

AGENDA
WEDNESDAY, JUNE 17, 2020, 9:00 A.M.
PIKE COUNTY COMMISSIONERS' OFFICE

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

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

PRESENTATION OF \$75,000 TO HABITAT FOR HUMANITY.

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 June 17, 2020 Agenda.
 2. Approve June 3, 2020 Meeting Minutes.
 3. Approve June 3 and 11, 2020 Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)**..... \$473,556.69
 5. Approve payment from **AFFORDABLE HOUSING FUND (Habitat for Humanity)**.....\$75,000.00
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PERSONNEL

1. Motion to approve the lateral transfer of **LISA MCDONOUGH** from the Public Defender's Office to a Clerk position in the Prothonotary's Office effective June 22, 2020, at her current rate of pay and continued benefits. This is a replacement position.

OLD BUSINESS

1. Motion to award the bids for the purchase of groceries and frozen foods for the Correctional Facility as follows: Mivila - \$65,786.36; Driscoll - \$47,969.06; Sysco - \$19,570.00; Keyco - \$31,622.48; and Bernard - \$12,485.32.

NEW BUSINESS

1. Motion to adopt Resolution No. 20-17, World Elder Abuse Awareness Day, June 15, 2020.

MISCELLANEOUS: None.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:
THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD
ON WEDNESDAY, JULY 1, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION
BUILDING.

PIKE COUNTY RETIREMENT BOARD AGENDA

Wednesday, June 17, 2020, 9:00 a.m.

Pike County Administration Building

1. Call to order.
2. Approve the June 17, 2020 Agenda.
3. Approve the May 20, 2020 Minutes.

NEW BUSINESS

1. Motion to approve refund of contributions to employees no longer with the County:

a. Andrew Hernandez	04/25/20	Sheriff
b. Emmanuel Saint Sulne	04/25/20	Sheriff
c. Frank Turnbaugh	05/29/20	PCCF

ADJOURNMENT

RETIREMENT BOARD
Wednesday, May 20, 2020

PRESENT: Commissioners Osterberg; Chief Clerk Orben and Solicitor Farley; Commissioners Guccini and Schmalzle via Zoom.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to convene the Retirement Board Meeting.

VOTE: All members voted "aye". Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 20, 2020 Retirement Board Agenda.

VOTE: All members voted "aye". Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the April 15, 2020 Retirement Board Minutes.

VOTE: All members voted "aye". Motion carried.

Under **NEW BUSINESS**, the following motions were made:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following refunds of contributions to employees no longer with the County:

- | | | |
|---------------------|----------|------|
| a. Kyle Norman | 5/3/2020 | PCCF |
| b. Gregory Van Pelt | 5/7/2020 | PCCF |

VOTE: All members voted "aye". Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following retirements:

- | | | |
|-----------------|-----------|--------------|
| a. Marie Stark | 4/24/2020 | Prothonotary |
| b. Edward Cowan | 4/30/2020 | PCCF |
| c. Ann Duffy | 5/15/2020 | Tax Claim |
| d. Joseph Knapp | 5/15/2020 | PCCF |

VOTE: All members voted "aye". Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following death benefit:

- | | | |
|-------------|-----------|----------------|
| a. Ian Knox | 4/28/2020 | Transportation |
|-------------|-----------|----------------|

VOTE: All members voted "aye. Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following invoices for payment:

- | | | |
|-------------------------------|-------------|--|
| a. Korn Ferry | \$ 5,253.00 | 2 nd Quarter Actuarial Services |
| b. Korn Ferry | \$ 666.00 | 2020 Benefit Statements |
| c. Biondo Investment Advisors | \$39,723.21 | 2 nd Quarter Fee Billing |
| d. Broadridge Matrix Trust Co | \$11,381.44 | 2 nd Quarter Asset/Transaction Fees |

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to adjourn the Pike County Retirement Board Meeting.

VOTE: All members voted "aye". Motion carried.

Retirement Board Meeting adjourned.

PIKE COUNTY COMMISSIONERS

PIKE COUNTY ADMINISTRATION BUILDING

506 BROAD STREET

MILFORD, PA 18337

570-296-7613

FAX: 570-296-6055

MATTHEW M. OSTERBERG
RONALD R. SCHMALZLE
STEVEN R. GUCCINI

COMMISSIONERS



GARY R. ORBEN
CHIEF CLERK

THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

RESOLUTION NO. 20-17

World Elder Abuse Awareness Day – June 15, 2020

WHEREAS, Our elders – parents, extended family, friends, and community members – deserve our respect, support, attention, and protection as they age, and

WHEREAS, this is one day set aside to remind us that we must protect our older Pennsylvanians from neglect and abuse every day; and

WHEREAS, we raise awareness about elder abuse, every day our local area agencies on aging respond to reports of abuse and take the necessary steps to prevent these incidents and protect our seniors,

WHEREAS, older Pennsylvanians deserve a protective services system that is laser-focused on providing victims of abuse, neglect, and financial exploitation with optimal care and services, and when possible, a pathway to elder justice; and

WHEREAS, the Wolf Administration is committed to empowering individuals to take action to end elder abuse on World Elder Abuse Awareness Day and every day,” said Pennsylvania Secretary of Aging Robert Torres. “We’re marking this important day by launching a new training tool to empower those who work with older adults to recognize the signs of elder abuse, understand their reporting responsibilities, and take action.”; and

WHEREAS, the training will be available, but not limited, to providers, employees and administrators of long-term care facilities; personal care homes, home health care agencies; adult day centers, domiciliary care residences and collaborative partners. Although the training is intended for mandated reporters, anyone who is interested in protecting older adults from abuse can take the training; and

WHEREAS, The Pennsylvania Department of Aging (PDA) has provided the Statewide Abuse Reporting Hotline (1-800-490-8505) available 24 Hours; and

WHEREAS, abuse reports can be made on behalf of an older adult whether the person lives in their home or in a care facility such as a nursing facility, personal care home, hospital, etc. The reporters may remain anonymous and have legal protection from retaliation, discrimination and civil or criminal prosecution. Common signs and symptoms of abuse may include: isolation, weight loss, bruises or broken bones, increased confusion, unusual withdrawals from any account; and/or signing over one’s home to another; and

WHEREAS, the total number of reports of alleged abuse received by the AAAs during fiscal year 2018 -19 was 49,909, a 12% increase from fiscal year 2017-18. Locally Pike AAA has seen a 55% increase in the same time frame from 229 Reports of need in 2018-2019 to 353 in 2019-2020.

- The most frequent alleged/reported type of abuse was caregiver neglect (29.7%) followed by exploitation (27.1%). The most frequent substantiated types of abuse were neglect (self-neglect, 38.2% and caregiver neglect, 21.3%) followed by physical abuse (19.2%).
- The age group most reported to be in need of protective services during fiscal year 2018-19 was between the ages of 71 and 80 (32.4%). The majority were Caucasian (79.7%) and female (64%). Many alleged victims resided in their own homes (45%), were widowed (37%), or were living alone (42%). The data also reveals that 42.5% of substantiated perpetrators were between the ages of 30-59 and 54% were female. Of all designated perpetrators, 13% were identified as family members and 7% were identified as a female caretaker.

NOW, THEREFORE, we, the Board of Commissioners of the County of Pike, recognize the Older Adult Protective Services Staff of the Pike County Area Agency on Aging and further recognize the Elder Abuse Task Force of Pike County for continued advocacy for education, prevention, and promotion of adult protective services resources in the community.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Attested:

Steven R. Guccini, Commissioner

Gary R. Orben, Chief Clerk
June 17, 2020

Wednesday, June 3, 2020

The first regular meeting of June 2020 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, Schmalzle and Guccini; Chief Clerk Orben; Krista Gromalski, Communications Director; and Solicitor Farley.

Public Comments/Questions concerning today’s agenda.

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to recess the Commissioners’ Meeting to hold a Public Hearing to discuss the Community Development Block Grant Program FFY 2015, 2016 and 2017.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

A PUBLIC HEARING WAS HELD.

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to reconvene the Commissioners’ Meeting.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the June 3, 2020 Agenda.*
VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 20, 2020 Commissioners’ Meeting Minutes.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 20 and 27, 2020 Commissioners’ Conference Minutes.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from GENERAL FUND (County Bills), in the amount of \$262,656.03, subject to further review.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from ACT 8 FUND (Storage), in the amount of \$5,844.00.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from PIKE COUNTY EMPLOYEES HEALTH INSURANCE FUND, in the amount of \$178,639.72.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

OLD BUSINESS:

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to postpone the award for the purchase of groceries and frozen foods for the Correctional Facility until June 17, 2020.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

NEW BUSINESS:

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-15, Recognizing the Staff of Pike County Children & Youth Services.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioners Schmalzle, to adopt Resolution No. 20-16, Submitting a Request for Modification of CDBG Funding for FFY 2015, 2016 and 2017 to the Department of Community and Economic Development.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MOTION: *by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the PCCD Victims of Crime Act (VOCA) Grant Application for \$197,490, on behalf of the District Attorney’s Office.*

VOTE: *Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.*

MISCELLANEOUS: None.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

Commissioner Matt Osterberg announced we have been moved into “the yellow” – everyone has been doing their job with social distancing and wearing masks and keeping the numbers down. We have had many days with no news cases. We are hoping soon we will be seeing ourselves move into “the green”. The grant money is for the businesses to survive even after we get back to somewhat normal because they have a lot of expenses and a lot of lost revenue that we are hoping we can assist them with so they can continue to operate here in the County. It is important that our small businesses survive. We have been talking to the Governor about how we can move into the Green Phase and we are hoping that will happen soon – in the next 2 to 3 weeks.

Commissioner Steve Guccini announced that our Elder Justice Day, through the Area Agency on Aging, which was scheduled for June 10th, is being CANCELLED. A smaller event, yet to be determined, will be announced sometime in the future.

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, JUNE 17, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

MINUTES
PUBLIC HEARING VIA ZOOM REGARDING 2015,
2016 and 2017 CDBG PROGRAM

The Pike County Commissioners held a public hearing to address the County's Community Development Block Grant Program for Fiscal Years 2015, 2016 and 2017, which is through the Department of Community & Economic Development and US Department of Housing and Urban Development. Sarah Hailstone, Pike County Consultant, conducted the hearing and distributed an agenda to receive public comment regarding the reallocation of CDBG funding for Fiscal Years 2015, 2016 and 2017. The availability of CDBG funding for FY 2020 and the availability of funding to respond to the Corona Virus Pandemic FY 2020 CDBG-CB. They will provide information about a request for proposals that was issued May 21, 2020. Reallocation of funding we will be deleting previously assigned activities. FY 2015 Housing Rehabilitation \$176,380. Porter Township of \$23,581. FY 2016 Housing Rehabilitation \$213,500. FY 2017 Housing Rehabilitation \$214,900. The addition of activities for the small business forgivable loan program in FY 2015 will be adding \$169,967. FY 2016 \$177,941. FY 2017 \$178,184. All are for benefit of creation of jobs for low/moderate income individuals. FY 2020 CDBG funding, two entitlement grants are anticipated - \$166,152 and \$281,933. Funds must be used for 1 of 3 national objections, at least 70% of the funding must benefit low and moderate income individuals, to aide in the elimination of slums and blight or to meet a need having a particular urgency. Request for proposals are open to non-profit organizations that serve Pike County. Funding must be used for CDBG electrical projects. Applications are available at: www.pikeforward.com or by calling Robert Ruiz at (570) 296-3434. Completed applications must be received by June 9, 2020 at 4:00 PM.

Questions or comments were entertained.

Commissioner Matt Osterberg asked Director of Human Services Robert Ruiz to explain why this money is still here from 2015?

Robert Ruiz explained that we have 5 years to spend down that money from the contract from DCED (Development of Community & Economic Development). With this current need for the businesses, we see it fit to go in that direction.

Commissioner Matt Osterberg said when Sarah and Rob came to the Commissioners about reallocating these funds, we felt during this time with COVID-19, it is important for us to allocate funding that we have for businesses and for non-profits. The program will be announced soon. The non-profit application is on-line. The business application is coming soon.

In addition, Commissioner Matt Osterberg mentioned the EMS Crisis, which crisis has been going on before COVID-19 here in Pike County. On June 5th there is a Day of Giving putting out by the Greater Pike Community Foundation. Within their donations is an organization that we formed, Pike EMS Support Services, which is funded by 2 generous individuals in our community (approximately \$40k). That is to help pay for the training of individuals who want to be trained as EMT's. I urge everyone to go on that website www.nepagives.org on June 5th to give what they can. I talked to EMA Director, Tim Knapp, and he will be putting together a class for the Fall.

Sarah Hailstone concluded that she skipped a slide on the Rental Assistance Program: in 2015 there's \$29,994; in 2016 \$35,559; and in 2017 \$36,716. Krista Gromalski said this would all be put on to the County website.

Public Hearing was adjourned.

**Commissioners' Conference
Wednesday, June 3, 2020**

PRESENT: Commissioners Osterberg, Schmalzle and Guccini ; Chief Clerk Orben.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the State Food Purchase Program Agreement between PA Department of Agriculture and the County of Pike, on behalf of Human Services.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher in the amount of \$2,977.50, payable to Diana T. Myers & Assoc. for the April 2020 Pike Strategic Plan, on behalf of Human Services.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher in the amount of \$1,559 payable to Delaware Run for the 2020 June Senior Rental Assistance Subsidy, on behalf of Human Services.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the Collective Bargaining Agreement for 6/1/20 to 5/31/23 between Pike County Correctional Officers, AFSCME, AFL-CIO District Council 87 and the County of Pike, on behalf of the Correctional Facility.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the letter to DCED to request an extension to the 3-Year Project Activity Completion for the Adult Literacy Project for the 2015 CDBG Grant Agreement.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to create a plan to reopen Pike County and send a letter to Governor Tom Wolf urging that Pike County be moved from the yellow to green phase with regard to COVID-19.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the Amendment to the Agreement between Mid-Atlantic Youth Services and the County of Pike, on behalf of Children & Youth Services.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to accept the proposal from Vector Security for the Service Agreement and Fire Alarm Testing & Inspection Services for the Courthouse.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to accept the proposal from Vector Security for the Service Agreement for the Training Center.

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

PERSONNEL

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to acknowledge receipt of a letter from Sheriff Kerry Welsh advising that he has hired **LORIN MCFARLANE** as a full time Deputy Sheriff for the Sheriff's Office, for a 40 hour work week, effective June 8, 2020, with benefits after 90 days. This is a replacement position.

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

Commissioners' conference was adjourned.

**Commissioners' Conference
Thursday, June 11, 2020**

PRESENT: Commissioners Osterberg, Schmalzle and Guccini; Chief Clerk Orben.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to hire **MARGARET COLLINS** as a Legal Secretary for the Public Defender's Office, for a 37 ½ hour work week, effective June 15, 2020, with benefits after 90 days. This is a replacement position.
VOTE: Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following:

GENERAL FUND (County Bills)..... \$786,444.60

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

Commissioners' conference was adjourned.