

Wednesday, October 19, 2016

The second regular meeting of October 2016 of the Pike County Commissioners was called to order by Commissioner Osterberg at 9:00 a.m. at the Pike County Administration Building, followed by the "Pledge of Allegiance" to the flag.

PRESENT: Commissioners Osterberg, Caridi and Guccini; Chief Clerk Orben; Solicitor Farley.

PRESENTATION OF RETIREMENT PLAQUE TO CHRISTINE KERSTETTER, HUMAN DEVELOPMENT/TRANSPORTATION DIRECTOR.

Public Comments/Questions concerning today's agenda.

Motion: by Commissioner Caridi and seconded by Commissioner Guccini, to recess the Commissioners' Meeting to hold a Retirement Board Meeting.

Vote: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

A RETIREMENT BOARD MEETING WAS HELD.

Motion: by Commissioner Caridi and seconded by Commissioner Guccini, to reconvene the Commissioners' Meeting.

Vote: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to approve the October 19, 2016 Agenda.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to approve the October 5, 2016 Commissioners' Meeting Minutes.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to approve the October 5 and 13, 2016 Commissioners' Conference Minutes.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to approve payment from **GENERAL FUND (County Bills)**, in the amount of \$205,423.43, subject to further review.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to approve payment from **PC EMPLOYEES' HEALTH INS. FUND**, in the amount of \$128,092.46, subject to further review.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

PERSONNEL:

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

Motion: by Commissioner Caridi and seconded by Commissioner Guccini, to recess the Commissioners' Meeting to hold a Salary Board Meeting.

Vote: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

A SALARY BOARD MEETING WAS HELD.

Motion: by Commissioner Caridi and seconded by Commissioner Guccini, to reconvene the Commissioners' Meeting.

Vote: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

OLD BUSINESS:

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

NEW BUSINESS:

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to advertise for bids for the purchase of fresh bread and baked goods for the Correctional Facility.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, 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.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to execute the Contract Documents between Atlantic, Tomorrow's Office and the County of Pike, for copiers, subject to Solicitor's final review. Solicitor Farley stated that all changes requested were in the form of addendums.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to authorize the Chairman to execute the Housing Rehabilitation Lien, on behalf of the Human Development Office.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Caridi and seconded by Commissioner Guccini, to authorize the Chairman to execute the Contract Extension Request Letter for the CDBG Matamoras Borough Emergency Generator Project.

VOTE: Commissioners Osterberg, Caridi and Guccini voted 'aye'. Motion carried.

MISCELLANEOUS:

- PA Department of Health Drive-Thru Flu Clinic – October 29, between 10 a.m. to 2 p.m. at the Westfall Fire Department. Commissioner Osterberg explained that this was being conducted as a test in case of an emergency situation.
- Christine Kerstetter announced that the Pike County Toys for Tots Program will be coordinated by Erica in conjunction with the Marines. Contact number for Erica for Delaware Valley students is 570-604-7044. The deadline to have your name placed on the list is December 1st. Wallenpaupack Area contact number is for Sherry at the Wayne County site which is 570-253-0711.
- Karen from Atlantic, Tomorrow's Office, explained that Atlantic did an assessment for the County regarding the copier licenses and printer systems. The goal was to save the County money and provide a better solution in the way of new multifunctional digital devices throughout the County. They are

replacing the Xerox copiers with Ricoh products which are the #1 products in the industry. Moving forward they will be able to consolidate more pieces of equipment into the multifunctional devices decreasing the cost for the County as a whole, plus increasing the quality and quantity of work. She thanked the Commissioners and also explained that they will provide quarterly reports to the Commissioners. The County hopes to save approximately \$90,000 over the course of 5 years.

- Timothy Knapp, EMA Coordinator, clarified that the PA Department of Health contacted him to run a drill to check their ability to act in a quick instance if they had to with all their activation and notification processes. It was decided to use the Westfall Fire Department. Individuals will be able to drive through the building, get paperwork and then get a flu shot, and drive away. There will be 250 vaccinations which are free of charge. This has been in the works for two years and grant funding has finally become available.

Mr. Knapp gave an update of all the programs being offered at the Training Center. This year there have been 5,962 people for 269 different events, whether it be meetings or training sessions. Commissioner Caridi explained that these numbers help validate the decision to spend taxpayer money to build the Training Center to make sure the community is safe. It is being used almost 7 days a week.

Also, a new emergency notification system is being used called "Code Red", which was purchased through the Northeast Terrorism Task Force. It contains many more benefits as compared to the one used in the past. It will take geographical areas and notify just those residents. There are already 34,000 people on the database on this system that can be notified. If you are on the old system you will automatically be registered on the new system, but he recommends that you sign up for the new system as there are new features that are offered.

Earlier this month the National Certification Testing was completed for the year. For the past two years, Firefighter I National Testing has been done, but this year Firefighter II was added. Mr. Knapp said that another 28 people were graduated through the National Certification Process for Fire I and 15 people were graduated through the Fire II process. Over the last three years, a total of 140 people have been graduated through the National Certification process at the Training Center. This training is important to fire companies also because federal and state grants are given by the amount of individuals that are graduated.

Mr. Knapp announced that an agreement was made with Pocono Medical Center where they will be the liaison for all the County's medical training. The first class will be held on October 20th with Pocono Medical Center taking the lead. This has been a three year long process to have a medical facility come to the Training Center on a regular basis for medical training.

Commissioner Osterberg noted that there was contact by the Pike Autism Group because there is a need for emergency responders to understand how to respond to an autistic child or adult and through the Autism Group they are going to organize a special medical training for emergency responders.

There is also an Emergency Responder Club in all three school districts. The program is going very well. They offer training for the younger group and they also work with students graduating from the school districts and place them into live in programs across the state while they go to college. There was also the first ever dive training drill hosted by Pike County at the East Stroudsburg North School District pool. This spring there will be two separate rescue dive classes. Tours of the Training Center are also available.

- Jill Gamboni announced that November 10 another Reality Tour will be held at the Milford Bible Church from 6-9 p.m. She stated that the October 13 Reality Tour had 54 individuals who participated.
- Commissioner Caridi announced that on October 20 between 10 and 12 p.m. Wayne Hospital Department of Health will be giving out flu shots at the Area Agency on Aging in Lords Valley.

PRESS AND 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.