

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:33 A.M. IN THE COMMISSIONERS' MEETING ROOM, CARBON COUNTY ADMINISTRATION BUILDING, JIM THORPE, PENNSYLVANIA, VIA THE ZOOM PLATFORM WITH LIVE STREAM FOR THE PUBLIC ON THE CARBON COUNTY COMMISSIONERS FACEBOOK PAGE.

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, COURT ADMINISTRATOR, HUMAN RESOURCES DIRECTOR, DISTRICT ATTORNEY GREEK, ASSISTANT DIRECTOR OF ELECTIONS CAROL ETHERIDGE, REGISTER OF WILLS JEAN PAPAY, RECORDER OF DEEDS DONNA GENTILE, RECORDER OF DEEDS FIRST DEPUTY ANITA DIETRICH, PROTHONOTARY KAYLA SEMMEL, PROTHONOTARY'S FIRST DEPUTY KELLY SOLT, CLERK OF COURTS TYRA BONI, CLERK OF COURTS FIRST DEPUTY KAREN SWEENEY, TOM GERHARD AND MEMBERS OF THE PRESS 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. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD SEPTEMBER 2, 2021.

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| 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.

PRESENTATION:

TOM GERHARD ON BEHALF OF CONGRESSMAN MEUSER:

TOM GERHARD ON BEHALF OF CONGRESSMAN DAN MEUSER PRESENTED A CONGRESSIONAL RECORD ACKNOWLEDGING CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE AHNER FOR BEING RECOGNIZED BY THE COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA (CCAP) AS "COUNTY ADMINISTRATOR OF THE YEAR".

SEPTEMBER 9, 2021

EXECUTIVE SESSIONS:

THE CHAIRMAN REPORTED THAT THERE WERE NO EXECUTIVE SESSIONS HELD.

DEPARTMENT REPORTS:

CHIEF CLERK/COUNTY ADMINISTRATOR:

BUDGET TRANSFERS:

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED SEPTEMBER 9, 2021.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

SUPPLEMENTAL APPROPRIATIONS:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE THE SUPPLEMENTAL APPROPRIATION AS LISTED ON TRANSMITTAL DATED SEPTEMBER 9, 2021.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

EXPENDITURE APPROVAL:

GENERAL FUND CLEARING ACCOUNT:

APPROVAL OF CHECK NUMBERS 223239 THROUGH 223355 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

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| GENERAL FUND | \$ 387,246.68 |
| RENTAL PROPERTY FUND | \$ 1,440.24 |
| COUNTY PARKING FUND | \$ 2,304.11 |
| AREA AGENCY ON AGING FUND | \$ 3,405.25 |
| CHILDREN & YOUTH FUND | \$ 328,256.79 |
| DOMESTIC RELATIONS FUND | \$ 50.74 |
| WORKFORCE INVESTMENT ACT FUND | \$ 112.67 |
| PARKS & RECREATION FUND | \$ 826.91 |
| 9-1-1 FUND | \$ 7,237.02 |
| HAZ-MAT RESPONSE FUND | \$ 59.42 |
| CENTRALIZED BOOKING FUND | \$ 86.21 |
| VICTIM/WITNESS FUND | \$ 63.48 |
| AFFORDABLE HOUSING FUND | \$ 0.46 |
| CDBG FUND | \$ 7.16 |
| CAPITAL PROJECTS FUND | \$ 37,830.58 |
| TAX CLAIM FUND | \$ 469,784.72 |
| TOTAL: | \$1,238,712.44 |

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 SEPTEMBER 1, 2021 TO SEPTEMBER 3, 2021 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF SEPTEMBER 3, 2021:

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| GENERAL FUND CHECKING ACCOUNT | \$ 1,618.92 |
| GENERAL FUND SP NOW | \$ 18,209,044.49 |
| PLGIT/PRIME | \$ 0.00 |
| OPERATING RESERVE FUND | \$ 984,870.14 |
| PLGIT/PRIME | \$ 0.00 |
| RENTAL PROPERTY FUND | \$ 173,205.82 |
| COUNTY PARKING FUND | \$ 1,723,557.38 |
| PLGIT/PRIME | \$ 0.00 |
| LIQUID FUELS TAX FUND | \$ 737,721.90 |
| AREA AGENCY ON AGING FUND | \$ 156,294.72 |
| CHILDREN & YOUTH FUND | \$ 836,007.74 |
| HUMAN SERVICE AGENCY FUND | \$ 14,963.51 |
| DOMESTIC RELATION IV-D FUND | \$ 165,516.80 |
| WORKFORCE INVESTMENT ACT | \$ 29,374.28 |
| PARKS & RECREATION FUND | \$ 272,392.92 |
| CARBON TRANSPORTATION SYSTEM FUND | \$ 237,916.21 |
| 9-1-1 FUND | \$ 1,122,161.23 |
| HAZMAT RESPONSE FUND | \$ 167,660.57 |
| OFFENDER SUPERVISION FUND | \$ 564,073.55 |
| ADULT ELECTRONIC MONITORING FUND | \$ 170,729.58 |
| FARMLAND PRESERVATION FUND | \$ 62,147.52 |
| HUMAN SERVICE DEVELOPMENT FUND | \$ 12,611.57 |
| HOMELESS GRANT FUND | \$ 6,842.59 |
| CENTRALIZED BOOKING FUND | \$ 266,124.43 |
| VICTIM/WITNESS FUND | \$ 9,550.39 |
| RECORDER OF DEEDS IMPROVEMENT FUND | \$ 60,902.31 |
| COUNTY RECORDS IMPROVEMENTS FUND | \$ 15,321.06 |
| JUVENILE SUPERVISION FEE FUND | \$ 44,025.74 |
| COMMUNITY SERVICE FEE FUND | \$ 10,597.08 |
| PROTHONOTARY AUTOMATION FUND | \$ 53,226.55 |
| AFFORDABLE HOUSING FUND | \$ 366,494.40 |
| CLERK OF COURTS AUTOMATION FUND | \$ 16,061.12 |
| REGISTER OF WILLS AUTOMATION FUND | \$ 20,831.88 |
| JUVENILE ELECTRONIC MONITORING FUND | \$ 6,296.50 |
| VITAL STATS IMPROVEMENT FUND | \$ 31,544.32 |
| SUBSTANCE ABUSE EDUCATION | \$ 209,650.04 |
| LIQUID FUELS/ACT 44 | \$ 661,441.77 |
| HIGHWAY BRIDGE IMPROVEMENT ACT 13 | \$ 805,504.02 |
| VICTIMS SERVICES FUND | \$ 99,708.93 |
| HOTEL ROOM EXCISE TAX FUND | \$ 16,839.34 |
| COVID ARP FUND | \$ 6,237,741.81 |
| RR ECONOMIC DEVELOPMENT FUND | \$ 2,000,972.75 |
| CDBG FUND | \$ 52.63 |
| DEBT SERVICE FUND | \$ 1,248,129.49 |
| CAPITAL PROJECTS FUND | \$ 10,365,652.99 |
| PLGIT/PRIME | \$ 0.00 |
| PLGIT/CD PURCHASE | \$ 0.00 |
| FRINGE BENEFIT PAYMENT FUND | \$ 243,376.09 |

SEPTEMBER 9, 2021

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| PAYROLL FUND | \$ | 38,189.01 | | |
| TAX CLAIM FUND | \$ | 1,280,550.82 | | |
| | | | BOARD POLLED: | AHNER YES |
| | | | | LUKASEVICH YES |
| | | | | NOTHSTEIN YES |

TREASURER RON SHEEHAN SPOKE OF A REQUEST SUBMITTED FOR APPROVAL TO RENEW THE COUNTY DEPOSITORY, MAUCH CHUNK TRUST COMPANY (MCTC) FHLB LETTER OF CREDIT AS COLLATERAL OF COUNTY DEPOSITS AS ALLOWED BY ACT 72. THE COLLATERAL IS UPDATED ANNUALLY.

COUNTY DEPOSITORY/MCTC:

#21-425 FHLB LETTER OF CREDIT:

REQUEST RECEIVED FROM THE COUNTY TREASURER FOR RENEWAL OF THE COUNTY DEPOSITORY, MAUCH CHUNK TRUST COMPANY (MCTC) FHLB LETTER OF CREDIT AS COLLATERAL OF COUNTY DEPOSITS AS ALLOWED BY ACT 72. THIS COLLATERAL WILL BE UPDATED ANNUALLY.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE THE RENEWAL OF THE FHLB LETTER OF CREDIT.

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| BOARD POLLED: | SHEEHAN | YES |
| | AHNER | YES |
| | LUKASEVICH | YES |
| | NOTHSTEIN | YES |

THE CHAIRMAN RECESSED THE REGULAR MEETING AT 10:41 A.M. IN ORDER TO CONVENE THE MONTHLY SALARY BOARD MEETING.

THE BOARD RECONVENED THE REGULAR MEETING AT 11:13 A.M.

PERSONNEL REPORT:

RETIREMENT:

IDA J. STEELE, SUMMIT HILL, PA – ADMINISTRATIVE ASSISTANT/PARKING COORDINATOR, COMMISSIONERS' OFFICE – EFFECTIVE OCTOBER 8, 2021.

RESIGNATIONS:

KEEGAN J. MCDEVITT, READING, PA – PROBATION OFFICER I, ADULT PROBATION – EFFECTIVE SEPTEMBER 17, 2021.

MICHELLE ANTIGA, JIM THORPE, PA – SECOND DEPUTY, CLERK OF COURTS – EFFECTIVE SEPTEMBER 17, 2021.

EMPLOYMENT SEPARATION:

CARLA A. FRITZ, SUMMIT HILL, PA – BENCH WARRANT CLERK, CLERK OF COURTS – EFFECTIVE SEPTEMBER 2, 2021.

CLERK OF COURT APPOINTMENT:

JOSEPH V. SEBELIN JR., LEHIGHTON, PA – SOLICITOR – EFFECTIVE SEPTEMBER 10, 2021.

CHANGES OF STATUS:

LISA M. SHERRY, JIM THORPE, PA
FROM: PART-TIME CLERICAL SPECIALIST, CLERK OF COURTS
TO: CLERICAL SPECIALIST, CLERK OF COURTS
EFFECTIVE: SEPTEMBER 13, 2021

ALYSSA H. SMITH, LEHIGHTON, PA
FROM: SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF
TO: DEPUTY SHERIFF, SHERIFF
EFFECTIVE: SEPTEMBER 3, 2021

MICHAEL J. STASKO, JR., LEHIGHTON, PA
FROM: SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF
TO: DEPUTY SHERIFF, SHERIFF
EFFECTIVE: SEPTEMBER 13, 2021

SEMINAR/TRAINING REQUESTS:

SHERIFF

IAN O. ACHBERGER
MITCHELL G. KRAMER
NICOLE M. THALMANN
BRIAN J. MITTURA
TACTICAL MEDICAL FOR FRIST RESPONDERS
WEATHERLY, PA

BRIAN J. MITTURA
FIRST AID/CPR/AED INSTRUCTOR - BL
ALLENTOWN, PA
COST: CONFERENCE FEE \$350.00

COURTS SEMINAR/TRAINING REQUEST ACKNOWLEDGEMENTS:

JUVENILE COURT

KIMMY L. MULIK
SHAWN M. JONES
JANELLE M. ONDRUS
CRYSTAL L. SMITH
KUMRA VUKELJ
VIRTUAL MANDATED REPORTER TRAINING
JIM THORPE, PA

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ACCEPT THE PERSONNEL REPORT
DATED SEPTEMBER 9, 2021.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

CORRESPONDENCE:

MINUTES RECEIVED: AUGUST 31, 2021 MINUTES OF THE CARBON COUNTY ENVIRONMENTAL
EDUCATION CENTER ADVISORY BOARD MEETING; JUNE 2, 2021 MINUTES OF THE POCONO COUNTIES
WORKFORCE DEVELOPMENT BOARD.

COURTS:

#21-428 PENTELEDATA/AGREEMENT:

A REQUEST WAS RECEIVED FROM THE COURT ADMINISTRATOR FOR APPROVAL OF THE AGREEMENT WITH PENTELEDATA TO SETUP A TELEPHONE SERVICE FOR THE JURY CALL-IN TELEPHONE SYSTEM WITH A COST OF A ONE-TIME SET UP FEE OF \$80.50 AND MONTHLY RECURRING FEE OF \$64.25.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE AGREEMENT WITH PENTELEDATA.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

JUVENILE COURT:

#21-429 GRANT-IN-AID AWARD:

THE FY 2021/2022 GRANT-IN-AID AWARD NOTIFICATION FROM THE JUVENILE COURT JUDGES' COMMISSION FOR SALARY REIMBURSEMENT OF THE JUVENILE COURT OFFICE FOR THE TERM OF JULY 1, 2021 TO JUNE 30, 2022. ESTIMATED REVENUE - \$69,300.00 WAS SUBMITTED FOR APPROVAL.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE FY 2021/2022 GRANT-IN-AID AWARD FOR JUVENILE COURT.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

PARKING:

#21-430 DON'S AUTO & GOLF CAR REPAIR, INC.:

A QUOTE WAS RECEIVED FROM DON'S AUTO & GOLF CAR REPAIR, INCORPORATED OF LEHIGHTON, PENNSYLVANIA, FOR APPROVAL TO PURCHASE AN ELECTRIC GOLF CART TO BE UTILIZED IN THE COUNTY PARKING LOT AT A TOTAL COST OF \$9,500.00. INCLUDES A TWO (2) YEAR WARRANTY.

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE QUOTE RECEIVED FROM DON'S AUTO & GOLF CAR REPAIR, INCORPORATED.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

RECORDER OF DEEDS:

#21-431A AGREEMENT/REYNOLDS BUSINESS SYSTEMS:

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO AMEND THE AGENDA THAT WAS PUBLICLY ADVERTISED, SPECIFICALLY ITEM #21-431, THE COST WAS INCORRECTLY LISTED DUE TO CLERICAL ERROR. THE CORRECT AMOUNT IS \$427,098.07.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

#21-431B A REQUEST WAS RECEIVED FROM THE RECORDER OF DEEDS FOR AN AGREEMENT WITH REYNOLDS BUSINESS SYSTEMS OF EMMAUS, PENNSYLVANIA, TO CONVERT ALL BOOKS AND MICROFICHE FILES TO

SEPTEMBER 9, 2021

DIGITAL FORMAT AT A COST OF \$427,098.07 COSTARS #009-058 WHICH WILL BE FUNDED THROUGH THE AMERICAN RESCUE PLAN (ARP) COUNTY RECOVERY FUNDS.

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE AGREEMENT WITH REYNOLDS BUSINESS SYSTEMS.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

RELEASE OF RFP:

#21-432 RATIFY THE RELEASE OF THE REQUEST FOR PROPOSALS FOR PUBLIC AUCTION SERVICES FOR THE COG. THE PROPOSALS ARE DUE TO THE CHIEF CLERK BY 3:30 P.M. ON FRIDAY, OCTOBER 8, 2021.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO RATIFY THE REQUEST FOR PROPOSALS FOR PUBLIC AUCTION SERVICES FOR THE COG.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

SOLICITOR'S REPORT:

PARKS/RECREATION:

#21-433 **BANNER REQUEST:**

A BANNER PERMIT REQUEST WAS SUBMITTED FOR THE FOLLOWING:

WEATHERLY HILLCLIMB ASSOCIATION, INCORPORATED
WEATHERLY HILLCLIMB, SEPTEMBER 18 & 19, 2021
BANNER REQUEST: SEPTEMBER 6 - 20, 2021

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO RATIFY THE BANNER PERMIT REQUEST AS LISTED

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

PARKS/JOSIAH WHITE:

#21-434 **ACTIVITIES AGREEMENT/BANNER/GAZEBO:**

A SPECIAL ACTIVITIES AGREEMENT FOR USE OF THE JOSIAH WHITE PARK, ALONG WITH GAZEBO AND BANNER REQUEST, WERE SUBMITTED FOR THE FOLLOWING:

JIM THORPE TOURISM AGENCY
JIM THORPE FOLIAGE FESTIVAL – OCTOBER 2, 3, 9, 10, 16, 17, 23 & 24, 2021
(BANNER REQUEST: 09/27/21 - 10/27/21)
*PENDING RECEIPT OF CERTIFICATE OF INSURANCE.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND AUTHORIZE EXECUTION OF THE SPECIAL ACTIVITIES AGREEMENT AS LISTED.

BOARD POLLED: AHNER YES
LUKASEVICH YES
NOTHSTEIN YES

#21-435 ACTIVITIES AGREEMENT/GAZEBO/REVISION:

REVISION TO THE SPECIAL ACTIVITIES AGREEMENT FOR THE USE OF THE JOSIAH WHITE PARK, ALONG WITH REQUEST FOR GAZEBO, WAS SUBMITTED FOR THE FOLLOWING:

PREVIOUSLY APPROVED TO BE HELD ON AUGUST 28, 2021

NEW ENGLAND VALLEY MENNONITE CHURCH, TAMAQUA, PA

STREET MEETING (A CAPPELLA SINGING & BIBLE TEACHING), SEPTEMBER 26, 2021.

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE THE REVISION TO THE SPECIAL ACTIVITIES AGREEMENT AS LISTED.

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| BOARD POLLED: | AHNER | YES |
| | LUKASEVICH | YES |
| | NOTHSTEIN | YES |

FURTHER BUSINESS:

COMMISSIONER NOTHSTEIN NOTED THAT THE 9/11 PATRIOT DAY SERVICE WILL BE HELD SEPTEMBER 10TH IN THE JOSIAH WHITE PARK TO COMMEMORATE THE 20TH ANNIVERSARY OF SEPTEMBER 11TH BEGINNING AT 8:45 A.M.

COMMISSIONERS' REPORTS:

COMMISSIONER AHNER SPOKE OF THE FOLLOWING:

- ACKNOWLEDGED ELOISE AHNER FOR BEING RECOGNIZED BY THE COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA (CCAP) AS "COUNTY ADMINISTRATOR OF THE YEAR"
- REGISTRATION FOR THE MILITARY SHARE PROGRAM FOR VETERANS FOOD DISTRIBUTION BEING HELD ON SEPTEMBER 12, 2021 AT THE AMERICAN LEGION POST 314 LOCATED IN LEHIGHTON FROM 12:00 P.M. TO 2:00 P.M.

COMMISSIONER LUKASEVICH COMMENTED ON THE COUNTY RECEIVING NOTIFICATION FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES FOR ADDITIONAL FUNDING IN THE AMOUNT OF \$1.337 MILLION DOLLARS FOR THE EMERGENCY RENTAL ASSISTANCE PROGRAM 2 (ERAP).

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 11:21 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN