

A G E N D A

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

SEPTEMBER 17, 2020

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 SEPTEMBER 10,
2020.

(Motion)

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

REPORT OF EXECUTIVE SESSIONS HELD:

I. DEPARTMENT REPORTS:

CHIEF CLERK/COUNTY ADMINISTRATOR

1. BUDGET TRANSFERS:

(Motion)

2. SUPPLEMENTAL APPROPRIATIONS:

There were no Supplemental Appropriations.

3. EXPENDITURES:

Approval of payroll check numbers 72754 through 72796 and Direct Deposit check numbers 6023078 through 6023503 for the payroll paid through the Payroll Fund Checking Account for all County Funds totaling \$593,086.07 (Payroll dated September 11, 2020).

(Motion to ratify)

Approval of check numbers 215595 through 215717 for expenditures through the General Fund Clearing Account as follows:

General Fund	\$ 184,329.02
Rental Property Fund	\$ 535.70
County Parking Fund	\$ 3,221.85
Liquid Fuels Fund	\$ 350.47
Area Agency on Aging Fund	\$ 40,726.40
Children & Youth Fund	\$ 1,095.92
Human Service Agency Fund	\$ 1,136.87
Domestic Relations Fund	\$ 214.54
Workforce Investment Act Fund	\$ 484.83
Parks & Recreation Fund	\$ 2,679.48
9-1-1 Fund	\$ 4,197.47

Haz-Mat Response Fund	\$ 59.09
Centralized Booking Fund	\$ 46.44
Hotel Room Excise Tax Fund	\$ 695.00
Capital Projects Fund	\$ 2,092.81
Fringe Benefit Payment Fund	\$ 516,222.72
Tax Claim Fund	\$ <u>137.23</u>
TOTAL:	\$ 758,225.84

(Motion)

II. TREASURER’S REPORT:

(Motion)

III. PERSONNEL REPORT:

(Motion)

IV. CORRESPONDENCE:

Minutes received: August 18, 2020 meeting of the Carbon County Planning Commission.

The August 2020 monthly reports were received from the Carbon County Recorder of Deeds

A petition was received from Connie Bowman to save Beltzville Lake located in Lehighton.

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, 2019 to June 30, 2020.

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

- Project Schedule and Final Design Status report #4
- 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

AREA AGENCY ON AGING:**#20-440 FOUR YEAR PLAN:**

For approval and execution: 4-Year Plan of the Carbon County Area Agency on Aging from October 1, 2020 through September 30, 2021 developed to facilitate long range needs, and required to be submitted to the State to ensure continued Federal funding.

(Motion)

ADVERTISING:**#20-441 ORDINANCE/PARKING:**

For approval: Advertisement of a Legal Notice regarding the County's intent to enact an Ordinance establishing and providing for parking kiosks/multi space parking meters; establishing kiosks zones; establishing and regulating unmetered parking lots; regulating parking, ticketing, and providing penalties for violation.

(Motion)

ARCHIVES:**#20-442 CARBON LEHIGH I.U./AGREEMENT:**

For approval and execution: Work-Base Learning Program Agreement between the County and Carbon Lehigh Intermediate Unit #21 for the 2020-2021 school year allowing young adults with disabilities on the job training in the Archives Department.

(Motion)

COMMISSIONERS:**#20-443 AUDIO VISUAL PROJECT:**

For approval and execution: Acceptance of a proposal from Visual Sound of Broomall, Pennsylvania, to provide audio and video technological upgrade to the equipment in the Commissioners Conference Room. Proposal is for equipment and installation in the amount of \$19,935.00 plus a three year service plan in the amount of \$2,625.00 under COSTARS Contract #034-023.

(Motion)

COMMUNICATIONS/911:**#20-444 AGREEMENT/GEISINGER MEDICAL CENTER:**

For approval and execution: Service agreement with Geisinger Medical Center through Life Flight Program to utilize their One-Call System when an aeromedical is needed for an incident.

(Motion)

DISTRICT COURT OFFICES:**#20-445 CONSTABLES:**

For ratification: Utilization of Constables for coverage in all four district court offices to October 1, 2020, at the rate of \$13.00 per hour per the Constable fee bill and request of the Court.

(Motion)

Z&A/FINANCIAL CONSULTANT:**#20-446 AMENDMENT:**

For approval and execution: Amendment to the agreement with Zelenkofske Axelrod LLC for financial consulting services for the year 2020 increasing the not to exceed fee from \$87,500.00 to \$187,500.00 due to additional services related to the County's COVID 19 Relief Block Grant. This amendment replaces the amendment approved June 25, 2020, Agenda Item #20-301.

(Motion)

V. SOLICITOR'S REPORT:**EMERGENCY OPERATIONS & TRAINING CENTER:****#20-447 PPL/RIGHT OF WAY AGREEMENT:**

For approval and execution: Right of Way agreement with PPL Electric Utilities Corporation to construct, reconstruct, operate and maintain its electric communication facilities consisting of nine poles, nine anchor guys, one pad mounted transformer, overhead and underground facilities to service the emergency operations and training center in Nesquehoning Borough.

(Motion)

MAGISTERIAL DISTRICT OFFICES:**#20-448 JANITORIAL SERVICES/ADDENDA #2:**

For approval and execution: Addenda #2 to the agreements between the following Independent Contractors for janitorial services at the Carbon County Magisterial District Offices. Addenda #2 amends agreements to clean and disinfect offices five (5) times weekly. Addenda #2 are effective

from October 1, 2020 through December 31, 2020, the County may terminate or modify the addenda at any time. Compensation is increased as follows: Rosalie Kmetz, increased to \$400.00/month; Gloria Otto, increased to \$400.00/month; Linda Pugliese, increased to \$400.00/month; Cynthia Roberts, increased to \$387.50/month. This represents an increase of \$150.00/month for each Independent Contractor.

(Motion)

RECORDER OF DEEDS:

#20-449 AGREEMENT/E-IMAGE DATA:

For approval and execution: A request was received from the Recorder of Deeds for an agreement with E-Image Data Corporation, Incorporated of Hartford, Wisconsin, to renew the maintenance coverage on the Scan Pro 3000 microfilm scanner located in the Recorder of Deeds office for the period of November 5, 2020 through November 4, 2021. Total cost is \$595.00 for a year.

(Motion)

PAYROLL:

#20-450 TAX DEFERRAL:

For approval: Authorize the opting out of the Payroll Tax Deferral retroactive to September 1, 2020 through December 31, 2020 issued by the POTUS on August 8, 2020, Notice #2020-65.

(Motion)

VI. FURTHER BUSINESS:

VII. COMMISSIONERS' REPORTS:

Commissioner Ahner

Commissioner Lukasevich

Commissioner Nothstein

VIII. ADJOURNMENT