

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, AND EXECUTIVE SECRETARY MARIANNE BUTRIE.

THE COUNTY CONTROLLER, COUNTY TREASURER, CHIEF ADULT PROBATION OFFICER, AND ASSISTANT COURT ADMINISTRATOR HAMM 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. O'GUREK, SECONDED BY MR. GERHARD, TO APPROVE THE MINUTES OF THE MEETING HELD OCTOBER 20, 2016.

BOARD POLLED:	O'GUREK	YES
	GERHARD	ABSTAIN*
	NOTHSTEIN	YES

\*DUE TO HIS ABSENCE AT THE OCTOBER 20<sup>TH</sup> MEETING.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD OCTOBER 27, 2016.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	ABSTAIN*

\*DUE TO HIS ABSENCE AT THE OCTOBER 27<sup>TH</sup> MEETING.

**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 NOVEMBER 3, 2016.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**SUPPLEMENTAL APPROPRIATIONS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE SUPPLEMENTAL APPROPRIATIONS AS LISTED ON TRANSMITTALS DATED NOVEMBER 3, 2016.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**EXPENDITURE APPROVAL:**

**PAYROLL FUND CHECKING ACCOUNT:**

APPROVAL OF PAYROLL CHECK NUMBERS 67212 THROUGH 67252 AND DIRECT DEPOSIT CHECK NUMBERS 5100758 THROUGH 5101105 FOR THE NET PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$316,677.64 (PAYROLL DATED OCTOBER 28, 2016).

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 126331 THROUGH 126436 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 87,088.98
RENTAL PROPERTY FUND	\$ 1,582.11
COUNTY PARKING FUND	\$ 2,996.50
LIQUID FUELS TAX FUND	\$ 5,576.00
AREA AGENCY ON AGING FUND	\$ 24,099.42
CHILDREN & YOUTH FUND	\$ 36,149.55
HUMAN SERVICE AGENCY FUND	\$ 75.00
DOMESTIC RELATIONS 4D FUND	\$ 1,008.79
WORKFORCE INVESTMENT ACT FUND	\$ 1,547.00
PARKS & RECREATION FUND	\$ 9,876.69
CARBON TRANSPORTATION SYSTEM FUND	\$ 82,740.00
9-1-1 FUND	\$ 12,436.26
CENTRALIZED BOOKING FUND	\$ 20.00
VICTIM/WITNESS FUND	\$ 14.00
CAPITAL PROJECTS FUND	\$ 17,074.19
PAYROLL FUND	\$ 49,179.14
TAX CLAIM FUND	\$ 909.37

TOTAL: \$ 332,373.00

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 VOTED YES WITH THE EXCEPTION OF BILLS FOR THE TIMES NEWS AND BLUE RIDGE COMMUNICATIONS, HE ABSTAINED.

**TREASURER'S REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORT DATED OCTOBER 31, 2016 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF OCTOBER 31, 2016:**

GENERAL FUND CHECKING ACCOUNT	\$	1,731.16
PAYROLL CHECKING ACCOUNT	\$	26,502.39
GENERAL FUND SP NOW	\$	13,607,456.15
OPERATING RESERVE	\$	934,653.41
RENTAL PROPERTY	\$	182,911.63
PARKING FUND	\$	733,508.90
LIQUID FUELS	\$	406,685.99
AREA AGENCY ON AGING	\$	384,097.20
CHILDREN & YOUTH	\$	1,337,857.00
HUMAN SERVICES AGENCY	\$	23,182.75
DOMESTIC RELATIONS	\$	130,585.16
WORKFORCE INVESTMENT ACT	\$	17,546.28
PARKS & RECREATION FUND	\$	170,494.19
CARBON TRANSPORTATION	\$	82,869.71
9-1-1 FUND	\$	1,227,602.29
HAZMAT FUND	\$	114,175.33
OFFENDER SUPERVISION	\$	469,726.26
ADULT ELECTRONIC MONITORING	\$	179,160.01
FARMLAND PRESERVATION	\$	98,659.00
HUMAN SERVICES DEVELOPMENT	\$	18,606.83
HOMELESS GRANT	\$	194.76
CENTRALIZED BOOKING	\$	79,329.99
VICTIM WITNESS	\$	4,608.17
RECORDER OF DEEDS	\$	34,920.11
RECORDS IMPROVEMENTS	\$	12,806.23
JUVENILE SUPERVISION FEE	\$	27,452.65
COMMUNITY SERVICE FEE	\$	12,640.96
PROTHONOTARY AUTOMATION	\$	36,957.19
AFFORDABLE HOUSING	\$	322,873.87
CLERK OF COURTS	\$	2,487.46
REGISTER OF WILLS	\$	12,167.88
JUVENILE ELECTRONIC MONITORING	\$	4,736.53
VITAL STATISTICS	\$	47,524.43
SUBSTANCE ABUSE EDUCATION FUND	\$	103,429.38
LIQUID FUELS/ACT 44 FUND	\$	206,297.53
ACT 13 BRIDGE IMPROVEMENT FUND	\$	337,922.55
VICTIMS SERVICE FUND	\$	49,487.88

HOTEL EXCISE TAX FUND	\$	235,593.64
CDBG FUND	\$	59.84
DEBT SERVICE	\$	2,045,955.97
CAPITAL PROJECTS	\$	882,543.25
FRINGE BENEFITS	\$	592,827.52
TAX CLAIM	\$	276,422.07

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

THE CHAIRMAN RECESSED THE REGULAR MEETING AT 10:34 A.M. IN ORDER TO CONVENE THE MONTHLY SALARY BOARD MEETING.

THE BOARD RECONVENED THE REGULAR MEETING AT 10:38 A.M.

**PERSONNEL REPORT:**

**HIRE:**

**BRANDON P. LUX**, JIM THORPE, PA – COUNTY CASEWORKER I, CHILDREN & YOUTH SERVICES – EFFECTIVE NOVEMBER 7, 2016.

**COURT APPOINTMENT:**

**MAE E. CROUTHAMEL**, JIM THORPE, PA – CLERICAL SPECIALIST, JUVENILE COURT – EFFECTIVE NOVEMBER 8, 2016.

**SHERIFF APPOINTMENT:**

**KELSEY L. BOWMAN**, LEHIGHTON, PA – SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF – EFFECTIVE NOVEMBER 14, 2016.

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**SUSAN ZEIGLER**

**CONNIE LYNN**

**DEENA FITAL**

**MARY ANN MARZEN**

**ETHEL WHITE**

**PAMELA SCHLEICHER**

OVR WEBINAR

PALMERTON, PA

**MARY ANN MARZEN**

COGNITIVE BEHAVIORAL TREATMENT OF CHALLENGING PATIENTS: WAYS TO BOLSTER RESILIENCE

BETHLEHEM, PA

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

**ELECTIONS**

**LISA DART**

THE ASSOCIATION OF EASTERN PENNSYLVANIA COUNTY ELECTION PERSONNEL WINTER MEETING

HARRISBURG, PA

COST: CONFERENCE FEE \$50, LODGING, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**HUMAN RESOURCES**

**LISA MARKS**

THE HEART AND LUNG ACT WEBINAR

JIM THORPE, PA

COST: WEBINAR FEE \$75

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PERSONNEL REPORT DATED NOVEMBER 3, 2016.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CORRESPONDENCE:**

MINUTES RECEIVED: JUNE 29, 2016 MEETING OF THE CARBON COUNTY AREA AGENCY ON AGING

THE OCTOBER 2016 MONTHLY REPORT WAS RECEIVED FROM THE CARBON COUNTY REGISTER OF WILLS.

A COPY OF A PRESS RELEASE REGARDING THE 2016-17 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF PUBLIC WELFARE.

**ADULT PROBATION:**

**#16-408 2016 IMPROVEMENT GRANT:**

THE 2016 COUNTY ADULT PROBATION AND PAROLE SYSTEM IMPROVEMENT GRANT (PCCD) APPLICATION AND AGREEMENT SEEKING FUNDS IN THE AMOUNT OF \$41,450 TO SUPPORT IMPLEMENTATION AND CONTINUED USE OF A VALIDATED RISK AND NEEDS ASSESSMENT IN CARBON COUNTY'S ADULT CRIMINAL JUSTICE SYSTEM WAS SUBMITTED FOR APPROVAL AND EXECUTION.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE GRANT APPLICATION/AGREEMENT.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

CHIEF ADULT PROBATION OFFICER PARSONS BRIEFLY DESCRIBED THE GRANT AND HOW USE OF A VALIDATED RISK AND NEEDS ASSESSMENT WILL HELP IDENTIFY WHAT SPECIFIC ISSUES WE HAVE IN CARBON COUNTY.

**ADVERTISING REQUEST:**

**#16-409 RFP/VEHICLE FLEET FINANCING:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO AUTHORIZE THE ADVERTISEMENT OF REQUEST FOR PROPOSALS (RFP'S) FOR VEHICLE FLEET FINANCING.

BOARD POLLED: O'GUREK ABSTAIN  
GERHARD YES  
NOTHSTEIN YES

**BID AWARD:**

**#16-410 PUBLIC SAFETY COMMUNICATIONS  
SYSTEM MAINTENANCE:**

A COMMUNICATION WAS RECEIVED FROM THE 911 DIRECTOR RECOMMENDING RADIO MAINTENANCE INCORPORATED (RMI), READING PENNSYLVANIA, THE LOWEST QUALIFIED BIDDER, BE AWARDED THE CONTRACT FOR THE PUBLIC SAFETY COMMUNICATIONS SYSTEM MAINTENANCE TO COVER MAINTENANCE ON 911 COMMUNICATIONS EQUIPMENT FOR THREE (3) YEARS, WITH COSTS AS FOLLOWS:

YEAR 1 - \$81,000  
 YEAR 2 - \$79,000  
 YEAR 3 - \$77,000  
 TOTAL: \$237,000

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO AWARD THE BID FOR PUBLIC SAFETY COMMUNICATIONS SYSTEM MAINTENANCE TO RADIO MAINTENANCE INCORPORATED (RMI).

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**BOARDS & AUTHORITIES:**

**#16-411 RAILROAD COMMISSION:**  
**REAPPOINTMENT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO REAPPOINT RICHARD FORGAY SR. OF LANSFORD, PENNSYLVANIA TO SERVE ANOTHER FOUR-YEAR TERM ON THE CARBON COUNTY RAILROAD COMMISSION EFFECTIVE TO SEPTEMBER 1, 2020.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**D&L TRAIL CONNECTIVITY PROJECT:**

**CONSTRUCTION SERVICES:**

**#16-412 SEMMELE/CHANGE ORDER #3:**

CHANGE ORDER #3 TO THE AGREEMENT WITH SEMMEL EXCAVATING, INCORPORATED, ALLENTOWN, PENNSYLVANIA, FOR THE CARBON COUNTY DELAWARE & LEHIGH (D&L) TRAIL CONNECTIVITY PROJECT/CONSTRUCTION SERVICES WAS SUBMITTED FOR APPROVAL.

THE CHANGE ORDER EXTENDS THE TERM FROM OCTOBER 31, 2016 TO NOVEMBER 30, 2016.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND AUTHORIZE EXECUTION OF CHANGE ORDER #3 TO THE SEMMEL CONTRACT.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

**ESG GRANT/2016:**

**#16-413 SUBCONTRACT AGREEMENTS:**

SUBCONTRACT AGREEMENTS FOR THE 2016 EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM, DCED CONTRACT C000064171, FOR THE PERIOD SEPTEMBER 19, 2016 THROUGH MARCH 19, 2018, WERE PRESENTED FOR APPROVAL AND EXECUTION WITH THE FOLLOWING ENTITIES:

CARBON COUNTY ACTION COMMITTEE FOR HUMAN SERVICES - \$31,150.00  
 (RAPID RE-HOUSING & HOMELESSNESS PREVENTION SERVICES)  
 FAMILY PROMISE OF CARBON COUNTY - \$46,037.00  
 (EMERGENCY SHELTER & HMIS SERVICES)

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE AGREEMENTS FOR THE 2016 EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM AS LISTED.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**HUMAN SERVICES:**

**#16-414 TEFAP 4<sup>TH</sup> QUARTER:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE 2015-2016 FOURTH QUARTER INVENTORY PARTICIPATION REPORT AND INVOICE EXPENSE REIMBURSEMENT REQUEST FOR THE TEFAP (EMERGENCY FOOD ASSISTANCE) PROGRAM, WHICH HAS BEEN SUBMITTED TO THE DEPARTMENT OF AGRICULTURE.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**PLANNING & DEVELOPMENT:**

**#16-415 CDBG/CHANGE ORDER/PACKER TOWNSHIP:**

CHANGE ORDER #1 TO THE CONTRACT WITH REILLY MECHANICAL & CONSTRUCTION INCORPORATED, MINERSVILLE, PENNSYLVANIA, FOR NEIGHBORHOOD FACILITIES, PACKER TOWNSHIP, WEATHERLY AREA COMMUNITY LIBRARY, FY2013, WAS SUBMITTED FOR APPROVAL.

THE CHANGE ORDER INCREASES THE CONTRACT \$2,670.00 FOR A NEW TOTAL CONTRACT PRICE OF \$36,070.00. ORIGINAL CONTRACT: \$33,400.00.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE CHANGE ORDER #1 TO THE CONTRACT.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**SOLICITOR'S REPORT:**

**AUTHORIZE ADVERTISING:**

**#16-416 PROPOSED ORDINANCE:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO AUTHORIZE THE ADVERTISEMENT OF A PUBLIC NOTICE FOR PROPOSED COUNTY ORDINANCE #2016-04 THE "CARBON COUNTY HOTEL ROOM RENTAL EXCISE TAX ORDINANCE", TO BE CONSISTENT WITH ACT 18 RECENTLY ADOPTED BY THE STATE LEGISLATURE MAKING CHANGES IN THE STATE STATUTE.

BOARD POLLED: O'GUREK ABSTAIN  
GERHARD YES  
NOTHSTEIN YES

**EMERGENCY OPERATION & TRAINING FACILITY:**

**#16-417 LSA GRANT:**

LOCAL SHARE ACCOUNT (LSA) GRANT AGREEMENT #C000064320 WITH THE COMMONWEALTH FINANCING AGENCY, IN THE AMOUNT OF \$200,000.00, FOR THE EMERGENCY OPERATIONS & FIRE TRAINING FACILITY PROJECT WAS PRESENTED FOR BOARD ACTION.

THE EFFECTIVE DATE OF THE AGREEMENT IS JULY 1, 2016 THROUGH JUNE 30, 2019, AND WOULD BE

UTILIZED FOR PHASE I OF THE PROJECT.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE LSA GRANT AGREEMENT #C000064320.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**TAX CLAIM:**

**#16-418 TITLE SEARCHES:**

A COMMUNICATION WAS SUBMITTED BY THE TAX CLAIM BUREAU DIRECTOR RECOMMENDING THAT THE COUNTY ACCEPT THE QUOTE RECEIVED FROM PARAMOUNT ABSTRACT, INCORPORATED, JIM THORPE, PENNSYLVANIA, TO PERFORM THE REQUIRED TITLE SEARCHES FOR THE 2017 JUDICIAL SALE (145 SEARCHES) AT THEIR PRICE OF \$125.00/SEARCH. PARAMOUNT ABSTRACT WAS THE SOLE QUOTE RECEIVED.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE QUOTE SUBMITTED BY PARAMOUNT ABSTRACT.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER NOTHSTEIN URGED EVERYONE TO ATTEND THE VETERANS PARADE IN PALMERTON ON NOVEMBER 6<sup>TH</sup>.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:45 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN