

**SEPTEMBER 06, 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, GERHARD, AND O'GUREK, CHIEF CLERK/COUNTY ADMINISTRATOR AHNER, SOLICITOR MISCAVIGE, EXECUTIVE SECRETARY MARIANNE BUTRIE, AND SECRETARY III JEN BOGER.

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

**MOMENT OF SILENCE:**

A MOMENT OF SILENCE WAS OBSERVED.

**PRAYER:**

THE 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. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD AUGUST 30, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**GUESTS (CONCERNING COUNTY BUSINESS):**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THAT THE FOLLOWING EXECUTIVE SESSION WAS HELD:

SEPTEMBER 4, 2018 1:30 P.M.      PERSONNEL REASONS

**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 SEPTEMBER 6, 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 70311 THROUGH 70371 AND DIRECT DEPOSIT CHECK NUMBERS 6001248 THROUGH 6001661 FOR THE PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$576,133.23 (PAYROLL DATED AUGUST 31, 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 200736 THROUGH 200827 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$	423,475.04
COUNTY PARKING FUND	\$	2,146.28
AREA AGENCY ON AGING FUND	\$	3,298.67
CHILDREN & YOUTH FUND	\$	6,161.85
DOMESTIC RELATIONS 4D FUND	\$	143.99
WORKFORCE INVESTMENT ACT FUND	\$	1,804.76
PARKS & RECREATION FUND	\$	2,451.84
9-1-1 FUND	\$	6,602.14
HAZ-MAT RESPONSE FUND	\$	164.17
HUMAN SERVICE DEVELOPMENT FUND	\$	8,500.00
HOMELESS GRANT FUND	\$	2,879.00
AFFORDABLE HOUSING FUND	\$	18,289.00
CAPITAL PROJECTS FUND	\$	<u>126,261.75</u>
TOTAL:	\$	602,178.49

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, WITH THE EXCEPTION OF THE BILLS FOR BLUE RIDGE COMMUNICATIONS AND THE TIMES NEWS, TO WHICH I ABSTAIN BECAUSE I AM A PART-TIME EMPLOYEE OF THE TIMES NEWS WHICH IS ALSO A SISTER COMPANY OF BLUE RIDGE COMMUNICATIONS."

**TREASURER'S REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORT DATED AUGUST 1, 2018 TO AUGUST 31, 2018 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF AUGUST 31, 2018:**

GENERAL FUND CHECKING ACCOUNT	\$ 7,450.72
GENERAL FUND SP NOW	\$ 13,803,522.41
OPERATING RESERVE FUND	\$ 952,594.38
RENTAL PROPERTY FUND	\$ 206,301.46
COUNTY PARKING FUND	\$ 805,379.46
LIQUID FUELS TAX FUND	\$ 452,201.39
AREA AGENCY ON AGING FUND	\$ 266,212.72
CHILDREN & YOUTH FUND	\$ 483,244.83
HUMAN SERVICES AGENCY FUND	\$ 23,240.53
DOMESTIC RELATIONS IV-D FUND	\$ 7,219.58
WORKFORCE INVESTMENT ACT	\$ 45,796.96
PARKS & RECREATION FUND	\$ 209,917.53
CARBON TRANSPORTATION SYSTEM FUND	\$ 427.42
9-1-1 FUND	\$ 1,342,712.26
HAZMAT RESPONSE FUND	\$ 126,934.34
OFFENDER SUPERVISION FUND	\$ 405,027.83
ADULT ELECTRONIC MONITORING FUND	\$ 191,715.69
FARMLAND PRESERVATION FUND	\$ 22,776.03
HUMAN SERVICES DEVELOPMENT FUND	\$ 21,680.10
HOMELESS GRANT FUND	\$ 9,801.12
CENTRALIZED BOOKING FUND	\$ 107,877.59
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	\$ 33,998.28
COMMUNITY SERVICE FEE FUND	\$ 10,798.33
PROTHONOTARY AUTOMATION FUND	\$ 69,823.37
AFFORDABLE HOUSING FUND	\$ 344,680.14
CLERK OF COURTS AUTOMATION FUND	\$ 973.31
REGISTER OF WILLS AUTOMATION FUND	\$ 8,048.19
JUVENILE ELECTRONIC MONITORING FUND	\$ 6,089.69
VITAL STATS IMPROVEMENT FUND	\$ 44,059.66
SUBSTANCE ABUSE EDUCATION	\$ 123,960.95
LIQUID FUELS/ACT 44	\$ 385,628.73
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 516,473.17
VICTIMS SERVICES FUND	\$ 44,307.60
HOTEL ROOM EXCISE TAX FUND	\$ 13,642.88
CDBG FUND	\$ 168.00
DEBT SERVICE FUND	\$ 1,496,556.95
CAPITAL PROJECTS FUND	\$ 8,718,972.25
FRINGE BENEFITS PAYMENT FUND	\$ 502,237.81
PAYROLL FUND	\$ 34,549.59
TAX CLAIM FUND	\$ 574,576.45

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

THE CHAIRMAN RECESSED THE REGULAR MEETING AT 10:33 A.M. IN ORDER TO CONVENE THE MONTHLY SALARY BOARD MEETING.

THE BOARD RECONVENED THE REGULAR MEETING AT 10:35 A.M.

**PERSONNEL REPORT:**

**RESIGNATION:**

**MATTHEW J. GIBBS-BUSS**, NESQUEHONING, PA – PART-TIME K-9 OFFICER, ANIMAL SHELTER – EFFECTIVE SEPTEMBER 9, 2018.

**HIRE:**

**FNU GURPREET KAUR**, ALLENTOWN, PA – ACCOUNTANT II, HUMAN SERVICES – EFFECTIVE SEPTEMBER 10, 2018.

**CHANGE OF STATUS:**

**JODI A. SONON**, WEISSPORT, PA

FROM: PART-TIME AUTOMATION CLERK, BUREAU OF COLLECTIONS:

TO: COLLECTION CLERK II, BUREAU OF COLLECTIONS

EFFECTIVE SEPTEMBER 10, 2018.

**SEMINAR/TRAINING REQUESTS:**

**COOPERATIVE EXTENSION**

**GEORGIA A. FARROW**

A CONVERSATION ON DIVERSITY

UNIVERSITY PARK, PA

**SHERIFF**

**CHELSEA L. DAVIDSON**

ACT 2 BASIC TRAINING

STATE COLLEGE, PA

**COURTS SEMINAR/TRAINING REQUESTS ACKNOWLEDGEMENTS:**

**DOMESTIC RELATIONS**

**BRIDGET M. JOHNSTON**

**LEAN SIGMA TRAINING**

NANTICOKE, PA

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

**KAREN M. GASKER**

**STACY L. KATTNER**

CARBON COUNTY RE-ENTRY COALITION: THE JUSTICE SYSTEM AND COMMUNITY RESOURCES LEARNING SERIES

BOWMANSTOWN, PA

COST: MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PERSONNEL REPORT DATED SEPTEMBER 6, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**CORRESPONDENCE:**

THE AUGUST 2018 MONTHLY REPORT WAS RECEIVED FROM THE CARBON COUNTY REGISTER OF WILLS.

THE AUGUST 2018 REPORT TO CARBON COUNTY STAKEHOLDERS REGARDING THE PENNEAST/UGI PIPELINE PROJECT WAS RECEIVED FROM SAVE CARBON COUNTY.

A COMMUNICATION WAS RECEIVED REGARDING THE FOLLOWING PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT:

BIO-HAZ SOLUTIONS, INCORPORATED, NESQUEHONING, PA  
PRE-DENIAL LETTER, MEDICAL WASTE PROCESSING AND TRANSFER FACILITY PERMIT  
APPLICATION #400695, APS #884262, AUTHORIZATION #1096259

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES INFORMING OF THE FOLLOWING:

- HOMELESS ASSISTANCE PROGRAM (HAP) FY 2018-2019 ALLOCATION FOR CARBON COUNTY IS \$27,359
- HUMAN SERVICES DEVELOPMENT FUND (HSDF) FY 2018-2019 ALLOCATION FOR CARBON COUNTY IS \$50,000

**BID AWARD:**

**#18-399 CDBG/JIM THORPE:**

A RECOMMENDATION WAS RECEIVED FROM THE PLANNING & DEVELOPMENT OFFICE TO AWARD THE CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT AS FOLLOWS:

**JIM THORPE BOROUGH**

STREET IMPROVEMENTS/7<sup>TH</sup> STREET RECONSTRUCTION  
(FY2014)

LEHIGH ASPHALT PAVING & CONSTRUCTION COMPANY  
TAMAQUA, PA BID: \$76,430.00

MOTION BY MR. GERHARD, SECONDED BY MR. O’GUREK, TO AWARD THE CONTRACT FOR JIM THORPE BOROUGH TO LEHIGH ASPHALT AT THEIR BID OF \$76,430.00.

BOARD POLLED:	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**BID AWARD EXTENSION:**

**#18-400 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 13, 2018:

PACKER TOWNSHIP – FACILITIES/PARKS & RECREATION, JOE ANDREUZZI COMMUNITY PARK  
(FY2014)

\*WAITING FOR APPROVAL FROM DCED

MOTION BY MR. GERHARD, SECONDED BY MR. O’GUREK, TO APPROVE THE REQUEST EXTENDING ACTION ON THE PACKER TOWNSHIP BID UNTIL SEPTEMBER 13, 2018.

BOARD POLLED:	O’GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**CCCT/LANTA:**

**MATP PROGRAM:**

**#18-401 2018-19 AGREEMENT/AMENDMENT 1:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE AMENDMENT #1 TO THE SERVICE AGREEMENT BETWEEN THE COUNTY AND LANTA AS REQUIRED BY THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES FOR TRANSPORTATION SERVICES UNDER THE MEDICAL ASSISTANCE TRANSPORTATION PROGRAM (MATP). THE AMENDMENT IS A MODIFICATION TO APPENDIX B AND LISTS THE PER TRIP RATE THE COUNTY AGREES TO PAY TO PROVIDER AT \$52.65 PER CLIENT TRIP, EFFECTIVE OCTOBER 1, 2018.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**CHILDREN & YOUTH:**

**#18-402 AGREEMENT/FY 2018/19:**

A FY 2018/2019 IN-HOME SERVICE PROVIDER AGREEMENT WAS SUBMITTED FOR THE FOLLOWING PROVIDER:

**JUSTICE WORKS YOUTH CARE**  
**PITTSBURGH, PA**

<b><u>PROVIDER:</u></b>	<b><u>FY 18-19</u></b>	<b><u>FY 17-18</u></b>	<b><u>DIFFERNECE</u></b>
<b><u>VIP -VIOLATION INITIATIVE PROGRAM</u></b>			
VIP FULL (5+DA YS OF CONTACT)	\$70.00	\$70.00	\$0.00/PER DIEM
VIP INTENSIVE (3-4 DAYS OF CONTRACT)	\$45.00	\$45.00	\$0.00/PER DIEM
VIP STANDARD (2 DAYS OR LESS OF CONTRACT)	\$20.00	\$20.00	\$0.00/PER DIEM
THINKING FOR A CHANGE (T4C)*	\$240.00	\$240.00	\$0.00/PER GROUP
*UP TO 10 PARTICIPANTS PER GROUP, 1 TWO HR SESSION PER WEEK, 8 WEEK CYCLE			
I NDIRECT TRAVEL/NO SHOW/PHONE CALLS/ CANCELLATION	\$30.00	\$30.00	\$0.00/PER HOUR
FGDM-SUCCESSFUL CONFERENCE	\$3,000.00	\$3,000.00	\$0.00/PER FAMILY
FGDM-SUCCESSFUL REFERRAL BUT NO CONFERENCE	\$1,000.00	\$1,000.00	\$0.00/PER FAMILY
FGDM-U NSUCCESSFUL REFERRAL	\$250.00	\$250.00	\$0.00/PER FAMILY
STOPP-SHORT-TERM THERAPEUTIC OUTREACH TO PREVENT PLACEMENT	\$80.00	\$82.00	\$2.00/PER HOUR
JUSTCARE	\$75.00	\$77.00	\$2.00/PER HOUR
NURTURING PARENTING	\$75.00	\$77.00	\$2.00/PER HOUR
VISIT COACHING PROGRAM	\$75.00	\$75.00	\$2.00/PER HOUR
FAMILY FINDING PROGRAM**	\$65.00	\$0.00	(\$65.00)/PER HOUR

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE AGREEMENT WITH JUSTICE WORKS YOUTH CARE.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**EMERGENCY MANAGEMENT:**

**#18-403 EMERGENCY OPERATIONS PLAN:**

THE 2018 (UPDATED) CARBON COUNTY EMERGENCY OPERATIONS PLAN (EOP) WAS SUBMITTED FOR ADOPTION AND EXECUTION.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT AND EXECUTE THE CARBON COUNTY EMERGENCY OPERATIONS PLAN (EOP).

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**HUMAN SERVICES:**

**#18-404 HAP OPERATIONS:**

A REQUEST WAS RECEIVED FROM THE CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES FOR AUTHORIZATION TO CONTINUE UNINTERRUPTED HOMELESS ASSISTANCE PROGRAM (HAP) CASE MANAGEMENT AND RENTAL ASSISTANCE SERVICES BEYOND JUNE 30, 2018 UNTIL AN OFFICIAL AGREEMENT BETWEEN THE AGENCY AND THE COUNTY IS FINALIZED AND OFFICIALLY SIGNED.

IT IS UNDERSTOOD THAT ANY EXPENSE INCURRED AS A RESULT OF THESE SERVICES ON OR AFTER JULY 1, 2018 WILL BE RECORDED AS A FY 2018/2019 HAP-RELATED/HUMAN SERVICES BLOCK GRANT COST.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO GRANT AUTHORIZATION TO CONTINUE THE HAP PROGRAM AS REQUESTED.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**#18-405 HSDF PROGRAM OPERATIONS:**

A REQUEST WAS RECEIVED FROM THE CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES FOR AUTHORIZATION TO CONTINUE UNINTERRUPTED HUMAN SERVICES DEVELOPMENT FUND (HSDF) SUPPORTED CHORE AND HOUSING RELATED SERVICE PLANNING/CASE MANAGEMENT SERVICES TO CLIENTS IN NEED BEYOND JUNE 30, 2018.

IT IS UNDERSTOOD THAT ANY EXPENSE INCURRED BEYOND AS A RESULT OF THESE SERVICES ON OR AFTER JULY 1, 2018 WILL BE RECORDED AS A FY 2018/2019 HSDF-RELATED HUMAN SERVICES BLOCK GRANT COST.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO GRANT AUTHORIZATION TO CONTINUE THE HSDF PROGRAM AS REQUESTED.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER O'GUREK REFERENCED THE ACTION TAKEN REGARDING THE HAP AND HSDF PROGRAMS, NOTING THAT AS LISTED UNDER CORRESPONDENCE, WE HAVE RECEIVED NOTIFICATION FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES THAT THE PROGRAMS HAVE BEEN APPROVED.

COMMISSIONER GERHARD NOTED THAT THE COUNTY IS LOOKING FOR A PART-TIME EMPLOYEE AT

THE CARBON COUNTY ANIMAL SHELTER, NOT TO EXCEED 1000 HOURS.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:41 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN