

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, 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:

COMMISSIONER O'GUREK 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 DECEMBER 17, 2015.

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 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 AS LISTED ON TRANSMITTALS DATED DECEMBER 31, 2015.

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 65849 THROUGH 65890 AND DIRECT DEPOSIT CHECK NUMBERS 5095042 THROUGH 5095367 FOR THE NET PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$306,560.51 (PAYROLL DATED DECEMBER 24, 2015).

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 119965 THROUGH 120062 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 224,233.78
RENTAL PROPERTY FUND	\$ 3,101.14
9-1-1 FUND	\$ 2,152.70
COUNTY PARKING FUND	\$ 4,704.83
LIQUID FUELS TAX FUND	\$ 604.20
AREA AGENCY ON AGING FUND	\$ 27,000.95
CHILDREN & YOUTH FUND	\$ 13,037.70
HUMAN SERVICE AGENCY FUND	\$ 33.49
DOMESTIC RELATIONS 4D FUND	\$ 814.08
PARKS & RECREATION FUND	\$ 73.99
HAZ-MAT RESPONSE FUND	\$ 336.64
CDBG FUND	\$ 24,080.25
CAPITAL PROJECTS FUND	\$ 1,501.50
FRINGE BENEFIT PAYMENT FUND	\$ <u>1,122.30</u>
TOTAL:	\$ 302,797.55

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY 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.

APPROVAL OF CHECK NUMBERS 120063 THROUGH 120197 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 90,215.23
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RENTAL PROPERTY FUND	\$ 2,608.67
9-1-1 FUND	\$ 1,765.61
COUNTY PARKING FUND	\$ 533.74
AREA AGENCY ON AGING FUND	\$ 20,833.56
CHILDREN & YOUTH FUND	\$ 208.87
DOMESTIC RELATIONS 4D FUND	\$ 5,705.68
PARKS & RECREATION FUND	\$ 342.35
HAZ-MAT RESPONSE FUND	\$ 19.31
CENTRALIZED BOOKING FUND	\$ 19,000.00
PAYROLL FUND	\$ <u>83,579.45</u>
TOTAL:	\$ 224,812.47

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY 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 BLUE RIDGE COMMUNICATIONS, HE ABSTAINED.

TREASURER'S REPORTS:

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORTS DATED DECEMBER 18, 2015 AND DECEMBER 25, 2015 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF DECEMBER 18, 2015:

GENERAL FUND CHECKING ACCOUNT	\$ 1,968.34
PAYROLL CHECKING ACCOUNT	\$ 34,918.63
GENERAL FUND SP NOW	\$ 10,345,321.02
OPERATING RESERVE	\$ 931,654.75
RENTAL PROPERTY	\$ 221,182.87
9-1-1 FUND	\$ 1,166,237.38
PARKING FUND	\$ 1,150,144.55
ACT 78 FUND	\$ 0.00
ACT 56 FUND	\$ 0.00
LIQUID FUELS	\$ 455,229.29
AREA AGENCY ON AGING	\$ 139,583.35
CHILDREN & YOUTH	\$ 97,585.98
HUMAN SERVICES AGENCY	\$ 25,851.25
DOMESTIC RELATIONS	\$ 122,762.71
WORKFORCE INVESTMENT ACT	\$ 11,685.27
PARKS & RECREATION FUND	\$ 104,586.36
CARBON TRANSPORTATION	\$ 20,532.80
HAZMAT FUND	\$ 114,054.71
OFFENDER SUPERVISION	\$ 534,926.44
ADULT ELECTRONIC MONITORING	\$ 170,669.77
FARMLAND PRESERVATION	\$ 96,528.25
HUMAN SERVICES DEVELOPMENT	\$ 7.06
HOMELESS GRANT	\$ 1.35
CENTRALIZED BOOKING	\$ 85,644.73
VICTIM WITNESS	\$ 14,802.85
RECORDER OF DEEDS	\$ 25,916.03

RECORDS IMPROVEMENTS	\$	24,940.50
JUVENILE SUPERVISION FEE	\$	23,008.14
COMMUNITY SERVICE FEE	\$	14,905.45
PROTHONOTARY AUTOMATION	\$	24,972.91
AFFORDABLE HOUSING	\$	310,294.82
CLERK OF COURTS	\$	3,909.79
REGISTER OF WILLS	\$	8,764.68
JUVENILE ELECTRONIC MONITORING	\$	4,613.29
VITAL STATISTICS	\$	43,636.49
SUBSTANCE ABUSE EDUCATION FUND	\$	77,584.24
LIQUID FUELS/ACT 44 FUND	\$	149,163.90
ACT 13 BRIDGE IMPROVEMENT FUND	\$	253,087.25
VICTIMS SERVICE FUND	\$	37,992.45
HOTEL EXCISE TAX FUND	\$	90,363.90
CDBG FUND	\$	24,111.51
DEBT SERVICE	\$	1,720,506.48
CAPITAL PROJECTS	\$	275,826.27
FRINGE BENEFITS	\$	602,167.16
TAX CLAIM	\$	350,022.26

BALANCES AS OF DECEMBER 25, 2015:

GENERAL FUND CHECKING ACCOUNT	\$	1,968.34
PAYROLL CHECKING ACCOUNT	\$	128,263.21
GENERAL FUND SP NOW	\$	9,771,549.13
OPERATING RESERVE	\$	931,654.75
RENTAL PROPERTY	\$	217,087.81
9-1-1 FUND	\$	1,141,172.54
PARKING FUND	\$	1,147,530.89
LIQUID FUELS	\$	454,625.09
AREA AGENCY ON AGING	\$	97,022.48
CHILDREN & YOUTH	\$	366,747.69
HUMAN SERVICES AGENCY	\$	22,394.81
DOMESTIC RELATIONS	\$	105,933.42
WORKFORCE INVESTMENT ACT	\$	16,257.98
PARKS & RECREATION FUND	\$	100,715.78
CARBON TRANSPORTATION	\$	20,532.80
HAZMAT FUND	\$	113,718.07
OFFENDER SUPERVISION	\$	534,926.44
ADULT ELECTRONIC MONITORING	\$	170,669.77
FARMLAND PRESERVATION	\$	96,528.25
HUMAN SERVICES DEVELOPMENT	\$	7.06
HOMELESS GRANT	\$	1.35
CENTRALIZED BOOKING	\$	84,951.65
VICTIM WITNESS	\$	13,030.08
RECORDER OF DEEDS	\$	25,916.03
RECORDS IMPROVEMENTS	\$	24,940.50
JUVENILE SUPERVISION FEE	\$	23,008.14
COMMUNITY SERVICE FEE	\$	14,905.45
PROTHONOTARY AUTOMATION	\$	24,972.91
AFFORDABLE HOUSING	\$	310,294.82
CLERK OF COURTS	\$	3,909.79
REGISTER OF WILLS	\$	8,764.68
JUVENILE ELECTRONIC MONITORING	\$	4,613.29

VITAL STATISTICS	\$	43,636.49
SUBSTANCE ABUSE EDUCATION FUND	\$	77,584.24
LIQUID FUELS/ACT 44 FUND	\$	149,163.90
ACT 13 BRIDGE IMPROVEMENT FUND	\$	253,087.25
VICTIMS SERVICE FUND	\$	37,992.45
HOTEL EXCISE TAX FUND	\$	90,363.90
CDBG FUND	\$	31.26
DEBT SERVICE	\$	1,720,506.48
CAPITAL PROJECTS	\$	274,324.77
FRINGE BENEFITS	\$	604,970.96
TAX CLAIM	\$	532,224.25

BOARD POLLED: O'GUREK YES
 GERHARD YES
 NOTHSTEIN YES

CORRESPONDENCE:

COMMUNICATIONS WERE RECEIVED REGARDING THE FOLLOWING PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT APPLICATIONS:

BIO-HAZ SOLUTIONS, INCORPORATED, NESQUEHONING, PA
 APPLICATION #400695; ADMINISTRATIVE INCOMPLETENESS REVIEW LETTER
 APS ID #884262, AUTH ID #1096259

PANTHER CREEK POWER OPERATING, NESQUEHONING, PA
 APPLICATION #WMGR038-NE007; ADMINISTRATIVE INCOMPLETENESS REVIEW LETTER
 APS ID #887192, AUTH ID #1101433

NOTIFICATION WAS RECEIVED FROM THE PENNSYLVANIA STATE CONSERVATION COMMISSION ADVISING OF THEIR REVIEW AND APPROVAL OF THE APPOINTMENTS OF ROGER SHOENBERGER AS FARMER DIRECTOR, DR. JUSTIN CUNFER AS PUBLIC DIRECTOR AND WAYNE E. NOTHSTEIN AS COMMISSIONER REPRESENTATIVE ON THE CARBON COUNTY CONSERVATION DISTRICT.

HUMAN SERVICES:

#15-446 HAP OPERATIONS:

A COMMUNICATION WAS RECEIVED FROM THE CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES REQUESTING THAT THE COUNTY INCREASE THEIR APPROVED LEVEL OF EXPENDITURES FROM THE ORIGINAL \$5,500 (OR APPROXIMATELY 20% OF THE ANTICIPATED FY 2015/2016 ALLOCATION) TO \$17,500 (OR 64% OF THE ANTICIPATED FY 2015/2016 PROGRAM ALLOCATION) TO CONTINUE HOMELESS ASSISTANCE PROGRAM (HAP) CASE MANAGEMENT AND RENTAL ASSISTANCE SERVICES TO ELIGIBLE FAMILIES IN JEOPARDY OF BECOMING HOMELESS.

IT IS UNDERSTOOD THAT ANY EXPENSE INCURRED AS A RESULT OF THESE SERVICES ON OR AFTER JULY 1, 2015 WILL BE RECORDED AS A FY 2015/2016 HAP-RELATED/HUMAN SERVICES BLOCK GRANT COST.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE REQUEST AND INCREASE THE APPROVED LEVEL OF EXPENDITURES TO \$17,500.

BOARD POLLED: O'GUREK YES
 GERHARD YES
 NOTHSTEIN YES

#15-447 HSDF PROGRAM OPERATIONS:

THE CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES ALSO REQUESTED THAT THE

COUNTY EXPAND SPENDING AUTHORITY FROM "AUTHORIZATION TO CONTINUE HUMAN SERVICES DEVELOPMENT FUND (HSDF) RELATED ADULT HOMEMAKER SERVICES" ONLY, TO "AUTHORIZATION TO CONTINUE BOTH ADULT HOMEMAKER AND GENERIC HOUSING/HOMELESS ASSISTANCE PLANNING & CASE MANAGEMENT RELATED SERVICES TO CLIENTS IN NEED".

GIVEN THE ONSET OF WINTER WEATHER CONDITIONS AND PAST VOLATILITY OF HSDF IN THE STATE BUDGET HOWEVER, THE HSDF RELATED GENERIC CHORE SERVICES UNDER THE 2015/2016 HUMAN SERVICES BLOCK GRANT WILL REMAIN TEMPORARILY SUSPENDED UNTIL FURTHER NOTICE. ALSO UNLESS OTHERWISE NOTIFIED, THE COUNTY AND ACTION COMMITTEE WILL CONTINUE TO OPERATE THE 2015/2016 HSDF AS A BASE-LEVEL FUNDED PROJECT AT \$50,000, AS ORIGINALLY INSTRUCTED BY THE PA DEPARTMENT OF HUMAN SERVICES.

IT IS UNDERSTOOD THAT ANY EXPENSE INCURRED BEYOND JUNE 30, 2015 AS A RESULT OF THESE CONTINUED SERVICES WILL BE RECORDED AS 2015/2016 HSDF-RELATED HUMAN SERVICES BLOCK GRANT COSTS.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO EXPAND THE SPENDING AUTHORITY TO "AUTHORIZATION TO CONTINUE BOTH ADULT HOMEMAKER AND GENERIC HOUSING/HOMELESS ASSISTANCE PLANNING & CASE MANAGEMENT RELATED SERVICES TO CLIENTS IN NEED".

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

INFORMATION TECHNOLOGY:

#15-448 AGREEMENT/BLUE RIDGE/AAA:

A THREE-YEAR RENEWAL AGREEMENT WITH BLUE RIDGE COMMUNICATIONS FOR BUNDLED SERVICE (CABLE TV, VOICE AND INTERNET DATA) AT THE AREA AGENCY ON AGING PENN/KIDDER SENIOR CENTER AT A COST OF \$75.95/MONTH WAS SUBMITTED FOR BOARD ACTION.

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

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

LIQUID FUELS:

#15-449 BRIDGE #16/WORK ORDERS:

CONSTRUCTION:

THE FOLLOWING WORK ORDERS RELATIVE TO THE CONTRACT WITH FABCOR, INCORPORATED FOR REPLACEMENT OF CARBON COUNTY BRIDGE #16, KOCH ROAD, T-447, TOWAMENSING TOWNSHIP, WERE SUBMITTED FOR RATIFICATION:

WORK ORDER #3 BALANCING OF OVERRUNS* DEDUCT \$ 85,902.45
WORK ORDER #5 BALANCING OF OVERRUNS* DEDUCT \$ 1,142.54

*QUANTITIES OF MATERIALS USED WERE UNDER CONTRACTED AMOUNTS

WORK ORDER #4 WAS APPROVED AT THE SEPTEMBER 10, 2015 MEETING.

ORIGINAL CONTRACT: \$1,350,550.92; REVISED CONTRACT TOTAL: \$1,366,658.11

NEW CONTRACT TOTAL: \$1,279,613.12

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY APPROVAL OF WORK ORDERS #3 AND #5 AS SUBMITTED.

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

Z&A/PROPOSAL:

#15-450 FINANCIAL CONSULTANT:

A LETTER OF UNDERSTANDING WAS SUBMITTED BY ZELENKOFKSKE AXELROD LLC, FOR FINANCIAL CONSULTING SERVICES FOR THE COUNTY FOR THE YEAR 2016 AT A FEE NOT TO EXCEED \$78,750.

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

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

SOLICITOR'S REPORT:

MAGISTRATES/JANITORIAL SERVICES:

#15-451 AGREEMENT/W. QUEEN:

THE SOLICITOR PRESENTED AN AGREEMENT WITH WENDY QUEEN, JIM THORPE, PENNSYLVANIA, TO PERFORM JANITORIAL SERVICES AT CARBON COUNTY MAGISTERIAL DISTRICT #56-3-01, 340 CENTER AVENUE, JIM THORPE.

THE AGREEMENT SHALL BE EFFECTIVE JANUARY 1, 2016 UNTIL TERMINATED BY EITHER PARTY. COMPENSATION SHALL BE \$250.00 PER MONTH.

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

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

MAILLIE LLP/PROPOSAL:

#15-452 FINANCIAL SERVICES:

A LETTER OF UNDERSTANDING WAS SUBMITTED BY MAILLIE LLC, OF OAKS, PENNSYLVANIA, CONFIRMING THE AGREED UPON PROCEDURES WITH RESPECT TO AUDITING SERVICE TO BE PROVIDED TO THE COUNTY OF CARBON FOR THE YEAR ENDING DECEMBER 31, 2015, AT A FEE NOT TO EXCEED \$40,000.

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

BOARD POLLED: O'GUREK YES
GERHARD YES
NOTHSTEIN YES

COMMISSIONERS' REPORTS:

COMMISSIONER O'GUREK COMMENTED ON THE FOLLOWING:

- 2015 WAS AN EXCEPTIONALLY GOOD YEAR. THANKED HIS FELLOW COMMISSIONERS, SOLICITOR AND STAFF, DEPARTMENT HEADS AND STAFF, ROW OFFICE HOLDERS AND STAFF FOR THEIR WORK AND COOPERATION.
- WISHED SHERIFF DWIGHT NOTHSTEIN THE BEST ON HIS RETIREMENT.

COMMISSIONER GERHARD COMMENTED ON THE FOLLOWING:

- THANKED EVERYONE FOR A PRODUCTIVE FOUR (4) YEARS; FELT IT AN HONOR TO SIT WITH HIS FELLOW TWO (2) COMMISSIONERS.
- REPORTED ON THE ANIMAL SHELTER, NOTING \$4,500 IN DONATIONS AND \$1,000 IN SUPPLIES WERE RECEIVED IN DECEMBER. THANKED TOM CONNORS AND STAFF FOR THE GREAT JOB THEY ARE DOING.

COMMISSIONER NOTHSTEIN COMMENTED ON THE FOLLOWING:

- SPOKE ON VARIOUS CHALLENGES IN THE PAST FOUR (4) YEARS AND THE CHALLENGES AHEAD.
- THANKED THE NEWS MEDIA.
- NOTED THE SHERIFF WILL BE MISSED AND WISHED HIM THE BEST, ALONG WITH THE NEW CORONER ROBERT MILLER.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:49 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN