

**Wednesday, November 15, 2017**

The second regular meeting of November 2017 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. Thanksgiving prayer was offered by Pastor Leonard Gilpin of the Hope Evangelical Free Church, Matamoras.

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

**NOT PRESENT:** Commissioner Caridi.

*Public Comments/Questions concerning today's agenda.*

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

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

**A RETIREMENT BOARD MEETING WAS HELD.**

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the November 15, 2017 Agenda.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the November 1, 2017 Commissioners' Meeting Minutes.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the November 1, 7 and 9, 2017 Commissioners' Conference Minutes.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve payment from **GENERAL FUND (County Bills)**, in the amount of **\$226,340.08**, subject to further review.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve payment from **SRCP BOND FUND 2012C (Reimb. Exp.)** in the amount of **\$5,930.00**.

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

**PERSONNEL:**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **LAUREN VELEZ** as a full time Food Production Supervisor at the Correctional Facility, for a 40 hour work week, effective November 13, 2017, with benefits after 90 days. This is a replacement position.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval the following individuals as full time Correctional Officers at the Correctional Facility, for a 40 hour work week, effective November 27, 2017, with benefits after 90 days: **JOSHUA CALHOUN, ROSSANA JAMES, GEORGE JONES, NICOLE QUARANTA and KATHLEEN SIC.**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **NINA BREUER**, as a part time temporary Intern at the Correctional Facility for 120 hours, effective January 8, 2018, with no benefits. This is a temporary position.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has promoted, with Prison Board approval, **THOMAS CONWAY**, from Correctional Officer to Sergeant at the Correctional Facility, effective November 27, 2017, with continued benefits. This is a replacement position.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to hire **JILLIAN FEESE** as a full time Caseworker for Children & Youth Services, for a 40 hour work week, effective December 4, 2017, subject to receipt of all clearances, with benefits after 90 days. This is a replacement position.

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

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

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

**A SALARY BOARD MEETING WAS HELD.**

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

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

**OLD BUSINESS: None.**

**NEW BUSINESS:**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-20, Authorizing the Filing of an Application for FFY 2017 PA Community Development Block Grant Entitlement Program Funds.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-21, Fair Housing Resolution.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-22, Establishing Goals for Minimum MBE and WBE Participation.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-23, Designating a Fair Housing Officer and a Fair Housing Complaint Procedure.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-24, Approving the 3 Year Plan for CDBG FFY 2017.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 17-25, Appointing a Section 504 Officer.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the 2017 Community Development Block Grant (CDBG) Application.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the CDBG Monitoring Activity Progress Report.

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

Marvin Brotter, CDBG Consultant, explained that all the resolutions approved above are in preparation for submission of the application to DCED which is due December 8. Normally, the resolutions are adopted at the time of the second public hearing, which was already held, but the forms were not yet available from the State. The second hearing announced what the Commissioners intend to do with this year's Community Development Block Grant funds which is for additional single family owner occupied housing rehabilitation. This is a follow up to the second public hearing. The MAPR form is a monitoring form indicating the progress of activities required every three months to DCED. The Fair Housing Resolution and Officer is a commitment by the Commissioners to deal with any issues of discrimination in terms of housing, rental policies, etc. The Section 504 Plan resolution deals with discrimination in terms of disabilities, hiring practices and access to County buildings. The 3-Year Plan is a requirement to look ahead three years every time you file an application. At this point, the plans are for housing rehabilitation because there are no municipalities that are 51% or more low or moderate income, although the money is available to municipalities for projects that would serve small areas that would benefit low/moderate income people, for example, paving a road where than 51% of the people on that road are low/moderate income. It is also available to public service agencies if it is going to benefit low/moderate income people or certain protective classes which are presumed low/moderate, such as senior citizen projects are considered a protective class that would qualify. Letters were submitted to communities and agencies seeking projects to be considered, with no responses received, so the County proceeded the housing rehabilitation for this year's funding. The funding this year is \$244,775, and of that approximately \$30,000 is administrative costs and the rest is for rehabilitation.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to reappoint John Sivick as Public Director on the Pike County Conservation District Board for a four year term ending December 31, 2021.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute Change Order No. GC24 between Mar-Paul and the County of Pike, for an additional \$21,146.90, for a cell door controller, relating to the Courthouse Addition project.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Non-Binding Letter of Intent between the State Correctional Institution at Waymart and the County of Pike, for the emergency evacuation of inmates to the Pike County Correctional Facility, as recommended by the Prison Board.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Agreement between Vector Security and the County of Pike, on behalf of the Correctional Facility, as recommended by the Prison Board.

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

## MISCELLANEOUS

Chris Barrett and Keith Williams, Pocono Mountains Visitors Bureau, gave a brief overview of the 90 day PMVB Report which they distributed. They have released their media buying firm for a savings of \$800,000 which will be put back into advertising going forward. They will also be placing their own media directly which would mean better rates for them and with those savings can open up new markets. They are taking more of their work in house by placing all digital applications which saves another 25% in fees. They are currently re-evaluating the Pocono Mountains brand and will continue to use it but will drop the "Free You" piece of that brand. They are using more "Pocono or Poconos" instead. They will be doing 90 second TV spots which will give a lot more time to tell a story to show their products. They will be shooting in Milford as a small towns and villages piece, including retail places and lodging. The PMVB will continue to develop social media tools and online maps. They continue to advocate for State tourism funding, as most of the funding went to Philadelphia/Pittsburgh. The Pike County Supplemental Marketing Plan was delivered to the Hotel Tax Board, who asked the PMVB to put together a 4-year plan. One of things they have been discussing is bringing back a 4 County Wide Destination Guide, since they are doing an online component it is important to have a printed component as well so they can be sent out to guests before they visit the destination. It would have a map that is very similar to the online map. They have hired an advocacy firm, Milliron & Goodman of Harrisburg. The state proposed a 5% increase in hotel tax which would have been devastating to the industry. If that tax would have gone through, Philadelphia and Pittsburgh would have had the highest hotel taxes in the country. It would have really stunted growth in conventions which is huge in both cities. The PMVB thought it was very important to have someone advocating for the industry because now we are the third or fourth largest destination in the state. They spoke about funding the Visitors' Center in Pike County and how important it is in this part of the County. Their future plan in 2018 is to establish a fund of about \$75,000 to stimulate additional events and tourism products to attract out market guests, for example, festivals, fireworks, etc. This would be a separate fund from the hotel tax with an application and approval process. Commissioner Osterberg made the public aware that the Visitors Center is being proposed for the Milford Community House, which is a non-profit group that owns the building. Commissioner Osterberg is the Chairman of that organization, and he believes this is a great partnership between PMVB and the Milford Community House Association, along with the Chamber and the Economic Development, it has been something that has been lacking in Pike County and he believes that this will add even more to people visiting. This is not just the Visitors Center to highlight Milford or this region, this will highlight the entire County, so that when people come to this part of the County, that there are other parts of the County, not just Milford, but Lake Wallenpaupack, Lackawaxen, Lehman, etc. There was a meeting to discuss what this is going to look like. It will be something that promotes the entire region, and not just exclusively Milford. That building was donated by the Pinchot family in 1921 to the Milford Community House Board. Some of the covenants in the deeds require that, once the library left, it needs to be used for community purposes, and this is a great community purpose. Even the Pinchots did not see this as being the community, but they meant globally the County is the community. The Chamber will be moving there as tenants and operating the building for certain purposes. Half of the building will be used for the Community House and half would be used for Economic Development, the Chamber, the United Way and Pike Autism Services which are all together now. The entire first floor would be the Visitors Center because the Chamber and the EDA run a Visitors Center now in their building on Harford Street. There is some discussion to go into partnerships with the Park Service and the Forest Service for the Community House. The lawns would be used for different purposes to enhance the Visitors Centers. This would also be open on the weekends to give visitors knowledge of the area. Last year the Milford Community House Board spent \$300,000 on the exterior of the building. They have now received a \$200,000 LSA grant and are in the process of doing the interior which should be complete by February/March 2018. Hopefully by that time the Chamber and the EDA will be in the building. As they are working through the renovation they will be discussing with the PMVB about what the interior will look like as a Visitors Center and what they envision with displays, photographs, etc. They also plan to put in some additional parking. Commissioner Guccini thanked Mr. Barrett and Mr. Williams for communicating with the Commissioners, all the Counties involved and trying to do some innovating projects, such as the separate funds for local festivals, etc. That has been a topic of discussion with the Hotel Tax Board that festivals can be really good at drawing people to the area. Mr. Barrett answered the question regarding other visitors centers, by stating that they operate the Stroudsburg, Lake Wallenpaupack and Jim Thorpe Visitors' Centers. People generally prefer to speak to real people at the visitors centers. The Matamoras Visitors Center is run by the state and not PMVB, although they do have a display there. Commissioner Osterberg said that these types of visitors centers will bring people off the highway and visit the small towns.

Robin LoDolce, Area Agency on Aging Director representing the Elder Justice Committee, reviewed the flyer "Home for the Holidays" which was distributed provided by the National Center for Elder Abuse. The holidays is a time when a lot of families get back together after not seeing each other for a while. They are being asked to pay attention to things that they may see now that they have not noticed before. Is the refrigerator full of food, are the medicine bottles empty and not refilled, is there a new person hanging around that you don't know, is their bank account empty, etc. She recognized Jill Gamboni and Krista Fuchs who were in attendance and on the Elder Abuse Task Force. The Task Force is a make up of legislators, Mike Peifer, Rosemary Brown, Senator Baker, home care agencies and all the financial institutions in the County are also represented. There are also people from the Protective Services Team represented, and all working together to educate and prevent these events, including sexual abuse which is on the rise.

Robin LoDolce also announced that the Alzheimer's Whisperer will be held at Belle Reve, November 15<sup>th</sup> at 5:30 p.m. They do ask for an RSVP as it is a renowned speaker who will be presenting a forum on Alzheimer and she recommends anyone in the area to participate and it is also free of charge.

Penn State Extension –November 15-December 7, 2017 Events.

## PRESS AND PUBLIC COMMENTS/QUESTIONS

**ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, DECEMBER 6, 2017, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.**