

**MARCH 26, 2020**

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

PRESENT WERE COMMISSIONERS NOTHSTEIN, LUKASEVICH, AND AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE AHNER, SOLICITOR MISCAVIGE, AND EXECUTIVE SECRETARY 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 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. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD MARCH 19, 2020.

\*NOTING CHANGE: #20-148 CCCT/LANTA: CERTIFICATIONS/ASSURANCES FFY2019  
SHOULD BE CERTIFICATIONS/ASSURANCES FFY 2020

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

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

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THE BOARD IS PERFORMING SOCIAL DISTANCING DURING THE COMMISSIONERS' MEETINGS AND ARRANGING CONFERENCE CALLS AMONG OTHER VARIOUS TYPES OF COMMUNICATION IN THIS TIME OF CRISIS.

**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS (2019 & 2020):**

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE THE BUDGET TRANSFERS FOR

2019 AND 2020 ON TRANSMITTALS DATED MARCH 26, 2020.

BOARD POLLED: AHNER YES  
 LUKASEVICH YES  
 NOTHSTEIN YES

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 212267 THROUGH 212375 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$111,655.97
RENTAL PROPERTY FUND	\$ 1,445.56
COUNTY PARKING FUND	\$ 3,041.24
AREA AGENCY ON AGING FUND	\$ 54,892.33
CHILDREN & YOUTH FUND	\$ 96,278.81
DOMESTIC RELATIONS FUND	\$ 3,250.44
WORKFORCE INVESTMENT ACT FUND	\$ 800.00
PARKS & RECREATION FUND	\$ 2,238.61
CARBON TRANSPORTATION FUND	\$ 219,706.00
9-1-1 FUND	\$ 2,944.14
HAZ-MAT RESPONSE FUND	\$ 218.88
FARMLAND PRESERVATION FUND	\$ 21,116.94
VICTIM/WITNESS FUND	\$ 184.80
PROTHONOTARY AUTOMATION FUND	\$ 2,384.00
HOTEL ROOM EXCISE TAX FUND	\$ 29.25
CDBG FUND	\$ 885.47
TOTAL:	\$ 521,072.44

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE PAYMENT OF THE CHECK NUMBERS AS LISTED ABOVE.

BOARD POLLED: AHNER YES  
 LUKASEVICH YES  
 NOTHSTEIN YES

**TREASURER'S REPORT:**

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ACCEPT THE TREASURER'S REPORT DATED MARCH 16, 2020 TO MARCH 20, 2020 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF MARCH 20, 2020:**

GENERAL FUND CHECKING ACCOUNT	\$ 1,251.94
GENERAL FUND SP NOW	\$ 4,218,110.53
OPERATING RESERVE FUND	\$ 980,902.56
RENTAL PROPERTY FUND	\$ 196,118.37
COUNTY PARKING FUND	\$ 1,071,375.69
LIQUID FUELS TAX FUND	\$ 594,679.10

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AREA AGENCY ON AGING FUND	\$ 230,413.77
CHILDREN & YOUTH FUND	\$ 1,060,860.41
HUMAN SERVICE AGENCY FUND	\$ 8,113.59
DOMESTIC RELATION IV-D FUND	\$ 85,520.24
WORKFORCE INVESTMENT ACT	\$ 27,604.12
PARKS & RECREATION FUND	\$ 137,070.09
CARBON TRANSPORTATION SYSTEM FUND	\$ 327,434.59
9-1-1 FUND	\$ 1,039,983.59
HAZMAT RESPONSE FUND	\$ 154,847.37
OFFENDER SUPERVISION FUND	\$ 376,693.77
ADULT ELECTRONIC MONITORING FUND	\$ 213,173.81
FARMLAND PRESERVATION FUND	\$ 89,038.04
HUMAN SERVICE DEVELOPMENT FUND	\$ 13,053.38
HOMELESS GRANT FUND	\$ 7,877.23
CENTRALIZED BOOKING FUND	\$ 169,333.50
VICTIM/WITNESS FUND	\$ 8,005.86
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 49,683.40
COUNTY RECORDS IMPROVEMENTS FUND	\$ 19,838.89
JUVENILE SUPERVISION FEE FUND	\$ 37,171.20
COMMUNITY SERVICE FEE FUND	\$ 9,000.44
PROTHONOTARY AUTOMATION FUND	\$ 33,437.40
AFFORDABLE HOUSING FUND	\$ 285,369.27
CLERK OF COURTS AUTOMATION FUND	\$ 6,349.36
REGISTER OF WILLS AUTOMATION FUND	\$ 14,646.82
JUVENILE ELECTRONIC MONITORING FUND	\$ 6,270.65
VITAL STATS IMPROVEMENT FUND	\$ 41,235.75
SUBSTANCE ABUSE EDUCATION	\$ 156,654.26
LIQUID FUELS/ACT 44	\$ 546,243.08
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 649,308.11
VICTIMS SERVICES FUND	\$ 68,625.73
HOTEL ROOM EXCISE TAX FUND	\$ 27,470.95
CDBG FUND	\$ 904.69
DEBT SERVICE FUND	\$ 478,319.64
CAPITAL PROJECTS FUND	\$ 15,761,995.45
FRINGE BENEFIT PAYMENT FUND	\$ 565,742.99
PAYROLL FUND	\$ 40,538.41
TAX CLAIM FUND	\$ 1,045,713.50

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**PERSONNEL REPORT:**

**EMPLOYMENT SEPARATION:**

ZACHARY M. THOMAS, TAMAQUA, PA – PART-TIME K-9 OFFICER, ANIMAL SHELTER – EFFECTIVE MARCH 26, 2020.

**RESIGNATION:**

MICHAEL D. CUTLER, SUMMIT HILL, PA – AGING CASE AIDE II, AREA AGENCY ON AGING – EFFECTIVE APRIL 1, 2020.

**HIRES:**

DAISY SERRANO, HAZLETON, PA – 911 OPERATOR, COMMUNICATIONS CENTER – EFFECTIVE APRIL 6, 2020.  
MARIA M. CONRAD, LANSFORD, PA – PART-TIME DISPATCHER TRAINEE, COMMUNICATIONS CENTER – EFFECTIVE MARCH 30, 2020.

**PRISON BOARD APPOINTMENTS:**

**RODNEY R. REESER**, BOWMANSTOWN, PA – SITE COORDINATOR TRAINEE, CORRECTIONS – EFFECTIVE APRIL 7, 2020

**RONALD J. RISI JR.**, NEW RINGGOLD, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE MARCH 30, 2020.

**DEXTER T. SANDY**, LANSFORD, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE MARCH 30, 2020.

**ANTHONY ESCOLANO**, ALLENTOWN, PA – PART-TIME CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE MARCH 30, 2020.

**TATYANA L. GARCIA**, LEHIGHTON, PA – PART-TIME CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE MARCH 30, 2020.

**DARYN C. MINGUS**, MOUNTAINTOP, PA – PART-TIME CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE MARCH 30, 2020.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO ACCEPT THE PERSONNEL REPORT DATED MARCH 26, 2020.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**CORRESPONDENCE:**

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES INFORMING OF CARBON COUNTY’S TENTATIVE CHILD WELFARE NEEDS-BASED BUDGET (NBPB) ALLOCATIONS FOR STATE FY 2020-21.

COMMUNICATIONS WERE RECEIVED FROM THE DEPUTY SECRETARY FOR MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES TO ANNOUNCE THE FOLLOWING:

THE ALLOCATION OF \$134,000 IN FY 2019-2020 STATE OPIOID USE DISORDER (OUD) FUNDING (APPROPRIATION 10262) TO THE COUNTY’S DRUG AND ALCOHOL PROGRAM.

THE REDUCTION OF \$134,000 IN FY 2019 -2020 OPIOID USE DISORDER FUNDS (OUD) (APPROPRIATION 10262) WAS INCORRECTLY INCLUDED IN THE COMMUNITY MENTAL HEALTH PRIMARY ALLOCATION.

**ADVERTISING REQUESTS:**

**#20-156 BIDS/REFUSE COLLECTION:**

AUTHORIZE THE ADVERTISEMENT OF THE INVITATION TO BID FOR REFUSE AND RECYCLING COLLECTION AT VARIOUS COUNTY LOCATIONS. (AGREEMENTS DATED MARCH 27, 2017 EXPIRE ON APRIL 30, 2020 WITH NO OPTION TO RENEW THE TERM ON THE CONTRACTS)

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO AUTHORIZE THE ADVERTISEMENT OF INVITATION TO BID FOR REFUSE AND RECYCLING COLLECTION AT VARIOUS COUNTY LOCATIONS.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**BID EXTENSION/CDBG:**

**#20-157A BEAVER MEADOWS:**

A REQUEST WAS RECEIVED FROM THE DIRECTOR OF PLANNING & DEVELOPMENT FOR APPROVAL TO AUTHORIZE THE (1) ONE WEEK EXTENSION TO AWARD OR REJECT THE BIDS FOR THE FOLLOWING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT:

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BEAVER MEADOWS BOROUGH – STREETS IMPROVEMENTS – TAMAQUA STREET & GOOSE ALLEY (FY2016)

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE THE EXTENSION OF THE BEAVER MEADOWS BOROUGH STREETS IMPROVEMENTS – TAMAQUA STREET & GOOSE ALLEY (FY2016) CDBG PROJECT.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**BID REJECTION/CDBG:**

**#20-157B MAHONING TOWNSHIP:**

A COMMUNICATION WAS RECEIVED FROM THE DIRECTOR OF PLANNING & DEVELOPMENT RECOMMENDING THE BIDS FOR THE FOLLOWING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT BE REJECTED AS REQUESTED BY MAHONING TOWNSHIP:

MAHONING TOWNSHIP – STREETS IMPROVEMENTS - RECONSTRUCT PINE & DOUGLAS STREET (FY 2016, FY 2017, FY2018)

MOTION BY MR. AHNER, SECONDED MR. LUKASEVICH, TO REJECT THE BIDS FOR THE MAHONING TOWNSHIP STREETS IMPROVEMENTS – RECONSTRUCT PINE & DOUGLAS STREET (FY 2016, FY 2017, FY 2018) CDBG PROJECT.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**BOARDS & AUTHORITIES:**

**#20-158 AGRICULTURAL PRESERVATION:**

**REAPPOINTMENTS:**

AGRICULTURAL LAND PRESERVATION BOARD (3-YEAR TERM TO EXPIRE APRIL 10, 2023):

RICHARD FEDOR	ROBERT SELERT
PALMERTON, PA	WEATHERLY, PA

MOTION BY MR. LUKASEVICH, SECONDED MR. AHNER, TO APPROVE THE REAPPOINTMENT OF RICHARD FEDOR, PALMERTON, PENNSYLVANIA AND ROBERT SELERT, WEATHERLY, PENNSYLVANIA TO AN ADDITIONAL THREE-YEAR TERM TO THE AGRICULTURAL LAND PRESERVATION BOARD, TO EXPIRE APRIL 10, 2023.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**CORRECTIONAL FACILITY:**

**VEHICLE FLEET FINANCING:**

**#20-159 AGREEMENT/ENTERPRISE:**

A REQUEST WAS RECEIVED FROM THE WARDEN ENCLOSING A PROPOSAL FROM ENTERPRISE FLEET MANAGEMENT OF ANNVILLE, PENNSYLVANIA, UNDER THE VEHICLE FLEET FINANCING AND MAINTENANCE OF THE MASTER OPEN-END (EQUITY) LEASE AGREEMENT TO LEASE A 2020 CHEVROLET

EQUINOX FOR A 60 MONTH TERM AT A COST OF \$456.03/MONTH PLUS A ONE TIME PAYMENT OF \$1,222.15 FOR INSTALLATION OF THE SETINA. (THIS REPLACES THE CHEVY TAHOE.)

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE PROPOSAL FROM ENTERPRISE FLEET MANAGEMENT.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**SOLICITOR'S REPORT:**

**AREA AGENCY OF AGING:**

**PERS AGREEMENTS:**

**#20-160 2<sup>ND</sup> EXTENSION:**

A REQUEST WAS RECEIVED FROM THE AREA AGENCY ON AGING FOR APPROVAL OF THE SECOND EXTENSION TO PERS (PERSONAL EMERGENCY RESPONSE SYSTEM) CONTRACT WITH MEDSCOPE AMERICA CORPORATION TO CONTINUE TO PROVIDE PERSONAL EMERGENCY RESPONSE SERVICES FOR CARBON COUNTY AREA AGENCY ON AGING FROM JULY 1, 2020 THROUGH JUNE 30, 2021.  
ALL TERMS AND CONDITIONS OF THE DECEMBER 15, 2016 CONTRACT SHALL REMAIN THE SAME.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE AGREEMENT WITH MEDSCOPE AMERICA CORPORATION.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**AUDITING SERVICES:**

**#20-161 RKL LLP/ARRANGEMENT LETTER:**

AN ARRANGEMENT LETTER WITH RKL LLP FOR THE 2019 SINGLE AUDIT, WHICH INCLUDES WORKFORCE INVESTMENT AGENCY (WIA), AT A TOTAL COST NOT TO EXCEED \$46,100.00 WAS RECEIVED FOR APPROVAL AND EXECUTION.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE ARRANGEMENT LETTER TO RKL LLP.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**DECLARATION OF DISASTER EMERGENCY:**

**#20-162 RESOLUTION/DECLARATION:**

DECLARATION OF DISASTER EMERGENCY DUE TO CORONAVIRUS DISEASE – 2019 (COVID-19) AUTHORIZED THE 26<sup>TH</sup> DAY OF MARCH, 2020 EXTENDING THE ORIGINAL DECLARATION OF DISASTER FOR 60 DAYS.

**DECLARATION OF DISASTER EMERGENCY  
FOR THE COUNTY OF CARBON, PENNSYLVANIA**

**WHEREAS**, ON THE 16<sup>TH</sup> DAY OF MARCH, 2020, THE CARBON COUNTY BOARD OF COMMISSIONERS DECLARED THE IMMINENCY OF A DISASTER EMERGENCY IN CARBON COUNTY DUE TO COVID-19 PURSUANT TO THE PROVISIONS OF SECTION 7501 OF THE PENNSYLVANIA EMERGENCY MANagements



REGARDS TO THE COVID-19.

COMMISSIONER LUKASEVICH SPOKE OF THE CENSUS 2020 NOTING CARBON COUNTY'S RESPONSE REMAINS BEHIND THE AVERAGE IN PENNSYLVANIA BY THE RATE OF 6%. HE IS ENCOURAGING THE PUBLIC TO COMPLETE THE CENSUS 2020 QUESTIONNAIRE TO ASSURE REVENUE FOR THE COUNTY.

HE COMMENTED ON LANTA SUSPENDING THE LYNX BUS FIXED ROUTE SERVICE AS OF MARCH 26, 2020 UNTIL FURTHER NOTICE. THE SHARED RIDE PARATRANSIT WILL CONTINUE OPERATION WITH RESTRICTED TRIPS.

THANKED MR. HERMAN AND MR. MARKS FOR ALLOWING THE COUNTY TO PLACE A PUBLIC SERVICE AD LOCATED IN PACKERTON DIP, LEHIGHTON, TO EMPHASIZE THE IMPORTANCE OF SOCIAL DISTANCING.

ACKNOWLEDGING SENATOR JOHN YUDICHAK, STATE REPRESENTATIVE DOYLE HEFFLEY, COUNTY SHERIFF'S ASSOCIATION, AND COUNTY SHERIFF TONY HARVILLA FOR THE EXTENSION OF THE EXPIRATION DATE IN REGARDS TO CONCEALED CARRY PERMIT.

COMMISSIONER NOTHSTEIN COMMENTED ON THE CHALLENGES THE COUNTY IS EXPERIENCING WITH REDUCTION IN STAFF DUE TO THE COVID-19. EMPHASIZING THE FINANCIAL IMPACT THIS WILL HAVE ON EVERYONE. HE ENCOURAGES EVERYONE TO SUPPORT AND WORK TOGETHER WITH EACH OTHER.

COUNTY CONTROLLER MARK SVERCHEK, COUNTY TREASURER RONALD SHEEHAN, COURT ADMINISTRATOR GREG ARMSTRONG GAVE A DETAILED EXPLANATION ON THE STAFF REDUCTION IN THE COUNTY OFFICES IN AND EFFECTS THE COVID-19 ISSUES MAY HAVE ON FUTURE OPERATIONS AND FINANCES.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:52 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN