188,901.20
DOMESTIC RELATIONS FUND	\$ 13,253.79
WORKFORCE INVESTMENT ACT FUND	\$ 810.61
PARKS & RECREATION FUND	\$ 2,878.21
9-1-1 FUND	\$ 1,660.32
HAZ-MAT RESPONSE FUND	\$ 35.48
VICTIM/WITNESS FUND	\$ 3.90
AFFORDABLE HOUSING FUND	\$ 4.85
CAPITAL PROJECTS FUND	<u>\$ 10,571.67</u>
TOTAL:	\$ 389,009.89

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

BOARD POLLED:	O'GUREK	YES*
	GERHARD	YES
	NOTHSTEIN	YES

\* MR. O'GUREK STATED, "YES, EXCEPT FOR THE BILLS FOR BLUE RIDGE COMMUNICATIONS AND PENTELEDATA, WHICH ARE SISTER COMPANIES OF THE TIMES NEWS WHERE I AM A PART-TIME EMPLOYEE."

**ETHICS COMMISSION COMPLIANCE:**

COMMISSIONER O'GUREK PRESENTED THE FOLLOWING MEMORANDUM STATING HIS POTENTIAL CONFLICT OF INTEREST WITH PENCOR RELATED COMPANIES AS PER THE ADVICE OF THE STATE ETHICS COMMISSION:

**MEMORANDUM**

SECTION 1103(J) OF THE ETHICS ACTS PROVIDES AS FOLLOWS:

VOTING CONFLICT-WHERE VOTING CONFLICTS ARE NOT OTHERWISE ADDRESSED BY THE CONSTITUTION OF PENNSYLVANIA OR BY ANY LAW RULE REGULATION ORDER OR ORDINANCE, THE FOLLOWING PROCEDURE SHALL BE EMPLOYED. ANY PUBLIC OFFICIAL OR PUBLIC EMPLOYEE WHO IN THE DISCHARGE OF HIS OFFICIAL DUTIES WOULD BE REQUIRED TO VOTE ON A MATTER THAT WOULD RESULT IN A CONFLICT OF INTEREST SHALL ABSTAIN FROM VOTING AND PRIOR TO THE VOTE BEING TAKEN PUBLICLY ANNOUNCE AND DISCLOSE THE NATURE OF HIS INTEREST AS A PUBLIC RECORD IN A WRITTEN MEMORANDUM FILED WITH THE PERSON RESPONSIBLE FOR RECORDING THE MINUTES OF THE MEETING AT WHICH THE VOTE IS TAKEN PROVIDED THAT WHENEVER A GOVERNING BODY WOULD BE UNABLE TO TAKE ANY ACTION ON A MATTER BEFORE IT BECAUSE THE NUMBER OF MEMBERS OF THE BODY REQUIRED TO ABSTAIN FROM VOTING UNDER THE PROVISIONS OF THIS SECTION MAKES THE MAJORITY OR OTHER LEGALLY REQUIRED VOTE OF APPROVAL UNATTAINABLE THEN SUCH MEMBERS SHALL BE PROVIDED TO VOTE IF DISCLOSURES ARE MADE AS OTHERWISE PROVIDED HEREIN. IN THE CASE OF A THREE-MEMBER GOVERNING BODY OF A POLITICAL SUBDIVISION WHERE ONE MEMBER HAS ABSTAINED FROM VOTING AS A RESULT OF A CONFLICT OF INTEREST AND THE REMAINING TWO MEMBERS OF THE GOVERNING BODY HAVE CAST OPPOSING VOTES THE MEMBER WHO HAS ABSTAINED SHALL BE PERMITTED TO VOTE TO BREAK THE TIE VOTE IF DISCLOSURE IS MADE AS OTHERWISE PROVIDED HEREIN.

ACCORDINGLY, TO COMPLY WITH THIS SECTION OF THE ETHICS ACT, I AM SUBMITTING THIS MEMORANDUM AS A MEANS OF PROVIDING FULL DISCLOSURE OF A CONFLICT OF INTEREST, STATING THAT I AM ABSTAINING TODAY ON ANY ACTIONS RELATING TO PAYING BILLS TO, ADVERTISING WITH, ACCEPTING PROPOSALS FROM AND/OR ENTERING CONTRACTS WITH TIMES NEWS, LEHIGHTON, PA, BECAUSE I AM A PART-TIME EMPLOYEE THERE, AS WELL AS ITS SISTER

JUNE 27, 2019

COMPANIES, INCLUDING BLUE RIDGE COMMUNICATIONS, PENTELEDATA, THE PALMERTON TELEPHONE COMPANY AND PENCOR HOSE AND FITTING, AND ANY OTHER PENCOR SERVICES' AFFILIATES.

/S/ WILLIAM J. O'GUREK, MEMBER

06/27/2019

**TREASURER'S REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORT DATED JUNE 17, 2019 TO JUNE 21, 2019 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF JUNE 21, 2019:**

GENERAL FUND CHECKING ACCOUNT	\$ 7,288.64
GENERAL FUND SP NOW	\$ 13,710,035.54
OPERATING RESERVE FUND	\$ 967,792.43
RENTAL PROPERTY FUND	\$ 168,773.62
COUNTY PARKING FUND	\$ 1,073,970.25
LIQUID FUELS TAX FUND	\$ 594,857.88
AREA AGENCY ON AGING FUND	\$ 290,765.92
CHILDREN & YOUTH FUND	\$ 519,346.40
HUMAN SERVICE AGENCY FUND	\$ 9,898.48
DOMESTIC RELATION IV-D FUND	\$ 147,368.73
WORKFORCE INVESTMENT ACT	\$ 24,484.43
PARKS & RECREATION FUND	\$ 99,987.58
CARBON TRANSPORTATION SYSTEM FUND	\$ 119,015.70
9-1-1 FUND	\$ 1,358,978.03
HAZMAT RESPONSE FUND	\$ 150,897.43
OFFENDER SUPERVISION FUND	\$ 275,942.44
ADULT ELECTRONIC MONITORING FUND	\$ 200,725.88
FARMLAND PRESERVATION FUND	\$ 40,501.05
HUMAN SERVICE DEVELOPMENT FUND	\$ 14,618.62
HOMELESS GRANT FUND	\$ 8,044.14
CENTRALIZED BOOKING FUND	\$ 137,107.61
VICTIM/WITNESS FUND	\$ 13,320.80
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 31,550.81
COUNTY RECORDS IMPROVEMENTS FUND	\$ 6,677.80
JUVENILE SUPERVISION FEE FUND	\$ 36,186.66
COMMUNITY SERVICE FEE FUND	\$ 9,098.87
PROTHONOTARY AUTOMATION FUND	\$ 82,172.77
AFFORDABLE HOUSING FUND	\$ 308,044.16
CLERK OF COURTS AUTOMATION FUND	\$ 2,454.28
REGISTER OF WILLS AUTOMATION FUND	\$ 11,494.38
JUVENILE ELECTRONIC MONITORING FUND	\$ 6,186.85
VITAL STATS IMPROVEMENT FUND	\$ 35,292.61
SUBSTANCE ABUSE EDUCATION	\$ 151,754.01
LIQUID FUELS/ACT 44	\$ 483,500.31
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 524,713.17
VICTIMS SERVICES FUND	\$ 52,768.90
HOTEL ROOM EXCISE TAX FUND	\$ 3,292.99
CDBG FUND	\$ 9.81
DEBT SERVICE FUND	\$ 1,127,577.73
CAPITAL PROJECTS FUND	\$ 16,648,228.69
FRINGE BENEFIT PAYMENT FUND	\$ 542,273.46
PAYROLL FUND	\$ 147,479.53

TAX CLAIM FUND

\$ 694,058.81

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**PERSONNEL REPORT:**

**HIRE:**

**JAGUR LYNN**, LEHIGHTON, PA - SUMMER LABORER, LIQUID FUELS SUMMER PROGRAM - EFFECTIVE JULY 1, 2019.

**COURT APPOINTMENTS:**

**MICHAEL J. JORDA**, KINGSTON, PA - PROBATION OFFICER I, ADULT PROBATION - EFFECTIVE JULY 8, 2019.

**EDYTA MASONE**, JIM THORPE, PA - PROBATION OFFICER I, ADULT PROBATION - EFFECTIVE JULY 8, 2019.

**LEAVE OF ABSENCES:**

**CORRECTIONS**

**DEBRA J. EVANS**, NESQUEHONING, PA

PART-TIME CORRECTIONS OFFICER

FROM: JULY 2, 2019

TO: AUGUST 27, 2019

**PARKING**

**GARY M MATSON**, PALMERTON, PA

PART-TIME PARKING/METER ATTENDANT

FROM: JUNE 8, 2019

TO: JUNE 30, 2019

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**CINDY K. BIZARRE**

2019 CIVIL SERVICE TRAINING

HARRISBURG, PA

COST: CONFERENCE FEE \$20, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**CLERK OF COURTS**

**ADAM J. NEVENGLOSKY**

FISCAL TRAINING

PAYMENT PLANS AND ENFORCEMENT TRAINING

NEW USER CRIMINAL CASE PROCESSING

MECHANICSBURG, PA

**CORRECTIONS**

**GREGORY M. YAMRICH**

WATER CERTIFICATION

FEASTERVILLE, PA

COST: CONFERENCE FEE \$85, MEALS

JUNE 27, 2019

**ELECTIONS**

**LISA R. DART**

PA COUNTY ELECTION OFFICIALS CONFERENCE

PHILADELPHIA, PA

COST: CONFERENCE FEE \$300, LODGING, MEALS

**SHERIFF**

**JOSEPH V. HAGER**

**KRISTY A. CUMMINS**

TAC TRAINING

SCRANTON, PA

**COURTS SEMINAR/TRAINING REQUEST ACKNOWLEDGEMENTS:**

**ADULT PROBATION**

**RICHMOND S. PARSONS**

**JOSEPH L. BETTINE**

**MATTHEW J. KIMMEL**

**JILLIAN C. MCGINLEY**

**NICOLE A. HORN**

**APRIL R. GOOD**

**EDYTA MASONE**

**MICHAEL JORDA**

**CHERYL L. HONCHEN**

**JOSEPH J. BERKE**

**TAMMY L. WALL**

**KIMBERLY S. COOPER**

**ERIC J. YUKNEK**

**PAUL J. KATTNER**

**KEVIN J. DOLL**

**JESSICA L. CRESSLEY**

**REBECCA A. CANCELLIERE**

**NANCY T. RIVERA**

PAC FILE TRAINING

JIM THORPE, PA

**DOMESTIC RELATIONS**

**BRIDGET M. JOHNSON**

**KAREN M. GASKER**

**STACY L. KATTNER**

PATERNITY DISESTABLISHMENT 201

HARRISBURG, PA

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

**JUVENILE COURT**

**KIMMY L. MULIK**

**CRYSTAL L. SMITH**

PAC FILE APPEALS

JIM THORPE, PA

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PERSONNEL REPORT DATED  
JUNE 27, 2019.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**CORRESPONDENCE:**

THE BRIDGE CREW REPORTS FOR THE WEEKS ENDING MAY 24, MAY 31, JUNE 7, AND JUNE 14, 2019 WERE SUBMITTED BY JENNIFER BOGER, SECRETARY III.

NOTIFICATION WAS RECEIVED FROM LIBERTY ENVIRONMENTAL, INCORPORATED REGARDING FILING OF ENVIRONMENTAL COVENANT, JFBB SKI AREAS PROPERTY – PIN 45-20-A12, KIDDER TOWNSHIP, CARBON COUNTY, PA DEP FACILITY ID #13-30162, LIBERTY PROJECT #150525.

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

CARBON ENGINEERING, INCORPORATED, SUMMIT HILL, PA  
 APPLICANT: PACKER TOWNSHIP BOARD OF SUPERVISORS  
 BWM-GP-4 PERMIT APPLICATION, INTAKE AND OUTFALL STRUCTURES,  
 OCHRE MILL ROAD, T-470 INLET & DRAINAGE  
**\*COUNTY LAND USE LETTER REQUEST**

ROSSI EXCAVATING COMPANY, BEAVER MEADOWS, PA  
 SURFACE MINING PERMIT #13980201R4; GENERAL NPDES STORMWATER PERMIT  
 #PAM113073R; BOND REVIEW FOR 2018; AUTHORIZATION TO MINE  
 #1756-13980201-07, CENTTOWN BANK OPERATION  
 BANKS TOWNSHIP, CARBON COUNTY

**CHILDREN & YOUTH:**

**#19-294 AGREEMENTS:**

FY 2018-19 PURCHASE OF SERVICE AGREEMENTS WERE SUBMITTED FOR THE FOLLOWING PROVIDERS:

**VALLEY YOUTH HOUSE, ALLENTOWN, PA**

**PROVIDER: VALLEY YOUTH HOUSE**

	<b><u>FY18-19</u></b>
LEHIGH VALLEY SHELTER	\$ 178.80
BASE RATE WITHOUT ILS (THERAPY)	\$ 154.99
PREGNANT TEEN/HIGH STRUCTURE RATE (24 HR/7 DAY SUPERVISION)	\$ 192.69
BASE RATE FOR MOTHER	\$ 183.73
BASE RATE FOR BABY (ADDITIONAL PER CHILD AFTER 1 <sup>ST</sup> CHILD)	\$ 52.52
BASE RATE FOR MOM WITH 1 BABY	\$ 236.25
SIL SINGLE RATE	\$ 120.44
SIL MOTHER WITH CHILD RATE	\$ 167.83
SIL MOTHER WITH 2 CHILDREN RATE	\$ 206.15
SIL PLUS SINGLE	\$ 154.99
SIL PLUS PREGNANT TEEN/ HIGH STRUCTURE	\$ 190.47
BASE ILS ACT 148	\$ 19.00
INTENSIVE ILS ACT 148	\$ 42.00
BABY DAYCARE UNTIL TITLE XX IS EFFECTIVE	\$ 33.00

**VALLEY YOUTH HOUSE**  
**(ADOLESCENT ACHIEVEMENT INDEPENDENCE PROGRAM)**  
**ALLENTOWN, PA**

**PROVIDER: VALLEY YOUTH HOUSE (ADOLESCENT ACHIEVEMENT INDEPENDENCE PROGRAM)**

**FY18-19**

INDEPENDENT LIBING (CHAFEE GRANT) \$ 126,918.00

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE AGREEMENTS AS LISTED ABOVE.

BOARD POLLED:    O'GUREK    YES  
                                 GERHARD    YES  
                                 NOTHSTEIN    YES

**PLANNING & DEVELOPMENT:**

**#19-295    CDBG/MODIFICATIONS:**

A REQUEST WAS RECEIVED FROM THE PLANNING & DEVELOPMENT OFFICE FOR RATIFICATION OF CONTRACT MODIFICATION REQUESTS FOR LEHIGHTON BOROUGH UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AS FOLLOWS:

CONTRACT (FFY 2015) MODIFICATION REQUEST #9:

\$8,723.98 FROM SIDEWALKS – ADA CORNERS IRON STREET (2<sup>ND</sup> – 4<sup>TH</sup> STREETS)  
TO PARKS, RECREATION – BAER MEMORIAL POOL – INSTALL A POOL SLIDE

CONTRACT (FFY 2016) MODIFICATION REQUEST #4:

\$78,104 FROM STREET IMPROVEMENTS – ADA CURB CORNERS, NORTH 2<sup>ND</sup>,  
CYPRESS, 11<sup>TH</sup>, 12<sup>TH</sup> & HAMILTON STREET TO SIDEWALKS – ADA CURB CORNERS  
IRON STREET (2<sup>ND</sup> STREET TO 8<sup>TH</sup> STREET)

CONTRACT (FFY 2017) MODIFICATION REQUEST #1:

\$77,202 FROM SIDEWALKS – ADA CURB CORNERS (IRON STREET – 5<sup>TH</sup> STREET  
TO 8<sup>TH</sup> STREET) TO SIDEWALKS – ADA CURB CORNERS IRON STREET (2<sup>ND</sup> STREET  
TO 8<sup>TH</sup> STREET) MFY 2016, 2017, 2018

CONTRACT (FFY 2018) MODIFICATION REQUEST #1:

\$84,383 FROM SIDEWALKS – ADA CURB CORNERS (2<sup>ND</sup> & KEYSTONE ALLEY,  
2<sup>ND</sup> & ALUM STREET, 3<sup>RD</sup> & COAL STREET, EAST ALLEY & IRON STREET) TO  
SIDEWALKS – ADA CURB CORNERS IRON STREET (2<sup>ND</sup> STREET TO 8<sup>TH</sup> STREET)  
MFY 2016, 2017, 2018

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

BOARD POLLED:    O'GUREK    YES  
                                 GERHARD    YES  
                                 NOTHSTEIN    YES

**SOLICITOR'S REPORT:**

**DISPOSAL OF MUNICIPAL WASTE:**

**#19-296    ORDINANCE:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT AND EXECUTE COUNTY ORDINANCE #2019-04 DEFINING AND REGULATING THE DISPOSAL OF MUNICIPAL WASTE, TO BE EFFECTIVE THIRTY (30) DAYS FROM ITS ENACTMENT.

**\*ORDINANCE #2019-04 TO BE TYPED IN ORDINANCE BOOK**



BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**SPECIAL ACTIVITIES:**

**#19-297 AGREEMENT/SAM MILLER:**

A SPECIAL ACTIVITIES AGREEMENT FOR USE OF COUNTY PROPERTY WAS SUBMITTED FOR THE FOLLOWING:

JIM THORPE COMMUNITY ATHLETIC ASSOCIATION (SAM MILLER FIELD)  
HOMETOWN FESTIVAL, JULY 6 & 7, 2019

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND AUTHORIZE EXECUTION PENDING RECEIPT AND APPROVAL OF ALL REQUIRED VALID CERTIFICATES OF INSURANCE.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**TAX CLAIM BUREAU:**

**#19-298 FEE INCREASE/RESOLUTION:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT THE FOLLOWING RESOLUTION INCREASING THE INTERNET ADDRESS SEARCH FEE AND AGREEMENT DEFAULT NOTICE FEE FROM \$5.00 TO \$10.00, EFFECTIVE JULY 1, 2019;

**RESOLUTION #19-021**  
**FEE INCREASE**

**WHEREAS,** THE CARBON COUNTY TAX CLAIM BUREAU IS AUTHORIZED, PURSUANT TO THE PENNSYLVANIA REAL ESTATE TAX SALE LAW, ACT 542 OF 1947, AS AMENDED, TO RECOVER CERTAIN COSTS AND CHARGES ASSOCIATED WITH TAX LIENS AND SALE FOR DELINQUENT TAXES; AND

**WHEREAS,** THE BOARD OF COMMISSIONERS OF THE COUNTY OF CARBON HAVE, FROM TIME TO TIME, SET BY RESOLUTION THE APPROPRIATE FEE AND COST LISTS FOR THE CARBON COUNTY TAX CLAIM BUREAU RELATING TO COLLECTION OF DELINQUENT TAXES; AND

**WHEREAS,** PURSUANT TO THE REAL ESTATE TAX SALE LAW, AS AMENDED, IT IS NECESSARY FOR THE TAX CLAIM BUREAU TO REVIEW ITS SCHEDULE OF COSTS TO REFLECT REIMBURSEMENT FOR ACTUAL COSTS.

**NOW, THEREFORE, BE IT RESOLVED,** THAT EFFECTIVE JULY 1<sup>ST</sup>, 2019, THE DEFAULT AGREEMENT NOTICE FEE SHALL BE INCLUDED IN THE SCHEDULE OF COSTS AND THE INTERNET SEARCH FEE SHALL BE REVISED IN THE SCHEDULE OF COSTS AS FOLLOWS:

**DEFAULT AGREEMENT NOTICE \$10.00**

INCLUDES REVIEW OF INDIVIDUAL AGREEMENT, PREPARATION AND MAILING OF DEFAULT NOTICE.

**INTERNET SEARCH FOR MAILING ADDRESS: \$10.00**

INCREASE FEE FROM \$5.00 TO \$10.00 PER SEARCH PER NAME.

ADOPTED THIS 27<sup>TH</sup> DAY OF JUNE, 2019.

**BOARD OF COMMISSIONERS OF THE COUNTY OF CARBON**

/S/ WAYNE E. NOTHSTEIN, CHAIRMAN  
/S/ TOM J. GERHARD, VICE-CHAIRMAN  
/S/ WILLIAM J. O'GUREK, MEMBER

**ATTEST:**

/S/ ELOISE K. AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**#19-299 TAX SALE NOTICES/RESOLUTION:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT THE FOLLOWING RESOLUTION IMPLEMENTING AN INCREASE IN FEES BY ADDING A PREPARATION AND PROCESSING NOTICE OF SALE FEE OF \$25.00 TO EACH ELIGIBLE PROPERTY AT THE TIME THE SALE NOTICES ARE MAILED TO BE EFFECTIVE JULY 1, 2019:

**RESOLUTION #19-022**  
**TAX SALE NOTICES**

**WHEREAS**, CURRENTLY, THE CARBON COUNTY TAX CLAIM BUREAU CHARGES \$150.00 FOR REAL ESTATE TAX LIENS FOR UNCOLLECTED TAXES AND PREPARATION AND ADVERTISING OF THE SAME FOR SALE; AND

**WHEREAS**, THE COST HAS NOT BEEN UPDATED TO REFLECT THE ACTUAL COST INCURRED BY THE TAX CLAIM BUREAU IN PREPARING AND ADVERTISING PROPERTIES FOR SALE FOR DELINQUENT AND UNCOLLECTED TAXES; AND

**WHEREAS**, PURSUANT TO THE REAL ESTATE TAX SALE LAW, AS AMENDED, IT IS NECESSARY FOR THE TAX CLAIM BUREAU TO REVIEW ITS SCHEDULE OF COSTS TO REFLECT REIMBURSEMENT FOR ACTUAL COSTS.

**NOW, THEREFORE, BE IT RESOLVED**, THAT EFFECTIVE JULY 1<sup>ST</sup>, 2019, PREPARATION AND ADVERTISING FOR SALE OF DELINQUENT REAL ESTATE TAX CLAIMS AS RETURNED TO THE TAX CLAIM BUREAU PURSUANT TO THE REAL ESTATE TAX SALE LAW SHALL BE ENACTED AND REMAIN IN FORCE AND EFFECT UNTIL FURTHER AMENDED BY APPROPRIATE RESOLUTION OF THE BOARD OF COMMISSIONERS OF CARBON COUNTY:

1. **PREPARE & PROCESS NOTICE OF SALE: \$25.00** PER PROPERTY PLUS POSTAGE; TO BE ADDED AT TIME NOTICE HAS BEEN PROCESSED FOR MAILING.
  - A. RESEARCH & REVIEW PROPERTY INFORMATION IN TAX ASSESSMENT. THIS INCLUDES PROPERTY DESCRIPTION, PARCEL CHANGES AND CURRENT OWNER INFORMATION.
  - B. PRELIMINARY REVIEW OF EACH INDIVIDUAL OWNER INFORMATION FOR MAILING PURPOSES.
  - C. PRINTING & PROCESSING OF SALE NOTICES VIA SOFTWARE VENDOR.
2. **PREPARATION & ADVERTISING FOR SALE: \$150.00** PER PROPERTY TO BE ADDED TO EACH ACCOUNT ON JULY 1<sup>ST</sup> OR ANY OTHER DAY DEEMED NECESSARY BY THE BUREAU.
  - A. RESEARCH AND REVIEW OF ACCOUNTS
    1. ADDITIONAL NOTIFICATION EFFORTS, INCLUDING BUT NOT LIMITED TO SECTION 607(A) REQUIREMENTS.
    2. REVIEW OF ELECTRONIC CERTIFIED MAIL SYSTEM FOR NOTICES PICKED-UP (SIGNATURE OBTAINED) AND PRINTING OF SIGNATURE AS NEEDED.
    3. PREPARE, PROCESS AND SEND A PROOF OF MAILING SALE NOTICE TO EACH OWNER WHOSE PROPERTY IS SCHEDULED FOR SALE.
  - B. PREPARATION OF WORKSHEET TO SET MINIMUM BID PRICE
    1. REVIEW TAX ASSESSMENT RECORDS FOR CURRENT ASSESSED VALUES.
    2. CONTACT TAX COLLECTORS FOR CURRENT YEAR TAX INFORMATION.
    3. CONTACT THIRD PARTY COLLECTORS FOR TAX LIEN INFORMATION.
    4. CONTACT MUNICIPALITIES FOR MUNICIPAL LIENS AND OTHER REQUIREMENTS AS NECESSARY.
    5. CONTACT COMMONWEALTH FOR STATE LIEN INFORMATION.
    6. PREPARE & PROCESS WORKSHEET TO SET MINIMUM BID PRICE. THIS INCLUDES INDIVIDUAL REVIEW AND DATA ENTRY OF EACH INDIVIDUAL TAX CLAIM OR TAX JUDGMENT DUE.
  - C. PREPARATION OF SALE LIST, INCLUDING ADVERTISEMENT
    1. PROCESS LIST OF PROPERTY FOR ADVERTISEMENT.
    2. REVIEW, PROOF READ AND CORRECT LIST FOR INACCURACIES.

- 3. CONTINUAL SALE LIST REVIEW TO MAINTAIN AN ACCURATE CURRENT LIST OF PROPERTIES FOR SALE.
- D. DISCHARGE OF TAX CLAIM
- E. REMOVAL OF PROPERTY FROM SALE LIST

ADOPTED THIS 27<sup>TH</sup> OF JUNE, 2019

**BOARD OF COMMISSIONERS OF THE COUNTY OF CARBON**

- /S/ WAYNE E. NOTHSTEIN, CHAIRMAN
- /S/ TOM J. GERHARD, VICE-CHAIRMAN
- /S/ WILLIAM J. O'GUREK, MEMBER

**ATTEST:**

/S/ ELOISE K. AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER O'GUREK STATED THAT THE COUNTY ELECTION BOARD VOTED TO PURCHASE NEW VOTING MACHINES FROM DOMINION VOTING COMPANY UNDER COSTAR. THE NEW MACHINES WILL BE A PAPER SYSTEM AND WILL COST \$436,546.23.

THE COUNTY SOLICITOR ADDED THAT UNDER PENNSYLVANIA STATUTES, THE BOARD OF ELECTIONS CAN PURCHASE THE MACHINES AND THE BOARD OF COMMISSIONERS IS RESPONSIBLE FOR PAYMENT.

CURRENTLY, COMMISSIONER O'GUREK IS THE ONLY COMMISSIONER ON THE ELECTION BOARD DUE TO THE ELECTION.

COMMISSIONER NOTHSTEIN NOTED THAT THERE WILL BE NO COMMISSIONERS' MEETING NEXT WEEK DUE TO THE JULY 4<sup>TH</sup> HOLIDAY.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:44 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN