

FEBRUARY 15, 2018

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENE
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, COUNTY TREASURER, COUNTY SHERIFF, AND THE COURT
ADMINISTRATOR WERE ALSO PRESENT.

COMMISSIONER O'GUREK WAS ABSENT.

MOMENT OF SILENCE:

FEBRUARY 15, 2018

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. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD FEBRUARY 8, 2018.

BOARD POLLED:	GERHARD	YES
	NOTHSTEIN	YES

GUESTS (CONCERNING COUNTY BUSINESS):

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

OPENING OF RFPS:

#18-066 CARBON COUNTY BRIDGE #17 GUIDERAIL:

THERE WERE NO PROPOSALS RECEIVED FOR CARBON COUNTY BRIDGE #17 GUIDERAIL.

THERE WERE NO RESPONSES RECEIVED FOR THE NOVEMBER 2, 2017 RFP REQUEST.

THE COUNTY ADMINISTRATOR ADVISED THAT IT WILL BE NECESSARY TO CONTACT THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR DIRECTION ON HOW TO PROCEED WITH THE PROJECT SINCE LIQUID FUELS TAX FUNDS ARE BEING USED.

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 FOR 2017 AND 2018 AS LISTED ON TRANSMITTALS DATED FEBRUARY 15, 2018.

BOARD POLLED:	GERHARD	YES
	NOTHSTEIN	YES

SUPPLEMENTAL APPROPRIATIONS:

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

EXPENDITURE APPROVAL:

GENERAL FUND CLEARING ACCOUNT:

APPROVAL OF CHECK NUMBERS 136406 THROUGH 136573 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$	71,765.39
COUNTY PARKING FUND	\$	304.81
LIQUID FUELS TAX FUND	\$	162.50
AREA AGENCY ON AGING FUND	\$	3,452.63
CHILDREN & YOUTH FUND	\$	47,277.97
HUMAN SERVICE AGENCY FUND	\$	38.00
DOMESTIC RELATIONS 4D FUND	\$	1,061.62
WORKFORCE INVESTMENT ACT FUND	\$	291.63
PARKS & RECREATION FUND	\$	441.33
9-1-1 FUND	\$	13,616.20
HAZ-MAT RESPONSE FUND	\$	13.50
FARMLAND PRESERVATION FUND	\$	17,270.00
CENTRALIZED BOOKING FUND	\$	20.24
VICTIM/WITNESS FUND	\$	471.08
RECORDER OF DEEDS IMPROVEMENT FUND	\$	5,000.00
AFFORDABLE HOUSING FUND	\$	24.87
CDBG FUND	\$	17,216.58
CAPITAL PROJECTS FUND	\$	7,768.25
FRINGE BENEFIT PAYMENT FUND	\$	490.50
TAX CLAIM FUND	\$	<u>114,927.97</u>
TOTAL:	\$	301,615.07

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 TREASURER'S REPORT DATED FEBRUARY 9, 2018 REPORTING BALANCES AS FOLLOWS:

BALANCES AS OF FEBRUARY 9, 2018:

GENERAL FUND CHECKING ACCOUNT	\$	730.46
PAYROLL CHECKING ACCOUNT	\$	19,642.02
GENERAL FUND SP NOW	\$	7,773,405.80
OPERATING RESERVE	\$	944,142.57
RENTAL PROPERTY	\$	214,708.42
PARKING FUND	\$	750,040.00
LIQUID FUELS	\$	474,505.74
AREA AGENCY ON AGING	\$	434,593.39
CHILDREN & YOUTH	\$	970,063.75

FEBRUARY 15, 2018

HUMAN SERVICES AGENCY FUND	\$	21,368.85
DOMESTIC RELATIONS	\$	87,184.96
WORKFORCE INVESTMENT ACT	\$	13,076.57
PARKS & RECREATION FUND	\$	66,811.36
CARBON TRANSPORTATION	\$	38.24
9-1-1 FUND	\$	1,348,450.03
HAZMAT RESPONSE FUND	\$	122,980.25
OFFENDER SUPERVISION	\$	535,487.56
ADULT ELECTRONIC MONITORING	\$	178,125.34
FARMLAND PRESERVATION	\$	51,260.10
HUMAN SERVICES DEVELOPMENT	\$	734.02
HOMELESS GRANT	\$	339.85
CENTRALIZED BOOKING	\$	107,996.33
VICTIM WITNESS	\$	6,692.43
RECORDER OF DEEDS IMPROVEMENT	\$	34,363.88
COUNTY RECORDS IMPROVEMENTS	\$	19,751.53
JUVENILE SUPERVISION	\$	34,765.04
COMMUNITY SERVICE FEE FUND	\$	12,028.18
PROTHONOTARY AUTOMATION FUND	\$	61,896.27
AFFORDABLE HOUSING FEE	\$	327,089.65
CLERK OF COURTS AUTOMATION FUND	\$	4,231.77
REGISTER OF WILLS	\$	7,874.39
JUVENILE ELECTRONIC MONITORING FUND	\$	5,943.29
VITAL STATISTICS FUND	\$	45,463.19
SUBSTANCE ABUSE EDUCATION FUND	\$	127,819.16
LIQUID FUELS/ACT 44 FUND	\$	351,970.00
ACT 13 BRIDGE IMPROVEMENT FUND	\$	417,998.97
VICTIMS SERVICE FUND	\$	39,837.38
HOTEL EXCISE TAX FUND	\$	314,670.49
CDBG FUND	\$	17,221.01
DEBT SERVICE FUND	\$	1,325,668.81
CAPITAL PROJECTS FUND	\$	8,942,744.73
FRINGE BENEFITS PAYMENT FUND	\$	418,577.35
TAX CLAIM FUND	\$	605,369.63

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

PERSONNEL REPORT:

INTERNSHIP:

EMERGENCY MANAGEMENT AGENCY

JENNIFER SUMMERS, WILLIAMSPORT, PA

PENN COLLEGE, EMERGENCY MANAGEMENT TECHNOLOGY

FROM: MAY 14, 2018

TO: AUGUST 3, 2018

LEAVE OF ABSENCE:

CORRECTIONS

AMANDA C. LOUDON, LEHIGHTON, PA

PART-TIME CORRECTIONS OFFICER/TEAMSTERS

FROM: FEBRUARY 9, 2018

TO: APRIL 12, 2018

SEMINAR/TRAINING REQUESTS:

AREA AGENCY ON AGING

MARY ANN C. MARZEN

DONNA L. SHELLY

VRPM POLICIES FOR APPRISE VOLUNTEERS WEBINAR

PALMERTON, PA

CONNIE M. LYNN

MARY ANN C. MARZEN

DANYELLE M. NEIFERT

MARK D. MISCZENSKI

GAMBLING AND OLDER ADULTS WEBINAR

PALMERTON, PA

CORRECTIONS

TIMOTHY L. FRITZ

2018 CLEAN MANDATORY TAC TRAINING

JESSUP, PA

TIMOTHY L. FRITZ

RYAN R. LONG

SPRING 2018 CONFERENCE AND TRAINING SEMINAR

POCONO MANOR, PA

SEMINAR/TRAINING REQUESTS CONTINUED:

DISTRICT ATTORNEY

CYNTHIA A. DYDRA-HATTON

PROSECUTING THE DRUGGED DRIVER

KING OF PRUSSIA, PA

COST: CONFERENCE FEE \$255, MEALS

PLANNING & DEVELOPMENT

DAVID J. BODNAR, JR.

JENNIFER L. HUNSICKER

RYAN A. RICHARDS

2018 PENNSYLVANIA CD&H PRACTITIONERS ANNUAL CONFERENCE

STATE COLLEGE, PA

COST: CONFERENCE FEE \$150 PER PERSON, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

COURTS SEMINAR/TRAINING REQUESTS ACKNOWLEDGEMENTS:

COURT ADMINISTRATION

SHERRI R. KLEINTOP

JOLENE N. REMUS

2018 PCRA ANNUAL CONVENTION

PITTSBURGH, PA

COST: CONFERENCE FEE \$255 PER PERSON, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

JUVENILE COURT

JOSEPH A. GRECO

PAUL R. ZONA

FEBRUARY 15, 2018

“STIMULANTS”

MECHANICSBURG, PA

COST: CONFERENCE FEE \$160 PER PERSON, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PERSONNEL REPORT
DATED FEBRUARY 15, 2018.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

CORRESPONDENCE:

THE JANUARY 2018 MONTHLY REPORT WAS RECEIVED FROM THE CARBON COUNTY RECORDER OF
DEEDS.

ADVERTISING REQUESTS:

#18-067 BIDS/MCLP/PAVING PROJECT:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO AUTHORIZE THE ADVERTISEMENT OF
INVITATION TO BID FOR MAUCH CHUNK LAKE PARK, 2018 PAVING PROJECT.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#18-068 MEETING CHANGES:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO AUTHORIZE THE NECESSARY
ADVERTISEMENTS RELATIVE TO RESCHEDULING THE MARCH 15TH COMMISSIONERS' MEETING AND THE
CARBON COUNTY RETIREMENT BOARD MEETING.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

AGENCY ON AGING:

#18-069 CHARITABLE REGISTRATION:

A COMMUNICATION WAS RECEIVED FROM THE CARBON COUNTY AREA AGENCY ON AGING
ENCLOSING CHARITABLE ORGANIZATION REGISTRATION STATEMENT (FORM BCO-10) TO BE SUBMITTED
TO THE PENNSYLVANIA DEPARTMENT OF STATE FOR FISCAL YEAR ENDING JUNE 30, 2017 WHICH IS
REQUIRED FOR THE CARBON COUNTY AREA AGENCY ON AGING DUE TO RECEIVING CHARITABLE
CONTRIBUTIONS (ANNUAL FEE - \$100).

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE
EXECUTION OF THE REGISTRATION STATEMENT.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

BID AWARD:

#18-070 ELECTION FORMS/LABELS:

A RECOMMENDATION WAS RECEIVED FROM THE DIRECTOR OF ELECTIONS THAT THE SOLE BIDDER,
RELIANCE GRAPHICS, INCORPORATED OF WEST CHESTER, PENNSYLVANIA, BE AWARDED THE CONTRACT
FOR THE PRINTING OF 2018 ELECTION FORMS AND BALLOTS AT THEIR BID OF \$25,000.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO AWARD THE CONTRACT TO RELIANCE GRAPHICS.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

SERVICE AGREEMENT:

#18-071 EDWARDS BUSINESS/CCCF:

A MAINTENANCE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS, BETHLEHEM, PENNSYLVANIA, FOR A NEW KONICA BIZHUB MODEL 458 COPIER LOCATED IN THE BOOKING AREA AT THE COUNTY PRISON WAS SUBMITTED FOR BOARD ACTION.

THE COST SHALL BE BILLED QUARTERLY AT \$.0073 PER COPY WHICH INCLUDES TONER, PARTS, AND LABOR; PRICE WILL REMAIN FIXED FOR THREE (3) YEARS FROM DATE OF INSTALLATION, 2/13/18 TO 2/13/21.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND AUTHORIZE EXECUTION OF THE AGREEMENT WITH EDWARDS BUSINESS.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

SOLICITOR'S REPORT:

FARMLAND PRESERVATION:

#18-072 SURVEY/AASA/GETZ:

A PROPOSAL WAS SUBMITTED BY ARTHUR A. SWALLOW ASSOCIATES, LLC, PROFESSIONAL LAND SURVEYORS, FOR SURVEY SERVICES AT THE CHARLES W. & CAROL A. GETZ FARM, KIDDER TOWNSHIP. TOTAL ESTIMATE NOT TO EXCEED \$8,600.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PROPOSAL AS SUBMITTED BY ARTHUR A. SWALLOW ASSOCIATES, LLC FOR THE GETZ FARM.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#18-073 SURVEY/AASA/REX:

A PROPOSAL WAS SUBMITTED BY ARTHUR A. SWALLOW ASSOCIATES, LLC, PROFESSIONAL LAND SURVEYORS, FOR SURVEY SERVICES AT THE KEITH REX & DAVID REX FARM, MAHONING TOWNSHIP. TOTAL ESTIMATE NOT TO EXCEED \$17,300.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO ACCEPT THE PROPOSAL AS SUBMITTED BY ARTHUR A. SWALLOW ASSOCIATES, LLC FOR THE REX FARM.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

MAGISTRATES/LANSFORD:

SNOW REMOVAL:

#18-074 AGREEMENT/BUTRIE:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO RATIFY TERMINATION OF AGREEMENT WITH JOSEPH BUTRIE, LANSFORD, PENNSYLVANIA, FOR SNOW/ICE REMOVAL AND CLEARING AT THE LANSFORD MAGISTRATES OFFICE AND ADJACENT PARKING LOTS, EFFECTIVE NOVEMBER 21, 2017.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

#18-075 AGREEMENT/STEMPA:

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO RATIFY APPROVAL OF AN AGREEMENT BETWEEN THE COUNTY AND ROBERT STEMPE, 330 W. CATAWISSA STREET, NESQUEHONING, PENNSYLVANIA FOR SNOW/ICE REMOVAL, ETC. AT THE LANSFORD MAGISTRATES OFFICE, 417 EAST RIDGE STREET, LANSFORD, PENNSYLVANIA, EFFECTIVE DECEMBER 1, 2017 TO FEBRUARY 6, 2018. COMPENSATION - \$100 FOR EACH INSTANCE.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

PARKS/SEWAGE REMOVAL:

#18-076 ALLSTATE SEPTIC:

A RENEWAL OF THE SERVICE AGREEMENT WITH ALLSTATE SEPTIC SYSTEMS LLP, BANGOR, PENNSYLVANIA, FOR SEWAGE REMOVAL AND DISPOSAL SERVICE AT THE CARBON COUNTY ENVIRONMENTAL EDUCATION CENTER (EEC) AND BOAT LAUNCH B, MAUCH CHUNK LAKE PARK WAS SUBMITTED FOR BOARD ACTION.

THE TERM SHALL COMMENCE MARCH 1, 2018 AND TERMINATE FEBRUARY 28, 2019. THE COST SHALL REMAIN THE SAME AT 13 CENTS/GALLON FOR MONDAY THROUGH FRIDAY; 17.5 CENTS/GALLON ON WEEKEND/HOLIDAYS.

THIS IS THE LAST OF (2) TWO RENEWAL TERMS AVAILABLE ON THE ORIGINAL CONTRACT DATED 2/29/16.

MOTION BY MR. GERHARD, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE RENEWAL WITH ALLSTATE SEPTIC SYSTEMS.

BOARD POLLED: GERHARD YES
NOTHSTEIN YES

COMMISSIONERS' REPORTS:

COMMISSIONER GERHARD PROVIDED AN UPDATE ON WORK BEING DONE AT THE CARBON COUNTY ANIMAL SHELTER, NOTING THAT EIGHTEEN (18) GATES WERE INSTALLED AND LIGHTING IS BEING CONVERTED TO LED.

COMMISSIONER NOTHSTEIN REPORTED ON THE FOLLOWING:

- INTERAGENCY AND FAMILY COLLABORATIVE BOARD ANNUAL HUMAN SERVICES PRIORITY BREAKFAST WILL BE HELD APRIL 27TH AT DEAN ANTHONY'S IN JIM THORPE, WITH HANDOUTS FOR THE NEWS MEDIA
- COMMUNICATION REGARDING MCDONALD'S EFFORT TO REDUCE CALORIES AND SODIUM IN HAPPY MEALS TO MAKE THEM HEALTHIER

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