

AGENDA
WEDNESDAY, OCTOBER 19, 2016, 9:00 A.M.
PIKE COUNTY ADMINISTRATION BUILDING

1. Call to Order.
2. Pledge of Allegiance.

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

PRESENTATION OF RETIREMENT PLAQUE TO CHRISTINE KERSTETTER.

Motion to recess the Commissioners' Meeting to hold a Retirement Board Meeting.
Retirement Board Meeting
Motion to reconvene Commissioners' Meeting.

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1. Approve October 19, 2016 Agenda.
 2. Approve October 5, 2016 Commissioners' Meeting Minutes.
 3. Approve October 5 and 13, 2016 Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)** **\$205,423.43**
 5. Approve payment from **PC EMPLOYEES' HEALTH INS. FUND** **\$128,092.46**
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PERSONNEL

1. Motion to acknowledge receipt of a letter from Judge Joseph Kameen advising that he has hired **ROBERTA FIELDS** and **ERIC RUDEL**, as full time Law Clerks for the Courts, for a 37 ½ hour work week, effective October 24, 2016, with benefits after 90 days. These are replacement positions.
2. Motion to acknowledge receipt of a letter from Judge Joseph Kameen advising that he has promoted **KIM WALKER** from Legal Secretary to the newly created Case Manager position in the Adult Probation Department, effective October 24, 2016.
3. Motion to acknowledge receipt of a letter from Sharon Schroeder, Recorder of Deeds/Register of Wills, advising that she has hired **ANGELA LUCKEY**, as a full time Clerk in the Recorder of Deeds/Register of Wills Office, for a 37 ½ hour work week, effective October 31, 2016, with benefits after 90 days. This is a replacement position.
4. Motion to hire **PAMELA CAPPS**, as a part time Site Manager I for the Area Agency on Aging Office, for less than 1000 hours, effective October 12, 2016, with no benefits. This is a replacement position.
5. Motion to promote **ANN MATOVICH** and **KERRY REIDER** from Aging Care Manager I to Aging Care Manager II in the Area Agency on Aging Office, effective October 24, 2016, due to the satisfactory completion of their probationary period.

Motion to recess the Commissioners' Meeting to hold a Salary Board Meeting.

SALARY BOARD

1. Motion to convene Salary Board.
2. Motion to approve the October 5, 2016 (1) and (2), 2016 Salary Board Minutes.
3. Motion to set the annual pay of **ROBERTA FIELDS** and **ERIC RUDEL**, at \$32,500, as full time Law Clerks for the Courts, for a 37 ½ hour work week, effective October 24, 2016, with benefits after 90 days. These are replacement positions.
4. Motion to create a Case Manager position in the Adult Probation Department at \$12.00 per hour, for a 37 ½ hour work week, effective October 24, 2016. This position will be filled by **KIM WALKER** as per a letter from Judge Joseph Kameen.
5. Motion to set the pay of **ANGELA LUCKEY**, at \$10.00 per hour, as a full time Clerk in the Recorder of Deeds/Register of Wills Office, for a 37 ½ hour work week, effective October 31, 2016, with benefits after 90 days. This is a replacement position.

6. Motion to set the pay of **PAMELA CAPPS**, at \$10.00 per hour, as a part time Site Manager I for the Area Agency on Aging, for less than 1000 hours, effective October 12, 2016, with no benefits. This is a replacement position.
7. Motion to increase the annual pay of **ANN MATOVICH** and **KERRY REIDER** by \$500 due to their promotion from Aging Care Manager I to Aging Care Manager II in the Area Agency on Aging Office, effective October 24, 2016.
8. Motion to increase the hourly rate of **KRISTIN FEHR**, Dispatcher for the Communication Center, to \$19.75 due to her completion of the next step level for dispatchers, effective October 24, 2016.

Motion to adjourn Salary Board.

Motion to reconvene the Commissioners' Meeting.

OLD BUSINESS

1. Motion to award the bids for the purchase of groceries and frozen foods for the Correctional Facility as follows: Benjamin Foods - \$52,299.71; Karetas Foods - \$48,795.40; Mivila Foods - \$35,394.34; Bernard Foods - \$12,183.32; and Sysco Central, PA - \$9,531.13.
2. Motion to award the bid for the 2016-17 winter snow plowing and ice control of County Roads to Lattimore Construction as follows: Brooks, Stone Quarry and Tower Roads - \$758.43 per application for plowing and sanding - \$320.22 per application for sanding only; Old Owego Turnpike and Raymond Skill Road - \$393.26 per application for plowing and sanding - \$219.10 per application for sanding only.

NEW BUSINESS

1. Motion to advertise for bids for the purchase of fresh bread and baked goods for the Correctional Facility.
2. Motion to authorize the Chairman to execute Change Order #2 between Joyce Electric and the County of Pike, for the Courthouse Addition for the relocation of proposed dosing tank electrical service and installation of steel bollards, for an additional \$1,225.66.
3. Motion to execute the Contract for Professional Services between Linda Steier and the County of Pike, on behalf of the Area Agency on Aging, for dietitian services.
4. Motion to authorize the Chairman to execute the Bi-annual System Checkup Renewal between Peak Power Systems and the County of Pike, on behalf of the Communications Center for the generator at the Greeneville Tower.
5. Motion to authorize the Chairman to execute the Forensic Pathology Associates/Health Network Laboratories Proposal for forensic autopsy services and associates fees for 2017, on behalf of the Coroner's Office.
6. Motion to execute the Contract Documents between Atlantic, Tomorrow's Office and the County of Pike, for copiers, subject to Solicitor's final review.
7. Motion to authorize the Chairman to execute the Housing Rehabilitation Lien, on behalf of the Human Development Office.
8. Motion to authorize the Chairman to execute the Contract Extension Request Letter for the CDBG Matamoras Borough Emergency Generator Project.

MISCELLANEOUS

- PA Department of Health Drive-Thru Flu Clinic – October 29, between 10 a.m. to 2 p.m. at the Westfall Fire Department.
- Timothy Knapp – EMA Coordinator – Update.

PRESS & PUBLIC COMMENTS/QUESTIONS

ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, NOVEMBER 2, 2016, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.