

# *A G E N D A*

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**MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM,  
CARBON COUNTY ADMINISTRATION BUILDING,  
JIM THORPE, PENNSYLVANIA**

**NOVEMBER 18, 2021**

**MEETING:** CALL TO ORDER

MOMENT OF SILENCE

PRAYER

PLEDGE OF ALLEGIANCE

**THESE PROCEEDINGS ARE BEING RECORDED FOR THE SOLE  
PURPOSE OF CONSTITUTING THE ACCURACY OF WRITTEN  
MINUTES. TAPES ARE REUSED, ELIMINATING RECORDED  
RECORDS OF THESE PROCEEDINGS.**

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING HELD NOVEMBER 4,  
2021.

(Motion)

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

REPORT OF EXECUTIVE SESSIONS HELD:

**PROPOSED 2022 BUDGETS:**

**#21-546 OPERATING FUNDS:**

Motion to present the PROPOSED 2022 Operating Funds budgets of estimated expenditures totaling \$57,395,244 and make the budgets available for public inspection in the Office of the County Commissioners, Carbon County Administration Building, Jim Thorpe, Pennsylvania, between the hours of 8:30 A.M. and 4:30 P.M., until December 16, 2021.

(Motion)

**#21-547 CAPITAL PROJECTS FUNDS:**

Motion to present for public inspection the PROPOSED 2022 Capital Projects Funds budgets of estimated expenditures totaling \$10,100,000 and make the budgets available as stipulated above.

(Motion)

**#21-548 SPECIAL FUNDS:**

Motion to present for public inspection the PROPOSED 2022 Special Funds budgets of estimated expenditures totaling \$19,337,602 and make the budgets available as stipulated above.

(Motion)

**I. DEPARTMENT REPORTS:**

CHIEF CLERK/COUNTY ADMINISTRATOR

1. BUDGET TRANSFERS:

(Motion)

2. SUPPLEMENTAL APPROPRIATIONS:

(Motion)

3. EXPENDITURES:

Approval of payroll check numbers 74012 through 74032 and Direct Deposit check numbers 6035917 through 6036359 for the payroll paid through the Payroll Fund Checking Account for all County Funds totaling \$635,273.65 (Payroll dated November 5, 2021).

(Motion to ratify)

Approval of check numbers 224403 through 224868 for expenditures through the General Fund Clearing Account as follows:

General Fund	\$ 101,355.84
Rental Property Fund	\$ 571.09
County Parking Fund	\$ 2,601.28
Liquid Fuels Fund	\$ 7,841.00
Area Agency on Aging Fund	\$ 25,246.59
Children & Youth Fund	\$ 102,813.30
Domestic Relations Fund	\$ 5,265.01
Workforce Investment Act Fund	\$ 121.65
Parks & Recreation Fund	\$ 3,502.59
9-1-1 Fund	\$ 2,858.79
Haz-Mat Response Fund	\$ 40.01
Centralized Booking Fund	\$ 82.96
Debt Service Fund	\$ 755,098.55
Capital Projects Fund	\$ 49,902.28
Tax Claim Fund	\$ 95,601.23
TOTAL:	\$1,152,902.17

(Motion to ratify)

Approval of check numbers 224869 through 224990 for expenditures through the General Fund Clearing Account as follows:

General Fund	\$ 88,432.50
Rental Property Fund	\$ 396.40
County Parking Fund	\$ 2,588.44
Liquid Fuels Fund	\$ 107.26
Area Agency on Aging Fund	\$ 3,403.81
Children & Youth Fund	\$ 19,324.34
Human Service Agency Fund	\$ 38.61
Domestic Relations Fund	\$ 884.50
Workforce Investment Act Fund	\$ 37.71
Parks & Recreation Fund	\$ 150.33

Carbon Transportation Fund	\$ 20,213.00
9-1-1 Fund	\$ 4,764.44
Haz-Mat Response Fund	\$ 48.29
Victim/Witness Fund	\$ 135.56
Affordable Housing Fund	\$ 11.79
CDBG Fund	\$ 7.53
Capital Projects Fund	\$ 267,896.30
Tax Claim Fund	\$ <u>306.10</u>
TOTAL:	\$ 408,746.91

(Motion)

**II. TREASURER'S REPORT (2):**

(Motion)

**RECESS FOR SALARY BOARD MEETING**

**RECONVENE COMMISSIONERS MEETING**

**III. PERSONNEL REPORT:  
COUNTY DEPARTMENTS:**

(Motion to approve)

**ACKNOWLEDGEMENTS/COURTS & ROW OFFICES:**

(Motion to acknowledge)

**IV. CORRESPONDENCE:**

Minutes received: September 21, 2021 meeting of the Carbon County Safety Committee.

The August and the September tracker report regarding Carbon County residents receiving compensation from the VA were received from the Director of Veterans Affairs.

Correspondence was received from the Pennsylvania Department of Transportation awarding the contract to Fabcor, Incorporated for the NEPA Bridge Preserve & Repair 6, contract #109334. A Preconstruction conference will be held on November 22, 2021 at 9:30 a.m. via Microsoft Teams Teleconference. (Call-in information will be provided in a follow-up email.)

Notice was received from the Pennsylvania Department of Human Services informing that Carbon County’s FY 2021-2022 Human Services Plan has been received and approved.

Correspondence was received from the Pennsylvania Department of Transportation – Engineering District 5-0 for the following project:

Project Schedule and Final Design Status report #18  
Agreement E04098, Part 2-Final Design  
Carbon County Bridge #12  
T-516 (North Old Stage Road) over Mud Run  
Penn Forest & Kidder Township, Carbon County

Communications were received regarding the following Pennsylvania Department of Environmental Protection permit applications:

Borough of Jim Thorpe  
Submitted by Entech Engineering, Incorporated, Reading, PA  
Chapter 105 Water Obstructions & Encroachment Permit  
High Street Water Main Replacement

Rossi Excavating Company, Beaver Meadow, PA  
Surface Mining Permit #13990201  
General NPDES Stormwater #PAM113074C  
Greenfield Operation  
Banks Township, Carbon County

**ADVERTISING REQUESTS:**

**#21-549 2022 ANNUAL SALARY BOARD:**

For approval: Authorize the advertisement of the Carbon County Annual Salary Board Meeting to be held and live-streamed at [www.facebook.com/carboncountycommissioners](http://www.facebook.com/carboncountycommissioners), Monday, January 3, 2022 convening at 2:00 P.M., immediately followed by a meeting of the Carbon County Board of Commissioners.

(Motion)

**#21-550 2022 HOLIDAYS:**

For approval: Authorize the advertisement of the 2022 Holidays as follows:

February 21	President’s Day
April 15	Good Friday
May 30	Memorial Day
July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Holiday
November 25	Thanksgiving Holiday
December 26	Christmas (Observed)

(Motion)

**#21-551 2022 MEETING SCHEDULE:**

For approval: Authorize the advertisement setting the 2022 meeting schedule as follows:

Notice is hereby given all public meetings of the Carbon County Board of Commissioners, and others listed below, for the year 2022 will be held and live-streamed at [www.facebook.com/carboncountycommissioners](http://www.facebook.com/carboncountycommissioners), every Thursday at 10:30 AM, prevailing time, in the Commissioners’ Conference Room #1, Third Floor, Carbon County Administration Building, Jim Thorpe, PA, commencing Thursday, January 13, 2022, with the following exceptions: November 24, 2022 – Thanksgiving.

Meetings of the Carbon County Salary Board for the year 2022 will be held on the first Thursday of each month upon recess of the Commissioners’ regular meeting, commencing February 3, 2022.

Meetings of the Carbon County Election Board for the year 2022 will be held on the second Thursday of each month following the Commissioners’ regular meeting, commencing January 13, 2022.

Meetings of the Carbon County Retirement Board for the year 2022 will be held on the third Thursday of each month following the Commissioners’ regular meeting, commencing January 20, 2022.

Meetings of the Carbon County Prison Board for the year 2022 will be held on the third Wednesday of each month beginning at 1:30 PM, in the Commissioners’ Conference Room #1, Third Floor, Carbon County Administration Building, Jim Thorpe, PA commencing on January 19, 2022.

Meetings are barrier-free. Requests for special accommodations should be directed to the County ADA Coordinator at (570) 325-3611.

(Motion)

**#21-552 CDBG/FAIR HOUSING ACTIVITY:**

For approval: Authorize the advertisement of Public Notice of Community Development Block Grant (CDBG) FY 2021 Fair Housing Activity required annually for those receiving federal program funds.

(Motion)

**COMMUNICATIONS CENTER/HVAC:**

**#21-553** For ratification: Due to the severity of the situation at the Carbon County Communications Center with the HVAC unit and confirmed by the County Engineer, the County has moved forward with the emergency replacement of the HVAC unit at the center effective November 4, 2021.

(Motion)

**#21-554** For ratification: Acceptance of the proposal from A&W Plumbing to replace said unit at the quoted price of \$60,000.00, this replaces agenda item #21-534 of November 4, 2021.

(Motion)

**CORONER:****#21-555 FORENSIC PATHOLOGY/AGREEMENT:**

For approval and execution: Agreement between County of Carbon and Forensic Pathology Associates of Allentown, Pennsylvania, to provide services for the Coroner's Office for the term January 1, 2022 – December 31, 2022 at the following fees:

Forensic Autopsy Services	\$ 1,650.00 (\$55.00 increase)
Neuropathology Consultative Services	\$ 775.00 (\$5.00 increase)
Histology, Slides and Preparation (per slide)	\$ 20.00
Toxicology Postmortem Screen	\$ 400.00
Vitreous, Electrolyte and Glucose	\$ 100.00
Carbon Monoxide	\$ 80.00
Expose Panel	\$ 150.00
Radiology Services	Fee per film at current LVHN fee schedule
MCADD	\$ 85.00

(Motion)

**#21-556 QUINCY TECHNOLOGY AGREEMENT:**

For approval and execution: Agreement with Quincy Technology Solutions, Incorporated of New Haven, Connecticut, for unlimited licensed software and maintenance for the Coroner's office for the period of January 1, 2022 through December 31, 2022. Cost is \$2,756.00 for hosting and \$3,497.00 for licensing, totaling \$6,253.00 (represents an increase of \$1,315.00) (funded through the Vital Statistics Fund).

(Motion)

**EMERGENCY MANAGEMENT:****#21-557 TRAINING CONTRACT/BUCKS COUNTY:**

For approval and execution: 2022 Training Membership Program Contract with Bucks County Community College selecting the "Bronze Membership Program" at a cost of \$1,200.00 (Funded by the 2021/2022 Hazardous Materials Response Fund (HMRF) Grant through the Hazmat Program).

(Motion)

**HUMAN SERVICES:****#21-558 STATE FOOD/EXPENSE & DATA:**

For acceptance: FY 2021/2022 State Food Purchase Program's First Quarter Expense and Data Report as submitted by Shepherd House, Incorporated to the Department of Agriculture.

(Motion)

**PLANNING & DEVELOPMENT:****#21-559 CDBG-CV/REIMBURSEMENT AGREEMENT/FAMILY PROMISE:**

For approval and execution: Reimbursement agreement with Family Promise of Carbon County through the FY 2020 CDBG-CV funds, in the amount of \$20,047.10, to benefit non-entitlement and entitlement municipalities as listed:

Non-entitlement municipalities - \$166,152.00  
 Franklin Township - \$61,417.00  
 Jim Thorpe Borough - \$62,808.00  
 Leighton Borough - \$64,734.00  
 Mahoning Township - \$61,533.00  
 Palmerton Borough - \$64,503.00

(Motion)



**SERVICE AGREEMENT:****#21-560 SCHINDLER ELEVATOR:**

For approval and execution: Annual renewal of the elevator service agreement with Schindler Elevator Corporation for the Court House (2), County Administration Building (1) and 76 Susquehanna Street (1), at a total cost of \$8,685.16.

The term will be October 1, 2021 through September 30, 2022. Elevator #1 in the Court House is covered until February 1, 2021 when it will be taken out of service. The invoice was decreased by \$1,404.08 to reflect the removal of elevator #1.

(Motion)

**V. SOLICITOR'S REPORT:****AGENCY ON AGING:****#21-561 AGREEMENT/REDCO:**

For approval and execution: Letter of agreement/linkages with ReDCo Group Behavioral Health Services, Stroudsburg, Pennsylvania, to continue to provide psychiatric outpatient services effective until December, 2023.

(Motion)

**CHILDREN & YOUTH:****#21-562 EXTENSION FISCAL CONSULTANT CONTRACT:**

For approval and execution: An extension to the Consulting agreement with Kellie Noble of Bethlehem, Pennsylvania, to provide fiscal services to the Children & Youth Services department effective November 1, 2021 through February 28, 2022. All other terms of the agreement remain in full force and effect.

(Motion)

**DOMESTIC RELATIONS/IV-D:****#21-563 TERMINATION AGREEMENT/HEARING OFFICER/DIEHL:**

For approval: A request was received from the Court Administrator for approval to terminate the agreement between the County of Carbon, Eileen Diehl, Esquire, Center Valley, Pennsylvania and the Carbon County Court of Common Pleas, Domestic Relations Office, for the provision of legal services as Hearing Officer as required under the IV-D Cooperative Agreement effective December 2021.

(Motion)

**#21-564 TERMINATION AGREEMENT/DIEHL:**

For approval: A request was received from the Court Administrator for approval to terminate the agreement between the County, the Court of Common Pleas/Domestic Relations Office, and Eileen Diehl, Esquire for the provision of professional legal services as Domestic Relations Hearing Officer and Custody/Divorce Master effective December 2021.

(Motion)

**LIL-RUS FARMS:****#21-565 RENEWAL AGREEMENT/MCLP:**

For approval: As recommended by the Parks and Recreation Commission to approve the Renewal of Agricultural Operations Agreement between the County and Lil-Rus Farms. The term of the renewal shall be three (3) years commencing on January 6, 2022 and ending January 7, 2025.

(Motion)

**PARKS/RECREATION:****#21-566 BANNER REQUEST:**

For approval and execution: A Banner Request was submitted for the following:

Carbon Chamber & Economic Development  
Tree Lighting Ceremony, December 3, 2021  
Banner Request: 11/22/21 to 12/06/21

(Motion)

**RESOLUTION:****#21-567 EAGLE SCOUT/MCCARTY:**

For ratification and adoption: Resolution honoring Aiden Sean McCarty, member of Boy Scout Troop 209, Palmerton, Pennsylvania, on attaining the rank of Eagle Scout.

(Motion to ratify and adopt Resolution #21-026)

**ST. LUKE'S/IRON STREET PROPERTY:****#21-568 LETTER OF INTENT:**

For acceptance: Letter of Intent from St. Luke's University Health Network, dated November 16, 2021, for the purchase of real estate located at 525 Iron Street, Lehighton, Pennsylvania.

(Motion)

**VI. FURTHER BUSINESS:**

**VII. COMMISSIONERS' REPORTS:**

Commissioner Ahner

Commissioner Lukasevich

Commissioner Nothstein

**VIII. ADJOURNMENT:**