

AGENDA
WEDNESDAY, DECEMBER 5, 2012, 9:00 A.M.
PIKE COUNTY ADMINISTRATION BUILDING

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

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

Delaware Valley "Honors Math/Science Program" proposals for the development of the Santos farm land.

-
1. Approve December 3, 2012 Agenda.
 2. Approve November 21, 2012 Commissioners' Meeting Minutes.
 3. Approve November 21, 27 and 28, and December 3, 2012 Conference Minutes.
 4. Approve payment of **COUNTY BILLS**..... \$219,656.04
 5. Approve payment from **ACT 8 FUND(Milford Computer)**\$50,000.00
 6. Approve payment from **ACT 8 FUND (ESRI-ARCGIS)**.....\$10,800.00
 7. Approve payment from **LIQUID FUELS (Lattimore-plow)**..... \$1,870.00
 8. Approve payment from **PC EMPLOYEE HEALTH INS. FUND**.....\$59,992.97
-

PERSONNEL

1. Motion to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **STEVEN VOCHT**, as a full time Food Production Supervisor at the Correctional Facility, effective November 26, 2012, for a 40 hour work week, with benefits after 90 days. This is a replacement position.
2. Motion to acknowledge receipt of a letter from Warden Craig Lowe, advising that he has, with Prison Board approval, hired the following individuals as full time Correctional Officers at the Correctional Facility, effective December 10, 2012, for a 40 work week, with benefits after 90 days: **STEVEN GEIGER, MARTIN DAVIS, EDWARD COWAN, ASHLEY FERNANDEZ, GASPARE VETRANO and JAYMIE PEW.**
3. Motion to acknowledge receipt of a letter from Warden Craig Lowe advising that he has, with Prison Board approval, promoted **JILL HAMELBERG** to Administrative Secretary at the Correctional Facility, effective November 26, 2012. The Salary Board will be changing her title from Administrative Clerk to Administrative Secretary.
4. Motion to promote **JESSICA GROHMANN** to Assistant Director of the Community Planning Office, effective December 10, 2012. This is a replacement position.

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 November 21, 2012 Salary Board Minutes.
3. Motion to set the pay of **STEVEN VOCHT**, at \$11.50 per hour, as a full time Food Production Supervisor at the Correctional Facility, effective November 26, 2012, for a 40 hour work week, with benefits after 90 days. This is a replacement position.
4. Motion to set the pay of the following individuals, at \$11.50 per hour, in accordance with union contract, as full time Correctional Officers at the Correctional Facility, effective December 10, 2012, for a 40 work week, with benefits after 90 days: **STEVEN GEIGER, MARTIN DAVIS, EDWARD COWAN, ASHLEY FERNANDEZ, GASPARE VETRANO and JAYMIE PEW.**
5. Motion to change the Administrative Clerk position to Administrative Secretary position at the Correctional Facility, effective November 26, 2012, which is held by **JILL HAMELBERG**, and to increase her hourly rate to \$12.50 due to this promotion.
6. Motion to increase the annual pay of **JESSICA GROHMANN** to \$40,726 due to her promotion to Assistant Director of the Community Planning Office, effective December 10, 2012. This is a replacement position.

7. Motion to adjourn Salary Board.

Motion to reconvene Commissioners' Meeting.

OLD BUSINESS

1. Motion to open bids received for the purchase of fresh bread and baked goods for the Correctional Facility.

NEW BUSINESS

1. Motion to advertise and present for public review the Pike County 2013 budget which will be adopted at the Commissioners' Conference on December 27, 2012.

2. Motion to execute the Meals on Wheels Agreement between the Pike County Commissioners on behalf of the Area Agency on Aging and the Pike County Commissioners on behalf of the Correctional Facility.

3. Motion to authorize the Chairman to execute the Housing Rehabilitation Assistance Lien on behalf of the Human Development Office.

4. Motion to authorize the Chairman to execute the Rental Assistance Subsidy for December 2012 in the amount of \$483 from Delaware Run, on behalf of the Human Development Office.

5. Motion to authorize the Chairman to execute Provider Agreement No. 3111657404-1 on behalf of CCIS.

MISCELLANEOUS

Pike County's Open Space, Greenways and Recreation Plan.

Toys for Pike County Kids.

NEPA Small Business Administration 504 Business Financing Loan Program.

PRESS & PUBLIC COMMENTS/QUESTIONS

ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, DECEMBER 19, 2012, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.