

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:31 A.M. IN THE COMMISSIONER'S MEETING ROOM, COURTHOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS NOTHSTEIN, GERHARD, AND O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR AHNER, SOLICITOR MISCAVIGE, 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:

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 JANUARY 18, 2018.

BOARD POLLED:	O'GUREK	NOT VOTING*
	GERHARD	YES
	NOTHSTEIN	YES

*DUE TO ABSENCE AT THE JANUARY 18TH MEETING.

GUESTS (CONCERNING COUNTY BUSINESS):

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

CARBON CHAMBER/ECONOMIC DEVELOPMENT:

ANNUAL REPORT:

MARLYN KISSNER, EXECUTIVE DIRECTOR, CARBON COUNTY CHAMBER OF COMMERCE, KATHY HENDERSON, DIRECTOR/ECONOMIC DEVELOPMENT, AND ALICE WANNEMAKER WERE PRESENT TO GIVE THEIR ANNUAL REPORT. A BRIEF VIDEO WAS SHOWN AND COMMISSIONERS WERE GIVEN COPIES OF VARIOUS PAMPHLETS THAT WILL BE MADE AVAILABLE TO THE PUBLIC.

OPENING OF BIDS:

#18-033 **LP GAS DELIVERY/SERVICE:**

JANUARY 25, 2018

THE FOLLOWING BID WAS RECEIVED FOR LP GAS DELIVERY & EQUIPMENT SERVICE FOR VARIOUS COUNTY LOCATIONS:

BUTTON OIL & PROPANE	BID:
P.O. BOX 8	TRANSPORT TRUCK: 32.50 CENTS/GALLON
REAR 122 SOUTH MAIN ROAD	TANK WAGON: 71.50 CENTS/GALLON
MOUNTAINTOP, PA	

MOTION BY MR. O'GUREK, SECONDED BY MR. GERHARD, TO TABLE THE BID AND REFER TO THE PURCHASING DEPARTMENT AND SOLICITOR FOR REVIEW AND RECOMMENDATION TO AWARD OR REJECT IN ONE (1) WEEK.

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 FOR 2017 AS LISTED ON TRANSMITTALS DATED JANUARY 25, 2018.

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 68693 THROUGH 68756 AND DIRECT DEPOSIT CHECK NUMBERS 5112085 THROUGH 5112472 FOR THE NET PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$379,018.31 (PAYROLL DATED JANUARY 19, 2018).

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 136035 THROUGH 136175 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$	486,383.49
RENTAL PROPERTY FUND	\$	3,442.11
COUNTY PARKING FUND	\$	3,056.72
AREA AGENCY ON AGING FUND	\$	18,945.74
CHILDREN & YOUTH FUND	\$	169,297.63
HUMAN SERVICE AGENCY FUND	\$	56.60
DOMESTIC RELATIONS 4D FUND	\$	20,309.68
WORKFORCE INVESTMENT ACT FUND	\$	7,874.83
PARKS & RECREATION FUND	\$	4,502.41
9-1-1 FUND	\$	21,943.22
HAZ-MAT RESPONSE FUND	\$	1,229.97
HUMAN SERVICE DEVELOPMENT FUND	\$	12,000.00
HOMELESS GRANT FUND	\$	6,500.00
CENTRALIZED BOOKING FUND	\$	14.15
AFFORDABLE HOUSING FUND	\$	11,969.60
CDBG FUND	\$	506.80
CAPITAL PROJECTS FUND	\$	243,425.58
FRINGE BENEFIT PAYMENT FUND	\$	469,907.88
PAYROLL FUND	\$	<u>60,627.57</u>
TOTAL:	\$	1,541,993.98

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 VOTED YES WITH THE EXCEPTION OF BILLS FOR THE TIMES NEWS, PENTELEDATA, AND BLUE RIDGE COMMUNICATIONS, HE ABSTAINED.

TREASURER'S REPORT:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORT DATED JANUARY 19, 2018 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF JANUARY 19, 2018:

GENERAL FUND CHECKING ACCOUNT	\$	0.00
PAYROLL CHECKING ACCOUNT	\$	156,352.32
GENERAL FUND SP NOW	\$	9,134,691.32
OPERATING RESERVE	\$	943,141.29
RENTAL PROPERTY	\$	209,552.60
PARKING FUND	\$	745,281.98
LIQUID FUELS	\$	475,147.56
AREA AGENCY ON AGING	\$	437,960.99
CHILDREN & YOUTH	\$	1,250,898.90
HUMAN SERVICES AGENCY FUND	\$	25,273.27
DOMESTIC RELATIONS	\$	103,013.53
WORKFORCE INVESTMENT ACT	\$	30,614.95
PARKS & RECREATION FUND	\$	70,249.73
CARBON TRANSPORTATION	\$	0.00
9-1-1 FUND	\$	1,466,964.43
HAZMAT RESPONSE FUND	\$	124,137.72

JANUARY 25, 2018

OFFENDER SUPERVISION	\$	534,922.03
ADULT ELECTRONIC MONITORING	\$	176,887.66
FARMLAND PRESERVATION	\$	87,349.60
HUMAN SERVICES DEVELOPMENT	\$	12,725.08
HOMELESS GRANT	\$	6,835.75
CENTRALIZED BOOKING	\$	108,394.33
VICTIM WITNESS	\$	7,926.40
RECORDER OF DEEDS IMPROVEMENT	\$	32,380.12
COUNTY RECORDS IMPROVEMENTS	\$	18,432.37
JUVENILE SUPERVISION	\$	34,728.39
COMMUNITY SERVICE FEE FUND	\$	12,015.43
PROTHONOTARY AUTOMATION FUND	\$	58,949.57
AFFORDABLE HOUSING FEE	\$	332,502.50
CLERK OF COURTS AUTOMATION FUND	\$	4,227.35
REGISTER OF WILLS	\$	7,626.30
JUVENILE ELECTRONIC MONITORING FUND	\$	5,936.99
VITAL STATISTICS FUND	\$	45,414.98
SUBSTANCE ABUSE EDUCATION FUND	\$	127,684.15
LIQUID FUELS/ACT 44 FUND	\$	351,596.73
ACT 13 BRIDGE IMPROVEMENT FUND	\$	417,555.67
VICTIMS SERVICE FUND	\$	45,289.56
HOTEL EXCISE TAX FUND	\$	68,018.01
CDBG FUND	\$	710.91
DEBT SERVICE FUND	\$	1,324,235.38
CAPITAL PROJECTS FUND	\$	8,955,363.38
FRINGE BENEFITS PAYMENT FUND	\$	503,219.92
TAX CLAIM FUND	\$	507,799.32

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

PERSONNEL REPORT:

EMPLOYMENT SEPARATION:

JEREMY A. SCHOTT, DRUMS, PA – PART-TIME DISPATCHER/TRAINEE, COMMUNICATIONS CENTER – EFFECTIVE JANUARY 25, 2018.

SHERIFF APPOINTMENT:

TARA L. TRAINER, LEHIGHTON, PA – CIVIL PROCESS CLERK – EFFECTIVE FEBRUARY 5, 2018.

SEMINAR/TRAINING REQUESTS:

AREA AGENCY ON AGING

SUSAN E. ZEIGLER

LEADERSHIP DEVELOPMENT INSTITUTE TRAINING – MODULE 4

STATE COLLEGE, PA

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

SUSAN E. ZEIGLER

PDA QUARTERLY REVIEW & P4A MEMBERSHIP MEETING

HARRISBURG, PA

COST: CONFERENCE FEE \$80, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

COMMUNICATIONS CENTER

RAY H. BOSSARD, JR.

TAC OFFICER TRAINING

CONSHOHOCKEN, PA
COST: MEALS

HUMAN RESOURCES

DAWN M. BOWMAN
BENECON HEALTH BENEFITS SEMINAR 2018
LANCASTER, PA
COST: CONFERENCE FEE \$75, LODGING, MEALS

COURTS SEMINAR/TRAINING REQUESTS ACKNOWLEDGEMENTS:

ADULT PROBATION

DEREK D. GEORGE
PAUL J. KATTNER
CERTIFIED INSTRUCTOR COURSE
HARRISBURG, PA
COST: LODGING, MEALS

DEREK D. GEORGE
GLOCK ARMORER'S COURSE
READING, PA
COST: CONFERENCE FEE \$250

DOMESTIC RELATIONS

BRIDGET M. JOHNSTON
9TH ANNUAL HUMAN SERVICES PRIORITIES BRUNCH
JIM THORPE, PA
COST: MEALS

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PERSONNEL REPORT DATED
JANUARY 25, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

CORRESPONDENCE:

MINUTES RECEIVED: DECEMBER 18, 2017 MEETING OF THE CARBON COUNTY PLANNING COMMISSION;
DECEMBER 19, 2017 MEETING OF THE CARBON COUNTY SAFETY COMMITTEE.

CORRESPONDENCE WAS RECEIVED FROM THE FEDERAL ENERGY REGULATORY COMMISSION (FERC)
ENCLOSING ORDER ISSUING CERTIFICATES OF JANUARY 19, 2018 REGARDING THE PENNEAST PIPELINE
COMPANY LLC, ALONG WITH STATEMENTS OF COMMISSIONERS CHERYL A. LAFLEUR, RICHARD GLICK,
AND NEIL CHATTERJEE.

ADVERTISING REQUEST:

#18-034 ELECTIONS:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO AUTHORIZE THE ADVERTISEMENT OF
ALL LEGAL NOTICES RELATIVE TO THE 2018 GENERAL PRIMARY ELECTION.

BOARD POLLED:	O'GUREK	ABSTAIN
	GERHARD	YES
	NOTHSTEIN	YES

BOARDS & AUTHORITIES:

ENVIRONMENTAL ED CENTER:

#18-035 APPOINTMENT:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY THE APPOINTMENT OF KAY GILBERT, LEHIGHTON, PENNSYLVANIA AS CONSERVATION DISTRICT REPRESENTATIVE ON THE ENVIRONMENTAL EDUCATION CENTER ADVISORY BOARD AND TO AN ADDITIONAL FIVE-YEAR TERM EFFECTIVE TO DECEMBER 31, 2022.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

#18-036 REAPPOINTMENTS:

TERMS TO 12/31/22: BUSINESS/INDUSTRY REPRESENTATIVE AT-LARGE
BRENDAN LEE MARIGRACE HEYER
JIM THORPE, PA SUMMIT HILL, PA

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE REAPPOINTMENTS TO THE ENVIRONMENTAL EDUCATION CENTER ADVISORY BOARD FOR ADDITIONAL FIVE-YEAR TERMS AS LISTED.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

#18-037 RESIGNATION:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACKNOWLEDGE THE RESIGNATION OF CAROL GETZ, ALBRIGHTSVILLE, PENNSYLVANIA AS AN EDUCATION REPRESENTATIVE ON THE ENVIRONMENTAL EDUCATION CENTER ADVISORY BOARD, EFFECTIVE DECEMBER 31, 2017.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

CCCT/LANTA:

#18-038 MATP 4TH QUARTER:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE REVISED FY 2016/17 4TH QUARTER MEDICAL ASSISTANCE TRANSPORTATION PROGRAM (MATP) REPORT.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

CHILDREN & YOUTH:

#18-039 AGREEMENT:

A FY 2017-18 PURCHASE OF SERVICE AGREEMENT WAS SUBMITTED FOR THE FOLLOWING PROVIDER:

CATHOLIC SOCIAL SERVICES

PROVIDER: CATHOLIC SOCIAL SERVICES

FOSTER CARE (UP TO 24 MONTHS)

FY1 17-18

\$ 42.09

FOSTER CARE (24 MONTHS & ABOVE	\$49.09
RESPIRE CARE (BIRTH TO 24 MONTHS)	\$39.99
RESPIRE CARE (24 MONTHS & UP)	\$46.09

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE AGREEMENT.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

EMERGENCY MANAGEMENT:

#18-040 LEPC – HMEP GRANT MONEY:

A REQUEST WAS RECEIVED FROM THE EMERGENCY MANAGEMENT COORDINATOR FOR AUTHORIZATION TO USE 80% OF THE HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT FUNDS TO CONDUCT A HAZARDOUS MATERIAL COMMODITY FLOW STUDY (CFS) BY COCCIARDI AND ASSOCIATES.

*THE REMAINING 20% OF THE TOTAL COST OF \$7,250.00 PAID BY LEPC.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE REQUEST TO HAVE COCCIARDI AND ASSOCIATES CONDUCT A HAZARDOUS MATERIAL COMMODITY FLOW STUDY.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

HUMAN SERVICES:

#18-041 TEFAP/1ST QUARTER:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE 2017-2018 FIRST QUARTER (OCTOBER 2017 THROUGH DECEMBER 2017) INVENTORY PARTICIPATION REPORT AND INVOICE EXPENSE REIMBURSEMENT REQUEST FOR THE CARBON COUNTY TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP), WHICH HAS BEEN SUBMITTED TO THE DEPARTMENT OF AGRICULTURE.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

INFORMATION TECHNOLOGY:

#18-042 PENTELEDATA/EMA:

A REQUEST WAS RECEIVED FROM THE DIRECTOR OF INFORMATION TECHNOLOGY (IT) FOR APPROVAL OF THE SERVICE AGREEMENT RENEWAL WITH PENTELEDATA FOR INTERNET ACCESS VIA CABLE MODEM FOR THE CARBON COUNTY EMERGENCY MANAGEMENT AGENCY AT INCREASED SPEEDS FROM 8X2 TO 12X2 AT THE COST OF \$59.95/MONTH (NO INCREASE). THE TERM OF THE AGREEMENT IS THREE (3) YEARS.

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

BOARD POLLED:	O'GUREK	ABSTAIN
	GERHARD	YES
	NOTHSTEIN	YES

SOLICITOR'S REPORT:

COUNTY PARKING LOT:

#18-043 ACTIVITIES AGREEMENT:

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

PAUL MYERS, BOYERSTOWN, PA
½ MARATHON RUN/WALK & 5K WALK WITH FREE
CHILDREN'S ½ MILE RUN/WALK, APRIL 29, 2018

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

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

HOTEL ROOM RENTAL EXCISE TAX ORDINANCE:

#18-044 RULES & REGULATIONS:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY THE ADOPTION OF RULES AND REGULATIONS REGARDING HOTEL ROOM RENTAL EXCISE TAX ORDINANCE #2018-01 (AMENDMENT TO ORDINANCE 2016-04, 2016-02 AND 2006-02) ESTABLISHING AN EXCISE TAX ON THE RENTING OF HOTEL ROOMS.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

POCONO COUNTIES WIA:

#18-046 FINANCIAL AGREEMENT:

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) FINANCIAL AGREEMENT BETWEEN CARBON COUNTY (ADMINISTRATIVE ENTITY) AND PIKE COUNTY FOR EMPLOYMENT AND TRAINING AND RELATED ADMINISTRATIVE SERVICES FOR THE PERFORMANCE PERIOD OF JANUARY 1, 2018 TO JUNE 30, 2018 WAS SUBMITTED FOR APPROVAL. MAXIMUM PAYMENT SHALL NOT EXCEED \$250,305.00.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE AGREEMENT WITH PIKE COUNTY.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

FURTHER BUSINESS:

#18-047 ANIMAL SHELTER:

COMMISSIONER GERHARD ADVISED THAT THERE ARE SIXTEEN (16) DOGS AT THE ANIMAL SHELTER AND TOM CONNORS IS REQUESTING THE ADOPTION FEE BE REDUCED FOR THE MONTH OF FEBRUARY.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO REDUCE THE ADOPTION FEE HALF PRICE FROM \$100 TO \$50 FOR THE MONTH OF FEBRUARY, 2018.

BOARD POLLED: O'GUREK YES
GERHARD YES

JANUARY 25, 2018

NOTHSTEIN YES

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 11:00 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN