

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

THE COUNTY TREASURER, CHIEF ADULT PROBATION OFFICER, COUNTY SHERIFF, 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 OCTOBER 26, 2017.

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.

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 NOVEMBER 2, 2017.

BOARD POLLED:	GERHARD	YES
	NOTHSTEIN	YES

SUPPLEMENTAL APPROPRIATIONS:

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

EXPENDITURE APPROVAL:

PAYROLL FUND CHECKING ACCOUNT:

APPROVAL OF PAYROLL CHECK NUMBERS 68519 THROUGH 68551 AND DIRECT DEPOSIT CHECK NUMBERS 5109921 THROUGH 5110286 FOR THE NET PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$330,986.19 (PAYROLL DATED OCTOBER 27, 2017).

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO RATIFY PAYMENT OF THE PAYROLL CHECKS AS LISTED ABOVE.

BOARD POLLED: GERHARD YES
 NOTHSTEIN YES

GENERAL FUND CLEARING ACCOUNT:

APPROVAL OF CHECK NUMBERS 134061 THROUGH 134188 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 471,913.72
RENTAL PROPERTY FUND	\$ 1,349.77
COUNTY PARKING FUND	\$ 152,111.58
AREA AGENCY ON AGING FUND	\$ 78,264.15
CHILDREN & YOUTH FUND	\$ 39,443.54
HUMAN SERVICE AGENCY FUND	\$ 2,667.63
DOMESTIC RELATIONS 4D FUND	\$ 21,859.59
WORKFORCE INVESTMENT ACT FUND	\$ 7,766.49
PARKS & RECREATION FUND	\$ 8,893.09
9-1-1 FUND	\$ 22,492.59
FARMLAND PRESERVATION FUND	\$ 2,500.00
HOMELESS GRANT FUND	\$ 6,780.00
CENTRALIZED BOOKING FUND	\$ 14.15
DEBT SERVICE FUND	\$ 2,250.00
CAPITAL PROJECTS FUND	\$ 38,569.96
FRINGE BENEFIT PAYMENT FUND	\$ 485,210.03
PAYROLL FUND	\$ 54,048.38
TOTAL:	\$ 1,396,134.67

MOTION BY MR. GERHARD, SECONDED BY 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. NOTHSTEIN, TO ACCEPT THE END OF THE MONTH TREASURER'S REPORT DATED OCTOBER 31, 2017, ALONG WITH TREASURER'S REPORT DATED OCTOBER 27, 2017 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF OCTOBER 27, 2017:

GENERAL FUND CHECKING ACCOUNT	\$ 3,705.84
PAYROLL CHECKING ACCOUNT	\$ 148,985.69
GENERAL FUND SP NOW	\$ 11,566,606.38
OPERATING RESERVE	\$ 940,652.17
RENTAL PROPERTY	\$ 203,306.18
PARKING FUND	\$ 859,234.12
LIQUID FUELS	\$ 405,982.60
AREA AGENCY ON AGING	\$ 307,001.47
CHILDREN & YOUTH	\$ 882,874.94
HUMAN SERVICES AGENCY	\$ 4,556.53
DOMESTIC RELATIONS	\$ 76,394.07
WORKFORCE INVESTMENT ACT	\$ 19,589.25
PARKS & RECREATION FUND	\$ 159,498.12
CARBON TRANSPORTATION	\$ 344.65
9-1-1 FUND	\$ 1,476,617.24
HAZMAT FUND	\$ 124,149.02
OFFENDER SUPERVISION	\$ 505,017.08
ADULT ELECTRONIC MONITORING	\$ 168,410.24
FARMLAND PRESERVATION	\$ 89,066.95
HUMAN SERVICES DEVELOPMENT	\$ 19,349.11
HOMELESS GRANT	\$ 6,810.23
CENTRALIZED BOOKING	\$ 111,159.67
VICTIM WITNESS	\$ 2,397.01
RECORDER OF DEEDS	\$ 25,294.21
RECORDS IMPROVEMENTS	\$ 13,716.76
JUVENILE SUPERVISION FEE	\$ 31,972.27
COMMUNITY SERVICE FEE	\$ 11,894.16
PROTHONOTARY AUTOMATION	\$ 55,175.77
AFFORDABLE HOUSING	\$ 340,659.12
CLERK OF COURTS	\$ 3,557.46
REGISTER OF WILLS	\$ 6,732.59
JUVENILE ELECTRONIC MONITORING	\$ 5,921.32
VITAL STATISTICS	\$ 45,295.12
SUBSTANCE ABUSE EDUCATION FUND	\$ 121,879.27
LIQUID FUELS/ACT 44 FUND	\$ 290,395.09
ACT 13 BRIDGE IMPROVEMENT FUND	\$ 416,453.67
VICTIMS SERVICE FUND	\$ 69,908.86
HOTEL EXCISE TAX FUND	\$ 554,174.70
CDBG FUND	\$ 110.65
DEBT SERVICE	\$ 1,874,927.59
CAPITAL PROJECTS	\$ 9,467,052.68
FRINGE BENEFITS	\$ 512,547.35
TAX CLAIM	\$ 594,569.74

BOARD POLLED: GERHARD YES
 NOTHSTEIN YES

THE SALARY BOARD REMAINED IN RECESS, THERE WAS NO MONTHLY SALARY BOARD MEETING DUE TO LACK OF A QUORUM.

PERSONNEL REPORT:**EMPLOYMENT SEPARATION:**

RUSSELL E. BRYANT, LANSDALE, PA – FULL-TIME ASSISTANT PUBLIC DEFENDER, PUBLIC DEFENDER'S OFFICE – EFFECTIVE OCTOBER 23, 2017.

CHANGE OF STATUS:

SHANNON L. SOTACK, WEATHERLY, PA

FROM: CLERK, TAX ASSESSMENT

TO: ADMINISTRATIVE SECRETARY, TAX ASSESSMENT

EFFECTIVE: NOVEMBER 6, 2017

LEAVE OF ABSENCE:

PARKING FUND

CHRISTIANNE E. ARCHER, SUMMIT HILL, PA

FROM: OCTOBER 31, 2017

TO: DECEMBER 12, 2017

SEMINAR/TRAINING REQUESTS:

CHILDREN & YOUTH SERVICES

MEGAN K. CROIZIER

KRISTY L. HAHN

TARA A. SKRIMCOVSKY

JASON M. SKRIMCOVSKY

DAWN K. MEROLA

TAWNIA C. AMER

MINIMAL FACTS INTERVIEW TRAINING

WILKES-BARRE, PA

COST: MEALS

COMMISSIONERS

ELOISE K. AHNER

COLLEEN A. KLEIN

ECMS – LOCAL PROJECTS – INVOICE PROCESSING WEBINAR

JIM THORPE, PA

CORONER

JOHN M. TURCMANOVICH

6TH ANNUAL CORONER/LAW ENFORCEMENT/EMS CONTINUING EDUCATION

WILLIAMSPORT, PA

COST: CONFERENCE FEE \$75

SEMINAR/TRAINING REQUESTS CONTINUED:

ELECTIONS

LISA R. DART

A.E.P.C.E.P WINTER MEETING

WYOMISSING, PA

COST: CONFERENCE FEE \$50, LODGING, MEALS

SHERIFF

ABIGAIL BAPTISTE

STEPHEN J. GULLA

ACT 2 BASIC TRAINING

STATE COLLEGE, PA

COURT SEMINAR/TRAINING REQUEST ACKNOWLEDGEMENTS:

COURT ADMINISTRATION

ALI M. YOUNG

BRIDGE THE GAP PROGRAM

EASTON, PA

COST: CONFERENCE FEE \$5 MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

DISTRICT COURT

KIMBERLY J. BUTALA

MDJS WORKSHOP

LEHIGHTON, PA

COST: MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PERSONNEL REPORT DATED NOVEMBER 2, 2017.

BOARD POLLED: GERHARD YES
 NOTHSTEIN YES

CORRESPONDENCE:

AUDIT REPORTS RECEIVED: CARBON COUNTY CONSERVATION DISTRICT FOR YEAR ENDED DECEMBER 31, 2016; CARBON COUNTY LIQUID FUELS TAX FUND FOR THE PERIOD JANUARY 1, 2015 TO DECEMBER 31, 2016.

THE OCTOBER 2017 MONTHLY REPORT WAS RECEIVED FROM THE CARBON COUNTY REGISTER OF WILLS.

A COPY OF CORRESPONDENCE SENT TO ENVIRONMENTAL PRODUCTS & SERVICES OF VERMONT, INCORPORATED GRANTING THEM AN EXTENSION OF THIRTY (30) DAYS TO NOVEMBER 30, 2017 ON THEIR CURRENT CERTIFICATION AS A HAZARDOUS MATERIALS RESPONSE TEAM WAS RECEIVED FROM THE PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY.

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT REGARDING APPROVAL OF THE FOLLOWING GRANT (201612159785), TOTALING \$684,016, UNDER THE 2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM:

CARBON COUNTY	\$ 234,417.
CARBON COUNTY ON BEHALF OF:	
FRANKLIN TOWNSHIP	\$ 85,063.
JIM THORPE BOROUGH	\$ 89,332.
LEHIGHTON BOROUGH	\$ 95,248.
MAHONING TOWNSHIP	\$ 85,416.
PALMERTON BOROUGH	\$ 94,540.

ADULT PROBATION:

#17-439 INTERMEDIATE PUNISHMENT:

A PROJECT MODIFICATION REQUEST (AMENDMENT #2) TO BE SUBMITTED TO THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY (PCCD) FOR FUNDING CARBON COUNTY'S RESTRICTIVE INTERMEDIATE PUNISHMENT PROJECT (ELECTRONIC MONITORING) WAS SUBMITTED FOR BOARD ACTION.

A REVIEW OF THE GRANT APPLICATION AND AWARD INDICATED THAT FUNDS WERE ALLOCATED TO THE 2016/17 FISCAL YEAR BUT WERE ERRONEOUSLY NOT ALLOCATED FOR 2017/18 FISCAL YEAR.

THE MODIFICATION IS SEEKING TO CORRECT AND APPROPRIATELY FUND THE SECOND YEAR OF THE GRANT REQUESTING FUNDS IN THE AMOUNT OF \$11,100.00 FOR ADDITIONAL EQUIPMENT AND

MONITORING COSTS.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE PROJECT MODIFICATION REQUEST (AMENDMENT #2) FOR THE CARBON COUNTY'S RESTRICTIVE INTERMEDIATE PUNISHMENT PROJECT.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

THE BOARD RECOGNIZED RICHMOND PARSONS, CHIEF ADULT PROBATION OFFICER, WHO GAVE A BRIEF EXPLANATION OF THE GRANT REQUEST WHICH COVERS THOSE INDIVIDUALS ON HOUSE ARREST.

ARCHIVES RENOVATION PROJECT:

#17-440 LEIBOLD/CHANGE ORDER #3:

CHANGE ORDER #3 TO THE CONTRACT WITH LEIBOLD, INCORPORATED, POTTSVILLE, PENNSYLVANIA, FOR THE ARCHIVES BUILDING RENOVATIONS PROJECT, CONTRACT #3, HVAC, WAS SUBMITTED FOR APPROVAL. ADDITIONAL GAS PIPING AND A CHANGE IN THE GAS LINE DIAMETER FOR THE WATER HEATER WILL INCREASE THE CONTRACT AMOUNT \$414.00, FOR A NEW TOTAL CONTRACT OF \$113,349.00. ORIGINAL CONTRACT: \$112,400; CHANGE ORDER #1: EXTENSION TO 10/21/17; CHANGE ORDER #2: INCREASE OF \$535.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE EXECUTION OF CHANGE ORDER #3 TO THE CONTRACT WITH LEIBOLD, INCORPORATED.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

HUMAN SERVICES:

#17-441 STATE FOOD/DATA:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE FY 2017/2018 STATE FOOD PURCHASE PROGRAM'S 1ST QUARTER EXPENSE AND DATA REPORT AS SUBMITTED BY SHEPHERD HOUSE, INCORPORATED.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#17-442 TEFAP 4TH QUARTER:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE 2016-2017 FOURTH QUARTER INVENTORY PARTICIPATION REPORT AND INVOICE EXPENSE REIMBURSEMENT REQUEST FOR THE TEFAP (TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM), WHICH HAS BEEN SUBMITTED TO THE DEPARTMENT OF AGRICULTURE.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

PLANNING & DEVELOPMENT:

#17-443 AMENDED LIMITED ENGLISH PROFICIENCY PLAN:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ADOPT AND AUTHORIZE EXECUTION OF THE AMENDED FOUR FACTOR ANALYSIS & LIMITED ENGLISH PROFICIENCY PLAN AS REQUIRED FOR THE FY2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND EMERGENCY SOLUTIONS GRANT (ESG) PROGRAMS.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

SOLICITOR'S REPORT:

AGENCY ON AGING:

#17-444 ADDENDUM/STEIER:

A COMMUNICATION WAS RECEIVED FROM THE OFFICE ON AGING REQUESTING APPROVAL OF AN ADDENDUM TO THE AGREEMENT WITH LINDA STEIER, SCOTT TOWNSHIP, PENNSYLVANIA, FOR PROFESSIONAL DIETITIAN SERVICES FOR THE CARBON COUNTY AREA AGENCY ON AGING.

THE ADDENDUM EXTENDS THE AGREEMENT FOR AN ADDITIONAL YEAR COMMENCING APRIL 1, 2017 AND CONTINUING UNTIL MARCH 31, 2018 AND AMENDS PARAGRAPH 4 TO READ THAT THE AGREEMENT WILL AUTOMATICALLY RENEW, SUBJECT TO AVAILABILITY OF FUNDING. ALL OTHER PROVISIONS OF THE APRIL 14, 2016 AGREEMENT SHALL CONTINUE IN FULL FORCE AND EFFECT.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE ADDENDUM TO THE AGREEMENT WITH LINDA STEIER.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#17-445 BANNER REQUESTS:

A BANNER PERMIT REQUEST WAS SUBMITTED FOR THE FOLLOWING:

BACH & HANDEL CHORALE

CHRISTMAS CONCERT/ST. MARK'S CHURCH, DECEMBER 2, 2017

BANNER REQUEST: 11/18/17 TO 12/03/17

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE EXECUTION OF THE BANNER PERMIT.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

TAX CLAIM:

#17-446 TITLE SEARCHES:

A RECOMMENDATION WAS RECEIVED FROM THE TAX CLAIM BUREAU THAT THE COUNTY ACCEPT THE QUOTE RECEIVED FROM PARAMOUNT ABSTRACT, INCORPORATED, JIM THORPE, PENNSYLVANIA, TO PERFORM THE REQUIRED TITLE SEARCHES FOR THE 2018 JUDICIAL SALE (163 SEARCHES) AT THEIR PRICE OF \$125.00/SEARCH. PARAMOUNT ABSTRACT WAS THE SOLE QUOTE RECEIVED.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE QUOTE AS SUBMITTED FROM PARAMOUNT ABSTRACT, INCORPORATED.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

VETERANS COURT:

#17-447 TRANSPORTATION AGREEMENT:

A REQUEST WAS RECEIVED FROM THE ADULT PROBATION OFFICE FOR APPROVAL AND EXECUTION OF AN AGREEMENT BETWEEN THE COUNTY OF CARBON AND LAKE HARMONY TURISMO, LLC TO PROVIDE TRANSPORTATION TO PARTICIPANTS OF THE VETERANS TREATMENT COURT FOR ONE YEAR, BEGINNING NOVEMBER 1, 2017 AND TERMINATING OCTOBER 31, 2018, WITH CHARGES AS FOLLOWS:

- \$60.00/HOUR – ROLLING TIME (BILLED IN 15 MINUTE INCREMENTS)
- \$30.00/HOUR – WAIT TIME

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENT WITH LAKE HARMONY TURISMO, LLC.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

IT WAS NOTED THAT COSTS WILL BE COVERED BY DONATIONS RECEIVED.

COMMISSIONERS' REPORTS:

COMMISSIONER GERHARD REPORTED THAT THE COVERED BRIDGE WAS STRUCK AGAIN, WITH THE INDIVIDUAL HITTING THE "HEADACHE BAR" AT AN EXCESSIVE SPEED CAUSING SEVERE DAMAGE. EFFORTS ARE BEING MADE TO FIND THE PERSON RESPONSIBLE AND REPAIRS WILL BE MADE IN THE NEAR FUTURE.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:42 A.M.

ELOISE K. AHNER,
CHIEF CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTHSTEIN, CHAIRMAN