

**March 01, 2018**

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:31 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, AND EXECUTIVE SECRETARY MARIANNE BUTRIE.

THE COUNTY CONTROLLER, COUNTY TREASURER, DISTRICT ATTORNEY, HUMAN RESOURCES DIRECTOR, AND THE COURT ADMINISTRATOR WERE ALSO PRESENT.

SOLICITOR MISCAVIGE 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. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD FEBRUARY 22, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**GUESTS (CONCERNING COUNTY BUSINESS):**

**MARCH 01, 2018**

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 FOR 2017 AND 2018 AS LISTED ON TRANSMITTALS DATED MARCH 1, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 136734 THROUGH 136822 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$	100,788.74
AREA AGENCY ON AGING FUND	\$	36,060.38
CHILDREN & YOUTH FUND	\$	44,946.11
DOMESTIC RELATIONS 4D FUND	\$	1,075.00
PARKS & RECREATION FUND	\$	656.65
CARBON TRANSPORTATION SYSTEM FUND	\$	45,786.95
9-1-1 FUND	\$	<u>74,895.99</u>
TOTAL:	\$	304,209.82

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 BLUE RIDGE COMMUNICATIONS AND PENTELEDATA, HE ABSTAINED.

**TREASURER'S REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE TREASURER'S REPORT DATED FEBRUARY 23, 2018 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF FEBRUARY 23, 2018:**

GENERAL FUND CHECKING ACCOUNT	\$	730.46
PAYROLL CHECKING ACCOUNT	\$	25,528.86
GENERAL FUND SP NOW	\$	7,226,784.51
OPERATING RESERVE	\$	944,142.57
RENTAL PROPERTY	\$	217,452.61
PARKING FUND	\$	750,857.90
LIQUID FUELS	\$	474,343.24
AREA AGENCY ON AGING	\$	380,276.51
CHILDREN & YOUTH	\$	835,073.90
HUMAN SERVICES AGENCY FUND	\$	17,518.17
DOMESTIC RELATIONS	\$	69,863.16
WORKFORCE INVESTMENT ACT	\$	15,491.73
PARKS & RECREATION FUND	\$	65,768.46
CARBON TRANSPORTATION	\$	45,825.19
9-1-1 FUND	\$	1,687,521.44
HAZMAT RESPONSE FUND	\$	124,668.13
OFFENDER SUPERVISION	\$	544,771.64
ADULT ELECTRONIC MONITORING	\$	183,907.29
FARMLAND PRESERVATION	\$	33,990.10
HUMAN SERVICES DEVELOPMENT	\$	734.02
HOMELESS GRANT	\$	339.85
CENTRALIZED BOOKING	\$	110,180.85
VICTIM WITNESS	\$	13,701.72
RECORDER OF DEEDS IMPROVEMENT	\$	29,363.88
COUNTY RECORDS IMPROVEMENTS	\$	24,751.53
JUVENILE SUPERVISION	\$	35,312.22
COMMUNITY SERVICE FEE FUND	\$	12,082.42
PROTHONOTARY AUTOMATION FUND	\$	61,896.27
AFFORDABLE HOUSING FEE	\$	314,767.78
CLERK OF COURTS AUTOMATION FUND	\$	4,426.52
REGISTER OF WILLS	\$	7,874.39
JUVENILE ELECTRONIC MONITORING FUND	\$	5,943.29
VITAL STATISTICS FUND	\$	45,463.19
SUBSTANCE ABUSE EDUCATION FUND	\$	129,402.67
LIQUID FUELS/ACT 44 FUND	\$	351,970.00
ACT 13 BRIDGE IMPROVEMENT FUND	\$	417,998.97
VICTIMS SERVICE FUND	\$	40,709.24
HOTEL EXCISE TAX FUND	\$	168,316.21
CDBG FUND	\$	4.43
DEBT SERVICE FUND	\$	1,326,398.45
CAPITAL PROJECTS FUND	\$	8,905,720.41
FRINGE BENEFITS PAYMENT FUND	\$	423,250.45
TAX CLAIM FUND	\$	725,918.21

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN YES

THE CHAIRMAN RECESSED THE REGULAR MEETING AT 10:33 A.M. IN ORDER TO CONVENE THE MONTHLY SALARY BOARD MEETING.

THE BOARD RECONVENED THE REGULAR MEETING AT 10:39 A.M.

**MARCH 01, 2018**

**PERSONNEL REPORT:**

**RESIGNATIONS:**

**KASEY M. HERMAN**, JIM THORPE, PA – LIFEGUARD, PARKS – EFFECTIVE FEBRUARY 24, 2018.

**SYDNEY R. WERNETT**, JIM THORPE, PA – CLERICAL SPECIALIST, CLERK OF COURTS – EFFECTIVE MARCH 9, 2018.

**SHERIFF APPOINTMENTS:**

**DENNIS S. BALLIET**, JIM THORPE, PA – PART-TIME SECURITY OFFICER – EFFECTIVE MARCH 2, 2018.

**SYDNEY R. WERNETT**, JIM THORPE, PA – SPECIAL DEPUTY SHERIFF TRAINEE – EFFECTIVE MARCH 14, 2018.

**HIRE:**

**WARREN D. BALLIET**, LANSFORD, PA – SEASONAL PARK RANGER II, PARKS – EFFECTIVE MARCH 26, 2018.

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**SUSAN E. ZEIGLER**

**DONNA L. SHELLY**

2018 BACK TO BASICS TRAINING

STATE COLLEGE, PA

COST: LODGING, MEAL, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**SUSAN E. ZEIGLER**

WARM HAND-OFF REGIONAL SUMMIT - NORTHEAST REGION

WILKES-BARRE, PA

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

**MARY ANN MARZEN**

**DONNA L. SHELLY**

2018 APPRISE ANNUAL CONFERENCE

STATE COLLEGE, PA

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

**BUILDINGS & GROUNDS**

**LORENZO P. CINICOLA**

BRIDGE MAINTENANCE & INSPECTIONS

ALLENTOWN, PA

COST: MEALS

**SEMINAR/TRAINING REQUESTS CONTINUED:**

**COMMISSIONERS OFFICE**

**COLLEEN KLEIN**

RISK CONTROL WORKSHOP

HARRISBURG, PA

**SHERIFF**

**KAREN S. FLEXER**

**DANIEL M. LONG**

KEYS: FEEDBACK, PROBLEM EMPLOYEES & DISCIPLINE- OH MY!

SCRANTON, PA

**COURTS SEMINAR/TRAINING REQUESTS ACKNOWLEDGEMENTS:**

**DOMESTIC RELATIONS**

**RASHUNDA L. YUHAS**

**SHAWN M. JONES**

**TEAH M. REICHARD**

**RACHEL L. MOYER**

GUIDELINES 201

NANTICOKE, PA

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

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PERSONNEL REPORT DATED MARCH 1, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**CORRESPONDENCE:**

MINUTES RECEIVED: JANUARY 16, 2018 MEETING OF THE CARBON COUNTY PLANNING COMMISSION.

A COMMUNICATION WAS RECEIVED FROM THE LEHIGHTON AREA MEMORIAL LIBRARY DIRECTOR, ON BEHALF OF THE BOARD OF TRUSTEES, THANKING THE COMMISSIONERS FOR THEIR DONATION AND SUPPORT.

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA BOARD OF PROBATION AND PAROLE ANNOUNCING THAT CARBON COUNTY'S 2017-2018 GRANT-IN-AID CONTINUING PROGRAM APPLICATION #13-17-CP FOR THE IMPROVEMENT OF ADULT PROBATION SERVICES HAS BEEN APPROVED IN THE AMOUNT OF \$64,825.

A COMMUNICATION WAS RECEIVED REGARDING THE FOLLOWING PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT APPLICATION:

BOROUGH OF BOWMANSTOWN  
SUBMITTED BY ALFRED BENESCH & COMPANY, POTTSVILLE, PA  
UTILITY WATER SYSTEM PROJECT  
PA SMALL WATER AND SEWER GRANT APPLICATION  
WEB ID #8122446; PROJECT #60183.10

CORRESPONDENCE WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION ADVISING THAT THEY WILL BE PRESENTING PLANS FOR THE STATE ROUTE 209, MANSION HOUSE HILL, ROCK SLIDE MITIGATION PROJECT AND EXTENDING AN INVITATION TO ATTEND THE PLANS DISPLAY TO BE HELD FEBRUARY 28, 2018 AT THE MAHONING TOWNSHIP MUNICIPAL BUILDING FROM 5:30 TO 6:00 P.M. BEFORE THE REGULARLY SCHEDULED BOARD OF SUPERVISORS MEETING.

NOTIFICATION WAS RECEIVED FROM THE PENNSYLVANIA STATE CONSERVATION COMMISSION ADVISING OF THEIR REVIEW AND APPROVAL OF THE APPOINTMENTS OF SCOTT MOSIER AS FARMER DIRECTOR, MERLE B. HUNSICKER AS PUBLIC DIRECTOR, AND WAYNE E. NOTHSTEIN AS COMMISSIONER REPRESENTATIVE ON THE CARBON COUNTY CONSERVATION DISTRICT.

**BOARDS & AUTHORITIES:**

**ENVIRONMENTAL ED CENTER:**

#18-103 **APPOINTMENT:**

**MARCH 01, 2018**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPOINT CLIFF MCFARLAND, JIM THORPE, PENNSYLVANIA AS EDUCATION REPRESENTATIVE ON THE ENVIRONMENTAL EDUCATION CENTER ADVISORY BOARD FOR A FIVE-YEAR TERM EFFECTIVE TO DECEMBER 31, 2022.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CHILDREN & YOUTH:**

**#18-104 INVOICE/REPORT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE THE CHILDREN & YOUTH SERVICES FY 2017/2018 FIRST QUARTER ACT 148 INVOICE REPORT WHICH WILL RESULT IN THE COUNTY RECEIVING \$4,092.75 IN IT GRANT FUNDS, \$1,458 IN SPECIAL GRANT FUNDS, \$19,687.46 IN TITLE IV-E AA FUNDS, \$427.88 IN MEDICAID FUNDS, AND \$20,058 IN TANF FUNDS.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CORRECTIONAL FACILITY:**

**#18-105 RADIO MAINTENANCE:**

A COMMUNICATION WAS RECEIVED FROM THE CORRECTIONAL FACILITY ENCLOSING A PROPOSAL FROM RADIO MAINTENANCE INCORPORATED (RMI), READING, PENNSYLVANIA FOR THE PURCHASE OF REPLACEMENT RADIOS AT THE CARBON COUNTY CORRECTIONAL FACILITY (CCCF) AT STATE CONTRACT PRICING FOR A TOTAL COST OF \$21,363.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PROPOSAL FROM RMI.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**FISCAL DATA:**

**#18-106 SIRIUS/RENEWAL:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY APPROVAL AND EXECUTION OF A ONE-YEAR HARDWARE & SOFTWARE MAINTENANCE RENEWAL AGREEMENT WITH SIRIUS COMPUTER SOLUTIONS, INCORPORATED, FOR 24X7 COVERAGE ON THE FOLLOWING:

IBM AS/400 COMPUTER SYSTEM SERVICE ELITE CONTRACT AH2MGF, EFFECTIVE 2/25/18

TOTAL COST: \$12,610.82

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**PLANNING & DEVELOPMENT:**

**#18-107 CDBG/MODIFICATION:**

MODIFICATION REQUEST #3 FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM CONTRACT #C000061823 FOR WEATHERLY BOROUGH WAS SUBMITTED AS FOLLOWS:

MOVE \$15,800 FROM STREET IMPROVEMENTS – LOWER TOWAMENSING TOWNSHIP TO WEATHERLY BOROUGH – FACILITIES/SENIOR CENTER FOR ADDITIONAL HVAC UNITS AND NEW ENTRY DOOR

MARCH 01, 2018

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE MODIFICATION REQUEST #3 TO CDBG CONTRACT #C000061823.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**UNION AGREEMENT:**

**#18-108 AFSCME/COURTS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE COUNTY AND COURT APPOINTED PROFESSIONAL EMPLOYEES BARGAINING UNIT, AFSCME, AFL-CIO DISTRICT COUNCIL 87, LOCAL 2483, FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2021.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**SOLICITOR'S REPORT:**

**AREA AGENCY ON AGING:**

**#18-109 ADRC AGREEMENT/LUZERNE/WYOMING:**

A PROFESSIONAL SERVICES AGREEMENT BETWEEN CARBON COUNTY AREA AGENCY ON AGING, LUZERNE/WYOMING COUNTIES AREA AGENCY ON AGING AND DISABILITY RESOURCE CENTER (ADRC) TO PARTNER TOGETHER TO PERFORM PERSON CENTERED COUNSELING, EFFECTIVE THE DATE OF EXECUTION.

CCAAA AS THE FIDUCIARY AGENT FOR THE ADRC PROGRAM OFFICE WILL PAY THE APPROVED PCC UNITS WITH ADRC FUNDING.

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

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

**CORRECTIONAL FACILITY:**

**#18-110 SAVIN PROGRAM:**

THE ANNUAL MAINTENANCE/SERVICE AGREEMENT BETWEEN THE PENNSYLVANIA DISTRICT ATTORNEY'S INSTITUTE AND CARBON COUNTY RELATIVE TO THE SAVIN PROGRAM (STATEWIDE AUTOMATED VICTIM INFORMATION AND NOTIFICATION SYSTEM) IN CARBON COUNTY FOR THE TERM JANUARY 1, 2018 TO DECEMBER 31, 2018, WAS SUBMITTED FOR BOARD ACTION.

THE PENNSYLVANIA COMMISSION ON CRIME & DELINQUENCY (PCCD) HAS DETERMINED THAT THE COUNTIES DO NOT HAVE TO PAY THEIR PORTION FOR 2018 (2017 COST WAS \$2,451.03).

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

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN YES

MARCH 01, 2018

**D&L PEDESTRIAN BRIDGE:**

**#18-111 CONSTRUCTION INSPECTION SERVICES:  
NAVARRO & WRIGHT/EXTENSION:**

A REQUEST WAS RECEIVED FROM NAVARRO & WRIGHT CONSULTING ENGINEERS, INCORPORATED, OF NEW CUMBERLAND, PENNSYLVANIA, TO EXTEND THE AGREEMENT WITH CARBON COUNTY FOR CONSTRUCTION INSPECTION SERVICES RELATIVE TO THE PEDESTRIAN BRIDGE PROJECT FROM MARCH 23, 2018 TO JULY 31, 2018.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE EXTENSION OF THE AGREEMENT WITH NAVARRO & WRIGHT TO JULY 31, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**MAGISTRATES/LANSFORD:**

**SNOW REMOVAL/AGREEMENT:**

**#18-112 STONEY LONESOME EXCAVATING:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND EXECUTE AN AGREEMENT BETWEEN CARBON COUNTY AND STONEY LONESOME EXCAVATING, 225 E. LUDLOW STREET, SUMMIT HILL, PENNSYLVANIA, FOR SNOW/ICE REMOVAL, ETC. AT THE LANSFORD MAGISTRATES OFFICE, FOR COMPENSATION AT \$100/INSTANCE.

THE AGREEMENT WILL BE EFFECTIVE FEBRUARY 20, 2018 AND CONTINUE IN FULL FORCE UNLESS CHANGES ARE DEEMED NECESSARY BY THE COUNTY.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**PARKS/RECREATION:**

**#18-113 BANNER REQUEST:**

A BANNER PERMIT REQUEST WAS SUBMITTED FOR THE FOLLOWING:

JIM THORPE INDEPENDENT FILM FESTIVAL, INC.  
2<sup>ND</sup> ANNUAL JIM THORPE INDEPENDENT FILM FESTIVAL, APRIL 12 – 15, 2018  
BANNER REQUEST: MARCH 30 TO APRIL 16, 2018

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

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER GERHARD GAVE A REPORT ON MAINTENANCE AND IMPROVEMENTS AROUND THE FACILITY LAST YEAR INCLUDING THE GATEWAY PROJECT, WORK OUTSIDE THE ANNEX IN PLANTING OF BULBS AND PERENNIALS. FUTURE WORK WILL INCLUDE THE CLEAN-UP OF PACKER HILL.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,



**MARCH 01, 2018**

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:47 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN