

**JULY 26, 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, SOLICITOR MISCAVIGE, AND SECRETARY III JENNIFER BOGER.

THE COUNTY CONTROLLER, COUNTY TREASURER, AND THE COURT ADMINISTRATOR 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. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD JULY 12, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	NOT VOTING*

\*DUE TO ABSENCE AT THE JULY 12<sup>TH</sup> MEETING

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD JULY 19, 2018.

BOARD POLLED:	O'GUREK	YES
	GERHARD	YES
	NOTHSTEIN	NOT VOTING*

\*DUE TO ABSENCE AT THE JULY 19<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 TRANSMITTAL DATED JULY 26, 2018.

BOARD POLLED: O'GUREK YES  
 GERHARD YES  
 NOTHSTEIN NOT VOTING\*

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**PAYROLL FUND CHECKING ACCOUNT:**

THE COUNTY ADMINISTRATOR NOTED THAT THERE ARE DIFFERENT CHECK NUMBER SERIES DUE TO THE IMPLEMENTATION OF THE NEW FINANCIAL ACCOUNTING SYSTEM SOFTWARE.

APPROVAL OF PAYROLL CHECK NUMBERS 70000 THROUGH 70084 AND DIRECT DEPOSIT CHECK NUMBERS 6000000 THROUGH 6000412 FOR THE NET PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$372,733.52 (PAYROLL DATED JULY 20, 2018).

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 NOT VOTING\*

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 200000 THROUGH 200083 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$ 116,913.35
RENTAL PROPERTY FUND	\$ 1,398.00
COUNTY PARKING FUND	\$ 3,369.38
LIQUID FUELS TAX FUND	\$ 2,138.64
AREA AGENCY ON AGING FUND	\$ 24,729.25
CHILDREN & YOUTH FUND	\$ 1,753.36
HUMAN SERVICE AGENCY FUND	\$ 122.00
DOMESTIC RELATIONS 4D FUND	\$ 745.12
WORKFORCE INVESTMENT ACT FUND	\$ 800.00
PARKS & RECREATION FUND	\$ 7,735.06
9-1-1 FUND	\$ 55,592.53
HAZ-MAT RESPONSE FUND	\$ 29.97
CENTRALIZED BOOKING FUND	\$ 17.00
VICTIM/WITNESS FUND	\$ 141.05
CDBG FUND	\$ 1,034.90
CAPITAL PROJECTS FUND	\$ 12,750.00
FRINGE BENEFIT PAYMENT FUND	\$ <u>730.85</u>

JULY 26, 2018

TOTAL: \$ 230,000.46

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	NOT VOTING*

\* COMMISSIONER O'GUREK VOTED YES WITH THE EXCEPTION OF BILLS FOR TIMES NEWS, BLUE RIDGE CABLE AND PENTELEDATA, TO WHICH HE ABSTAINED SINCE HE IS A PART-TIME EMPLOYEE OF THE TIMES NEWS.

**TREASURER'S REPORT:**

THE TREASURER ADVISED THAT THERE WAS NO REPORT FOR THE WEEK ENDING JULY 20, 2018 DUE TO THE IMPLEMENTATION OF THE NEW FINANCIAL SOFTWARE SYSTEM.

**PERSONNEL REPORT:**

**RESIGNATION:**

**SHAUNA R. SCHNELL**, TAMAQUA, PA – PART-TIME DISPATCHER TRAINEE, COMMUNICATIONS CENTER – EFFECTIVE JULY 25, 2018.

**PRISON BOARD APPOINTMENTS:**

**TRUDYANN BONSER**, LEHIGHTON, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**ZACHARY J. BORGER**, PARRYVILLE, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**EMILY R. HARTMAN**, LEHIGHTON, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**ALLY S. PARKER**, WEATHERLY, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**KELSEY L. RICHIE**, HAZLETON, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**TIFFANY A. STETTLER**, PALMERTON, PA – CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**ALISHA M. STELLING**, JIM THORPE, PA – PART-TIME CORRECTIONS OFFICER, CORRECTIONS – EFFECTIVE JULY 30, 2018.

**HIRE:**

**CALEB W. KNEPPER**, LANSFORD, PA – LIFEGUARD, PARKS – EFFECTIVE AUGUST 3, 2018.

**CHANGE OF STATUS:**

**DANIEL E. REIS**, LEHIGHTON, PA

FROM: SENIOR DISPATCHER, COMMUNICATIONS CENTER

TO: 911 OPERATOR, COMMUNICATIONS CENTER

EFFECTIVE: RETROACTIVE TO JULY 23, 2018

**LEAVE OF ABSENCE:**

**BUILDING & GROUNDS**

**SAMANTHA M. YURCHAK, NESQUEHONING, PA**

PART-TIME CLEANING PERSON

FROM: JULY 10, 2018

TO: NOVEMBER 7, 2018

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**SUSAN E. ZEIGLER**

SENATE AGING COMMITTEE: OLDER AMERICANS ACT ROUNDTABLE

NORRISTOWN, PA

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

**AREA AGENCY ON AGING**

**CONNIE LYNN**

**MARY ANN MARZEN**

RESOURCES FOR INTEGRATED CARE WEBINAR: PROMISING PRACTICES FOR MEETING THE BEHAVIORAL HEALTH NEEDS OF DUALY ELIGIBLE OLDER ADULTS

PALMERTON, PA

**MARY ANN MARZEN**

**CONNIE M. LYNN**

**DANYELLE M. NEIFERT**

**DEENA L. FITAL**

**SUSAN E. ZEIGLER**

LEGAL SKILLS – UNDERSTANDING LEGAL CAPACITY & ETHICS WEBINAR

PALMERTON, PA

**CORRECTIONS**

**FRANK A. SHUBECK**

NRA LAW ENFORCEMENT FIREARM INSTRUCTOR DEVELOPMENT SCHOOL

BETHLEHEM, PA

COST: CONFERENCE FEE \$705, MEALS

**DISTRICT ATTORNEY**

**TIMOTHY L. NOTHSTEIN**

**JOAN M. O'DONNELL**

PA EXTRADITION & INTERSTATE RENDITION SYMPOSIUM

HARRISBURG, PA

COST: CONFERENCE FEE \$60 PER PERSON

**GEOGRAPHIC INFORMATION SYSTEMS**

**JASON P. SHELLHAMMER**

BELTZVILLE LAKE AND FRANCIS E. WALTER DAM TABLETOP EMERGENCY ACTION EXERCISE

NESQUEHONING, PA

JULY 26, 2018

**PUBLIC DEFENDER**

**GREGORY L. MOUSSEAU**

“WHAT’S YOUR STORY?” WINNING DEFENDERS’ TRIAL SKILLS

BETHLEHEM, PA

COST: CONFERENCE FEE \$325

**VARIOUS DEPARTMENTS**

**DAVID H. HORVATH - PARKS**

**DAVID J. BODNAR, JR. - PLANNING & DEVELOPMENT**

**JASON M. SKRIMCOVSKY – PLANNING & DEVELOPMENT**

**JENNIFER L. HUNSICKER – PLANNING & DEVELOPMENT**

**KATHY A. REIGEL – PLANNING & DEVELOPMENT**

EAGLEVIEW CONNECT EXPLORER TRAINING

JIM THORPE, PA

MOTION BY MR. GERHARD, SECONDED BY MR. O’GUREK, TO ACCEPT THE PERSONNEL REPORT DATED JULY 26, 2018.

BOARD POLLED: O’GUREK	YES
GERHARD	YES
NOTHSTEIN	NOT VOTING*

**CORRESPONDENCE:**

THE BRIDGE CREW REPORTS FOR THE WEEK ENDING JULY 13, 2018 WERE SUBMITTED BY JENNIFER BOGER, SECRETARY III.

CORRESPONDENCE WAS RECEIVED BY DEP OFFERING GRANTS TO FARMERS AND SMALL BUSINESSES FOR POLLUTION PREVENTION, ENERGY EFFICIENCY AND NATURAL RESOURCE PROTECTION PROJECTS.

**ADVERTISING REQUEST:**

**#18-325 ORDINANCE #18-03/BRIDGE #12:**

MOTION BY MR. GERHARD, SECONDED BY MR. O’GUREK, TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE #18-03 RELATIVE TO THE CARBON COUNTY BRIDGE #12 REPLACEMENT PROJECT.

BOARD POLLED: O’GUREK	YES
GERHARD	YES
NOTHSTEIN	NOT VOTING*

\* COMMISSIONER O’GUREK STATED, “I ABSTAINED FROM VOTING BECAUSE I AM A PART-TIME EMPLOYEE OF THE TIMES NEWS WHICH MAY REPRESENT A CONFLICT OF INTEREST, BUT WOULD LIKE THE MINUTES TO REFLECT THAT THE MOTION DOES NOT SPECIFY WHAT PUBLICATION WE WOULD BE ADVERTISING IN BY THIS MOTION.”

**D & L CONNECTIVITY PROJECT:**

**#18-326 ENGINEERING SERVICES:**

A PROPOSAL, IN THE AMOUNT OF \$53,800 PLUS EXPENSES, WAS RECEIVED FROM HANOVER ENGINEERING OF ALLENTOWN PENNSYLVANIA, FOR PROFESSIONAL SERVICES RELATING TO THE DESIGN OF THE CONNECTOR TRAIL THROUGH THE COUNTY MAIN PARKING LOT. THIS IS A TRANSPORTATION ALTERNATIVES SET ASIDE (TASA) PROJECT.

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ACCEPT THE PROPOSAL FROM HANOVER ENGINEERING AS SUBMITTED.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**HUMAN SERVICES:**

**#18-327 TEFAP/3RD QUARTER:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO RATIFY EXECUTION OF THE 2017-2018 THIRD QUARTER INVENTORY PARTICIPATION REPORT AND INVOICE EXPENSE REIMBURSEMENT REQUEST FOR THE CARBON COUNTY TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP).

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**PLANNING & DEVELOPMENT:**

**#18-328 CDBG/2018 PLANS:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT AND AUTHORIZE EXECUTION OF THE ANNUAL REVIEW OF THE RESIDENTIAL ANTI-DISPLACEMENT & RELOCATION ASSISTANCE PLAN AND THE FOUR FACTOR ANALYSIS AND LIMITED ENGLISH PROFICIENCY PLAN AS REQUIRED FOR THE FY2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**SERVICE AGREEMENT:**

**#18-329 EDWARDS BUSINESS/TREASURER:**

A MAINTENANCE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS, BETHLEHEM, PENNSYLVANIA, FOR A NEW KONICA BIZHUB 4750E TABLETOP COPIER LOCATED IN THE TREASURER'S OFFICE WAS SUBMITTED FOR BOARD ACTION.

THE COST WILL BE BILLED QUARTERLY AT \$.015/COPY WHICH INCLUDES TONER, PARTS AND LABOR AND WILL REMAIN FIXED FOR THREE (3) YEARS, JULY 17, 2018 THROUGH JULY 17, 2021.

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

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**SOLICITOR'S REPORT:**

**LIQUID FUELS/ BRIDGE #12:**

**#18-330 REIMBURSEMENT AGREEMENT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO APPROVE AND AUTHORIZE EXECUTION OF A REIMBURSEMENT AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION ALONG WITH EXHIBITS L & M, TITLE VI ASSURANCES AND DSP 7 ACKNOWLEDGEMENT FORMS FOR DESIGN COST RELATIVE TO THE CARBON COUNTY BRIDGE #12, T-516, NORTH OLD STAGE ROAD, PENN

JULY 26, 2018

FOREST TOWNSHIP. FUNDING: 80% FEDERAL (\$252,000.00), 15% STATE (\$47,250.00), 5% LOCAL (COUNTY) (\$15,750.00) - TOTAL COST \$315,000.

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**#18-331 RESOLUTION :**  
**BRIDGE #12 /PROJECT:**

MOTION BY MR. GERHARD, SECONDED BY MR. O'GUREK, TO ADOPT THE FOLLOWING RESOLUTION AUTHORIZING THE SIGNATORY OF AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE CARBON COUNTY BRIDGE #12 PROJECT:

**COUNTY OF CARBON, PENNSYLVANIA**  
**RESOLUTION NO. 18-027**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CARBON COUNTY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE CARBON COUNTY BRIDGE #12 PROJECT.

**BE IT RESOLVED**, THAT THE COUNTY OF CARBON HEREBY APPROVES ENTERING INTO AN AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE CARBON COUNTY BRIDGE #12 PROJECT.

**BE IT FURTHER RESOLVED**, THAT THE COUNTY OF CARBON DOES HEREBY AUTHORIZE THE CHAIRMAN OF THE BOARD OF COMMISSIONERS TO SIGN AND THE CHIEF CLERK TO ATTEST, ON BEHALF OF THE COUNTY OF CARBON, REIMBURSEMENT AGREEMENT #R18050006 AND ANY SUPPLEMENTS BETWEEN THE COUNTY OF CARBON AND THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION AND HAVE SAME DELIVERED TO THE COMMONWEALTH OF PENNSYLVANIA.

IN WITNESS WHEREOF, THE COUNTY OF CARBON HAS ADOPTED THIS RESOLUTION IN LAWFUL SESSION ON THIS 26 DAY OF JULY, 2018.

**CARBON COUNTY BOARD OF COMMISSIONERS**

/S/ WAYNE E. NOTHSTEIN, CHAIRMAN  
/S/ TOM J. GERHARD, VICE CHAIRMAN  
/S/ WILLIAM J. OGUREK, BOARD MEMBER

**ATTEST:**

/S/ ELOISE K. AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**PARKS/JOSIAH WHITE:**

**#18-332 ACTIVITIES AGREEMENT/GAZEBO:**

A SPECIAL ACTIVITIES AGREEMENT FOR THE USE OF THE JOSIAH WHITE PARK, ALONG WITH REQUEST FOR GAZEBO, WAS SUBMITTED FOR THE FOLLOWING:

NEW ENGLAND VALLEY MENNONITE CHURCH, TAMAQUA, PA  
STREET MEETING (A CAPPELLA SINGING/BIBLE TEACHING)  
JULY 28 & SEPTEMBER 29, 2018

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

BOARD POLLED: O'GUREK YES  
GERHARD YES  
NOTHSTEIN NOT VOTING\*

**CORRECTIONAL FACILITY:**

**#18-333 AGREEMENT/SHERRY DENTAL:**

THE SOLICITOR PRESENTED AN AGREEMENT WITH SHERRY DENTAL, LEHIGHTON, PENNSYLVANIA, TO PROVIDE INMATE DENTAL SERVICES AT THE CARBON COUNTY CORRECTIONAL FACILITY (CCCF).

THE TERM OF THE AGREEMENT IS JULY 1, 2018 THROUGH JUNE 30, 2019 AND WILL EXTEND AUTOMATICALLY FOR SUCCESSIVE ONE-YEAR TERMS. COSTS WILL BE AT CURRENT RATE PER PROCEDURE.

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 NOT VOTING\*

**COMMISSIONERS' REPORTS:**

COMMISSIONER O'GUREK NOTED THAT THIS WEEK THE COMMISSIONERS HAD A DISCUSSION WITH THE MEMBERS OF OFFICE OF PLANNING & DEVELOPMENT REGARDING THE AFFORDABLE HOUSING PROGRAM IN CARBON COUNTY, WHICH IS A HOUSING REHAB PROGRAM FOR THOSE WHO MEET THE INCOME GUIDELINES. AS OF TODAY, THERE IS \$338,000 IN THAT ACCOUNT AND EACH APPLICANT IS ENTITLED TO \$12,000 UNDER THE GUIDELINES OF THAT PROGRAM.

WE TALKED ABOUT THE POTENTIAL OF HELPING AS MANY AS 25 TO 30 PROPERTY OWNERS UPGRADE THEIR HOUSE AND WOULD LIKE TO SEE THE PROGRAM MOVE FORWARD, BUT THERE SEEMS THERE MAY BE A SHORTAGE OF CONTRACTORS IN THE VARIOUS TRADES. CONTRACTORS INTERESTED SHOULD CONTACT THE OFFICE OF PLANNING & DEVELOPMENT IN ORDER TO BID ON THOSE PROJECTS.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:44 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN