

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:32 A.M. IN THE COMMISSIONER'S MEETING ROOM, COURTHOUSE ANNEX, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS NOTHSTEIN AND GERHARD, CHIEF CLERK/COUNTY ADMINISTRATOR AHNER, SOLICITOR MISCAVIGE, AND EXECUTIVE SECRETARY MARIANNE BUTRIE.

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

COMMISSIONER O'GUREK WAS ABSENT.

**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. NOTHSTEIN, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD SEPTEMBER 10, 2015.

BOARD POLLED:	GERHARD	YES
	NOTHSTEIN	YES

**GUESTS (CONCERNING COUNTY BUSINESS):**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THAT THERE WERE NO EXECUTIVE SESSIONS HELD.

**OPENING OF BIDS:**

**#15-314      HOME REHABILITATION PROGRAM:**

THE FOLLOWING BIDS WERE RECEIVED FOR THE HOME REHABILITATION PROGRAM:

**CONTRACT #KS 15-117-137**

**GENERAL:**

THE SERVICE TEAM	BID: \$23,840.00
LEHIGHTON, PA	BOND: 10% - CHECK



**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS:**

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED SEPTEMBER 17, 2015.

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**SUPPLEMENTAL APPROPRIATION:**

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE SUPPLEMENTAL APPROPRIATION AS LISTED ON TRANSMITTAL DATED SEPTEMBER 17, 2015.

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**EXPENDITURE APPROVAL:**

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 117830 THROUGH 117925 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 30,160.93
GENERAL FUND LOAN #1 AAA	\$ 250,000.00
RENTAL PROPERTY FUND	\$ 876.64
9-1-1 FUND	\$ 975.22
COUNTY PARKING FUND	\$ 737.88
LIQUID FUELS TAX FUND	\$ 19,503.72
AREA AGENCY ON AGING FUND	\$ 2,620.75
CHILDREN & YOUTH FUND	\$ 33,949.00
DOMESTIC RELATIONS 4D FUND	\$ 931.27
WORKFORCE INVESTMENT ACT FUND	\$ 31.25
PARKS & RECREATION FUND	\$ 5,572.00
CENTRALIZED BOOKING FUND	\$ 98.20
CAPITAL PROJECTS FUND	\$ 5,214.70
TAX CLAIM FUND	\$ 99.75
TOTAL:	\$ 350,771.31

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

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**TREASURER'S REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. MR. NOTHSTEIN, TO ACCEPT THE TREASURER'S REPORT DATED SEPTEMBER 11, 2015 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF SEPTEMBER 11, 2015:**

GENERAL FUND CHECKING ACCOUNT	\$ 1,418.97
PAYROLL CHECKING ACCOUNT	\$ 30,796.66
GENERAL FUND SP NOW	\$ 13,399,809.61
OPERATING RESERVE	\$ 930,842.26
RENTAL PROPERTY	\$ 237,278.22
SOLID WASTE FUND	\$ 63,347.51
9-1-1 FUND	\$ 376,630.55
PARKING FUND	\$ 1,082,397.36
ACT 78 FUND	\$ 69,670.39
ACT 56 FUND	\$ 752,656.26
LIQUID FUELS	\$ 396,453.78
AREA AGENCY ON AGING	\$ 52,177.53
CHILDREN & YOUTH	\$ 543,462.77
HUMAN SERVICES AGENCY	\$ 25,421.62
DOMESTIC RELATIONS	\$ 80,256.31
WORKFORCE INVESTMENT ACT	\$ 10,044.13
PARKS & RECREATION FUND	\$ 213,478.96
CARBON TRANSPORTATION	\$ 109.23
HAZMAT FUND	\$ 132,366.62
OFFENDER SUPERVISION	\$ 510,721.05
ADULT ELECTRONIC MONITORING	\$ 166,466.88
FARMLAND PRESERVATION	\$ 96,444.55
HUMAN SERVICES DEVELOPMENT	\$ 6.99
HOMELESS GRANT	\$ 1.35
CENTRALIZED BOOKING	\$ 76,669.99
VICTIM WITNESS	\$ 15,466.86
RECORDER OF DEEDS	\$ 29,408.96
RECORDS IMPROVEMENTS	\$ 10,610.31
JUVENILE SUPERVISION FEE	\$ 19,404.70
COMMUNITY SERVICE FEE	\$ 14,782.90
PROTHONOTARY AUTOMATION	\$ 22,327.58
AFFORDABLE HOUSING	\$ 293,202.75
CLERK OF COURTS	\$ 2,780.98
REGISTER OF WILLS	\$ 13,260.65
JUVENILE ELECTRONIC MONITORING	\$ 4,609.27
VITAL STATISTICS	\$ 43,598.44
SUBSTANCE ABUSE EDUCATION FUND	\$ 66,186.75
LIQUID FUELS/ACT 44 FUND	\$ 122,531.69
ACT 13 BRIDGE IMPROVEMENT FUND	\$ 252,866.54
VICTIMS SERVICE FUND	\$ 33,340.94
HOTEL EXCISE TAX FUND	\$ 43,582.29
CDBG FUND	\$ 40.58
DEBT SERVICE	\$ 2,010,082.97
CAPITAL PROJECTS	\$ 317,296.54
FRINGE BENEFITS	\$ 497,254.25
TAX CLAIM	\$ 208,247.73

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**PERSONNEL REPORT:**

**RESIGNATION:**

**MARK J. LAMBERT, ALBRIGHTSVILLE, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE SEPTEMBER 12, 2015.**

**CHANGE OF STATUS:**

**JAMES S. ROMANKOW, LANSFORD, PA**

FROM: PART-TIME CORRECTIONS OFFICER/TEAMSTERS, CORRECTIONS  
TO: CORRECTIONS OFFICER  
EFFECTIVE: SEPTEMBER 28, 2015

**LEAVE OF ABSENCE EXTENSION:**

**CORRECTIONS**

**ANDREW S. YURCHAK, JIM THORPE, PA**

CORRECTIONS OFFICER

FROM: SEPTEMBER 17, 2015

TO: DECEMBER 17, 2015

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**SUSAN ZEIGLER**

NEW DIRECTORS TRAINING

HARRISBURG, PA

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

**ANNE HORRIGAN**

**CINDY BIZARRE**

**SUSAN ZEIGLER**

DOCUMENTING NUTRITION EDUCATION & COUNSELING IN SAMS WEBINAR

PALMERTON, PA

**DEENA FITAL**

MEDICARE OPEN ENROLLMENT BOOTCAMP WEBINAR

PALMERTON, PA

**CHILDREN & YOUTH SERVICES**

**MEGAN CROZIER**

INDEPENDENT LIVING NETWORKING MEETING

PITTSTON, PA

COST: MEALS

**MEGAN CROZIER**

**ERICA STOUT**

2015 SWAN/IL FALL QUARTERLY MEETING

SCRANTON, PA

COST: MEALS

**COURT SEMINAR/TRAINING ACKNOWLEDGEMENT:**

**ADULT PROBATION**

**RONALD KOKINDA**

**JOSEPH BETTINE**

ADVANCED FUNDAMENTALS OF HANDGUN MARKSMANSHIP

NANTICOKE, PA

COST: MEALS

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PERSONNEL REPORT  
DATED SEPTEMBER 17, 2015.

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

**CORRESPONDENCE:**

MINUTES RECEIVED: AUGUST 10, 2015 MEETING OF SHEPHERD HOUSE INCORPORATED; AUGUST 18, 2015 MEETING OF THE CARBON COUNTY SAFETY COMMITTEE.

**BIDS/CDBG PROJECTS:**

**#15-315 AWARD/JIM THORPE:**

A COMMUNICATION WAS RECEIVED FROM THE OFFICE OF PLANNING AND DEVELOPMENT WITH RECOMMENDATION THAT THE BOARD AWARD THE CONTRACT FOR THE JIM THORPE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT AS FOLLOWS:

**JIM THORPE BOROUGH - SIDEWALKS  
HIGH STREET STEPS REPLACEMENT  
(FY2013)**

BOGNET, INCORPORATED  
HAZLETON, PA BID: \$18,560.00

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO AWARD THE CONTRACT FOR THE JIM THORPE CDBG PROJECT TO BOGNET, INCORPORATED AT THEIR BID OF \$18,560.00.

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

**#15-316 REJECT/PACKER TOWNSHIP:**

A COMMUNICATION WAS RECEIVED FROM OFFICE OF PLANNING AND DEVELOPMENT WITH RECOMMENDATION THAT THE BOARD REJECT ALL BIDS RECEIVED FOR THE FOLLOWING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT:

**PACKER TOWNSHIP - NEIGHBORHOOD FACILITIES  
WEATHERLY AREA COMMUNITY LIBRARY  
ROOFING AND SIDING ONLY (FY2013)**

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO REJECT THE BIDS FOR THE PACKER TOWNSHIP CDBG PROJECT.

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

**CHILDREN & YOUTH:**

**#15-317 AGREEMENTS/2015-16:**

FY 2015-16 PURCHASE OF SERVICE AGREEMENTS WERE SUBMITTED FOR THE FOLLOWING PROVIDERS:

**CARBON COUNTY RIGHT FROM THE START, JIM THORPE, PA**

**PROVIDER: CARBON COUNTY RIGHT FROM THE START**

COUNSELING-ANNUALLY **FY 15-16**  
\$20,000.00/PER DIEM

VICTIMS RESOURCE CENTER, WILKES BARRE, PA

**PROVIDER: VICTIMS RESOURCE CENTER**

**FY 15-16**

INSTRUCTIONAL FEE (SIX SESSIONS) \$1,394.00/PER SESSION  
 TOTAL COST FOR FOUR SERIES \$5,576.00/PER TOTAL SESSIONS

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENTS AS LISTED.

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**DRUG & ALCOHOL COMMISSION:**

**#15-318 FIVE-YEAR AGREEMENT:**

THE FIVE-YEAR GRANT AGREEMENT BETWEEN THE CARBON-MONROE-PIKE COUNTY COMMISSIONERS AND THE PENNSYLVANIA DEPARTMENT OF HEALTH, BUREAU OF DRUG & ALCOHOL PROGRAMS, COVERING THE TERM JULY 1, 2015 TO JUNE 30, 2020 WAS SUBMITTED FOR BOARD ACTION. THE GRANT ALLOCATION WILL BE NO MORE THAN \$1,025,510.00 FOR EACH FISCAL YEAR.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE FIVE-YEAR AGREEMENT FOR THE DRUG AND ALCOHOL PROGRAM.

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**HUMAN SERVICES:**

**TEFAP PROGRAM:**

**#15-319 AGREEMENT/SECOND HARVEST:**

THE AGREEMENT BETWEEN THE COUNTY AND THE COMMUNITY ACTION COMMITTEE OF THE LEHIGH VALLEY, INCORPORATED (SECOND HARVEST FOOD BANK) TO PROVIDE SERVICES AS LEAD AGENCY UNDER THE CARBON COUNTY TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) WAS SUBMITTED FOR APPROVAL AND EXECUTION. THE TERM OF THE AGREEMENT SHALL BE FROM 10/01/15 TO 9/30/16.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENT WITH SECOND HARVEST FOOD BANK.

BOARD POLLED: GERHARD YES  
 NOTHSTEIN YES

**PLANNING & DEVELOPMENT:**

**#15-320 CDBG/ CLOSEOUT REPORTS:**

FISCAL STATUS/CLOSEOUT REPORTS FOR FY 2011 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM CONTRACT #C000052053, COVERING PROJECT PERIOD FEBRUARY 1, 2012 TO JANUARY 31, 2017 FOR CARBON COUNTY - \$252,615; JIM THORPE - \$97,999; LANSFORD - \$92,264; LEHIGHTON - \$105,323; PALMERTON - \$102,436; FRANKLIN TOWNSHIP - \$92,394, WERE SUBMITTED BY THE OFFICE OF PLANNING & DEVELOPMENT.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE EXECUTION OF THE FISCAL STATUS/CLOSEOUT REPORTS AS SUBMITTED.

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

**#15-321 CDBG MBE/WBE PLAN/RESOLUTION:**

A COMMUNICATION WAS RECEIVED FROM THE OFFICE OF PLANNING & DEVELOPMENT REQUESTING ADOPTION OF THE MINORITY & WOMEN’S BUSINESS ENTERPRISE PLAN (MBE/WBE) AND ASSOCIATED RESOLUTION FOR COMPLIANCE WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) RULES AND REGULATIONS.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ADOPT THE MINORITY WOMEN’S BUSINESS ENTERPRISE PLAN.

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

MOTION BY MR. GERHARD, SECONDED BY MR. MR. NOTHSTEIN, TO ADOPT THE FOLLOWING RESOLUTION:

**RESOLUTION NO. 15-028**  
**MINORITY AND WOMEN’S BUSINESS ENTERPRISE PLAN**

**LET IT BE KNOWN** TO ALL PERSONS THAT, IT IS THE PUBLIC POLICY OF THE COUNTY OF CARBON TO PROMOTE THE OPPORTUNITY FOR FULL PARTICIPATION BY MINORITY AND WOMEN’S BUSINESS ENTERPRISES (MBE’S) AND (WBE’S), HEREIN AFTER REFERRED TO AS MBE/WBE, IN ALL HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS RECEIVING FUNDS FROM THE BUREAU OF HOUSING AND DEVELOPMENT.

**BE IT RESOLVED THAT**, THE MINORITY AND WOMEN’S BUSINESS ENTERPRISE (MBE/WBE) PLAN AS DEVELOPED BY THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF COMMUNITY AFFAIRS, BUREAU OF HOUSING AND DEVELOPMENT IS HEREBY ADOPTED BY THE COUNTY OF CARBON IN ITS ENTIRETY.

**BE IT RESOLVED THAT**, ALL CONTRACTORS AND/OR BIDDERS AWARDED CONTRACTS AND/OR BIDS LET BY THE COUNTY OF CARBON, THAT SUCH CONTRACTORS/BIDDERS MUST MEET ALL REQUIREMENTS OF THE ABOVE REFERENCED PLAN WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

**BE IT FURTHER RESOLVED THAT**, THE ADOPTION OF THE MBE/WBE PLAN AS NOTED, DOES HEREBY AUTHORIZE THE COUNTY OF CARBON THE AUTHORITY TO REJECT ALL BIDS/CONTRACTS FOR WORK FUNDED BY THE DEPARTMENT OF COMMUNITY AFFAIRS WHICH DO NOT CONFORM TO THE REQUIREMENTS AS NOTED IN THE MBE/WBE PLAN.

**FURTHER, PUBLICITY** WILL AT A MINIMUM, BUT NOT LIMITED TO: 1. THE PRINTING AND PUBLICIZING OF THE RESOLUTION AND OTHER APPLICABLE MBE/WBE INFORMATION THROUGH LOCAL MEDIA AND COMMUNITY CONTRACTS; AND 2. ANY OTHER MEANS WHICH WILL BRING TO THE ATTENTION OF THOSE AFFECTED, THE KNOWLEDGE OF THE RESPECTIVE RESPONSIBILITIES AND RIGHTS CONCERNING THE MINORITY AND WOMEN’S BUSINESS ENTERPRISE (MBE/WBE) PLAN.

**THIS RESOLUTION** ADOPTED THIS 17TH DAY OF SEPTEMBER, 2015.

**CARBON COUNTY BOARD OF COMMISSIONERS**

/S/ WAYNE E. NOTHSTEIN, CHAIRMAN  
/S/ TOM J. GERHARD, VICE-CHAIRMAN  
/S/ WILLIAM J. O’GUREK, MEMBER

**ATTEST:**

/S/ ELOISE K. AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR

BOARD POLLED: GERHARD YES  
NOTHSTEIN YES

