

AGENDA
WEDNESDAY, DECEMBER 16, 2020, 9:00 A.M.
PIKE COUNTY COMMISSIONERS' OFFICE

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

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

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 December 16, 2020 Agenda.
 2. Approve December 2, 2020 Meeting Minutes.
 3. Approve December 2, 4, 8 and 14, 2020 Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)**..... \$696,808.21
 5. Approve payment from **LIQUID FUELS (Lattimore-sanding)** \$233.00
 6. Approve payment from **ACT 13 FUND (Lattimore-Brooks Rd. Repair)** \$9,250.00
 7. Approve payment from **PC EMPLOYEES HEALTH INS. FUND** \$1,090,871.41
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OLD BUSINESS

1. Motion to award the bid for the fresh bread and baked items for the Correctional Facility to Bimbo Bakeries for \$78,175.

NEW BUSINESS

1. Motion to adopt Resolution No. 20-38, Request for Modification of Community Development Block Grant Fund for FFY 2018 to DCED.
2. Motion to advertise for groceries and frozen foods for the Correctional Facility.
3. Motion to authorize the Chairman to execute the JCJC Juvenile Probation Services Grant-In-Aid Award Notification second allocation for 2020-21 in the amount of \$84,152.49.
4. Motion to execute the Cooperative Site Use Agreement between Wayne County and Pike County, on behalf of the Communications/Department of Public Safety for the use of tower and equipment shelter space.
5. Motion to execute the Chief Elected Officials/Fiscal Agent Agreement designating Carbon County as the Fiscal Agent for funds received under the Workforce Development Agency.
6. Motion to authorize the Chairman to execute the Department of Human Services Office of Long Term Living Home & Community Based Waiver Services Provider Enrollment Information Form, on behalf of the Area Agency on Aging.

MISCELLANEOUS

- David P. Shallcross, Attorney General's Office – Holiday and COVID Scams and Outreach.
- Robert Ruiz, Human Services Director – Funding Available to Support Local Families and Businesses during COVID-19 Crisis.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:
THE REORGANIZATION OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON
JANUARY 4, 2021 AT 9:00 A.M. WITH THE FIRST REGULAR MEETING OF 2021
IMMEDIATELY FOLLOWING AT 9:30 A.M.

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD
ON WEDNESDAY, JANUARY 20, 2021, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION
BUILDING.

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. SCHWALZLE
STEVEN R. GUCCINI

COMMISSIONERS

GARY R. ORBEN
CHIEF CLERK

THOMAS F. FARLEY, ESQ.
COUNTY SOLICITOR

FOR IMMEDIATE RELEASE December 16, 2020

CONTACT: Krista Gromalski 570-296-9805 office / 570-832-1434 cell / kgromalski@pikepa.org

Pike County Funding Available to Support Local Families and Businesses During COVID-19 Crisis

PIKE COUNTY, PA — The Pike County Commissioners remind residents and businessowners of funding available to support them as Pennsylvanian's experience a sharp spike in COVID-19 cases and newly implemented state mitigation measures seriously impact local businesses and workers.

Housing and Rental Assistance

A combination of state funding and local recording fees comprises Pike County's \$300,000 Emergency Safe Housing Assistance Program (ESHAP) & Senior Bridge Rental Assistance Program.

The Emergency Safe Housing Assistance Program assists low- to moderate-income households with staying in their home during an emergency financial situation. These funds will be used to pay one-time household rents, back rents, mortgages, provide funding to remove unhealthy barriers to staying in the home, and roof repairs. To apply, call the Pike County Office of Human Services at 570-296-3434.

The Senior Bridge Rental Assistance Program assists low-income households with rental assistance when at least one member of the household is a senior citizen 60 years of age or older. This includes seniors who are rent burdened, moving to new rental housing, or are in the Shared Housing and Resource Exchange (SHARE) program. To apply, call the Pike County Area Agency on Aging at 570-775-5550.

Small Business Forgivable Loans

The Pike County Commissioners recently reallocated Community Development Block Grant funding to create a Small Business Forgivable Loan Program. This fall, the Commissioners awarded \$526,092 of these funds to seven businesses.

Currently, \$237,902 remains available for qualifying applicants. With these funds, the County will make up to six forgivable loans. Applications are reviewed on a rolling basis.

Loan program parameters call for businesses to create one full-time equivalent job (40 hours per week) for every \$35,000 received. The loans will be forgiven once borrowers confirm that a job has been created or retained for a low- to moderate-income person.

To be eligible for a forgivable loan, the business must meet all of the following criteria:

- Has been located in Pike County for a minimum of 12 months
- Has filed at least one tax return
- Has at least one full-time employee
- Has 100 or fewer employees worldwide
- Has annual revenue of \$1,000,000 or less
- Is deemed to be a viable business based on evaluation of information submitted with the application
- Has experienced disruption as the result of COVID-19
- Is up to date on local, state, and federal taxes or is on a payment plan

Visit pikeforward.com for an application or more information.

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PIKE COUNTY RETIREMENT BOARD AGENDA

Wednesday, December 16, 2020, 9:00 a.m.

Pike County Administration Building

1. Call to order.
2. Approve the December 16, 2020 Agenda.
3. Approve the November 18, 2020 Minutes.

NEW BUSINESS

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

Brian Weiss	11/12/20	PCCF
Robert Goble	11/16/20	PCCF
Susan Kenthak	11/20/20	PCCF
Carla Brown	11/21/20	C&Y
Stacie Caproni	11/21/20	C&Y
Heathyr Ishman	11/21/20	C&Y
Sasha Jackson	11/21/20	C&Y
Laura Kroger	11/21/20	C&Y
Mark Nordyke	11/21/20	C&Y
Ginger Refice	11/21/20	C&Y
Penny Seltzer	11/21/20	C&Y
Stacy Sollers	11/21/20	C&Y
Kerry Walkabout	11/21/20	C&Y
Wendy Williams	11/21/20	C&Y

2. Motion to approve the following deferred retirements (to age 60):

Kerry Anderson	11/21/20	C&Y
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3. Motion to approve the following retirements:

Peggy Umbria	11/21/20	C&Y
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4. Motion to approve the following invoices for payment:

Korn Ferry	\$ 5,253.00	4 th Quarter Actuarial Services
Biondo Investment Advisors	\$47,375.18	4 th Quarter Fee Billing
Broadridge Matrix Trust Co	\$11,629.87	4 th Quarter Asset/Transaction Fees

ADJOURNMENT

RETIREMENT BOARD
Wednesday, November 18, 2020

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Guccini, 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 November 18, 2020 Retirement Board Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the October 21, 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:

June Falgia	10/23/20	Probation/DRS
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VOTE: All members voted "aye". Motion carried.

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

Robert McLaughlin	10/30/20	PCCF
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VOTE: All members voted "aye". Motion carried.

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.



GARY R. ORBEN
CHIEF CLERK
THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

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

**RESOLUTION NO. 20-38
BOARD OF COMMISSIONERS OF PIKE COUNTY
COMMONWEALTH OF PENNSYLVANIA**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF PIKE COUNTY TO SUBMIT A REQUEST FOR MODIFICATION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FOR FEDERAL FISCAL YEAR 2018 TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

WHEREAS, the need exists within Pike County for to assist people with developmental disabilities with transportation; and

WHEREAS, Pike County participates in the Community Development Block Grant through the Commonwealth of Pennsylvania Department of Community and Economic Development as an entitlement grantee; and

WHEREAS, Pike County wishes to modify Community Development Block Grant Funding for federal fiscal year 2018 to address this need; and

WHEREAS, Pike County held one public hearing for public input on comment on December 14, 2020; and

WHEREAS, the Pike County Board of Commissioners has determined that the Pike County Developmental Center Transportation Program meets the requirements of the Community Development Block Grant Program by assisting residents of the County who have a disability.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED by the Board of Commissioners of Pike County that:

1. Pike County is hereby authorized to prepare a Community Development Block Grant modification request to the Pennsylvania Department of Community and Economic Development as follows:
 - A. Reduction of FFY 2018 funding for Public Service Outreach Program by \$32,100
 - B. Allocation of \$32,100 of FFY 2018 funding toward the Pike County Developmental Center Transportation Program
2. That the Board of Commissioners of Pike County directs and designates Robert Ruiz, Executive Director of Human Services, to act in all matters in connection with this application and Pike County's participation in the Commonwealth of Pennsylvania Community Development Block Program; and
3. Pike County officials and staff are directed to do any and all acts necessary to carry out the intent of this resolution.

DULY RESOLVED, this 16th day of December, 2020, by the Board of Commissioners of Pike County, in lawful session duly assembled.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Wednesday, December 2, 2020

The first regular meeting of December 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; and Solicitor Farley.

Public Comments/Questions concerning today’s agenda.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the December 2, 2020 Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the November 18, 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 November 18, 24 and 30, 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 **\$195,089.86**, subject to further review.

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

PERSONNEL:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **VINCENT PANZELLA and VINCENT FELLOWS** as full-time Correctional Officers for the Correctional Facility, for a 40 hour work week, effective December 2, 2020, with benefits after 90 days.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to transfer **LINDA DEMERGIS** from a Clerk in the Prothonotary’s Office to the newly created Secretary position in the Public Defender’s Office for a 37 ½ hour work week, effective December 7, 2020 at her current rate of pay.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to hire **PETER LUZIER** as a part-time Training Assistant at the Training Center, for less than 1000 hours effective December 2, 2020, with no benefits. This is a replacement position.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to recess the Commissioners’ Meeting to hold a Salary Board Meeting.

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

A SALARY BOARD MEETING 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.

OLD BUSINESS:

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

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

Solicitor Farley opened the only bid received which was from Bimbo Bakeries in the amount of \$78,175 and there is a bid bond in the amount of 10%

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to table bid from Bimbo Bakeries until December 16th.

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

NEW BUSINESS:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to present the 2021 Pike County Budget for public inspection to be adopted on December 29, 2020 at 9 a.m.

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

Commissioner Osterberg said it is important to speak a little about the budget. There is no tax increase, the millage remains the same which is 21.24 mills. Through the hard work of our Finance Department, the Treasurer and the Commissioners’ Office, we were able to restructure our debt. This has been a difficult year when it comes to finances in, not just the County, but any municipality. Their hard work and working on the budget for the last month or two, come up with a plan that does not put any more burden on the taxpayer by just restructuring our debt, to move it around a little bit so that we can use some of the money that we were paying for debt service, into our General Fund to carry us through 2021. Then moving forward, we can see how 2022 goes. Hopefully, this pandemic would have subsided by then and things will get back to somewhat normal.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-37, Resolution Authorizing Tax Anticipation Note.

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

Commissioner Osterberg said this is also tied together with the budget. Due to some shortfalls in income during 2020, we needed to get a Tax Anticipation Note to help offset the expenses as we move forward in 2021. The rate is .79% which is an incredible rate to borrow money at. It's a \$3M note and it's payable back in 2021. This is something to carry us through until tax dollars start to come in. Treasurer Gilpin added "if we need it". Commissioner Osterberg continued tax dollars come in beginning in February/March. Again, this was a move to help offset revenue losses that we encumbered in 2020.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Electronic Monitoring Service Agreement between BI Incorporated and the County of Pike, on behalf of the Probation Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Statement of Work and Agreement between CDI/BTM and the County of Pike, on behalf of the Probation Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Title XIX Medicaid Grant Agreement Amendment between the PA Department of Aging, PA Department of Human Services and the County of Pike, on behalf of the Area Agency on Aging.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the Contract for Professional Services between Woodland Design Associates, Inc. and the County of Pike for the Trail Feasibility Study, on behalf of the Planning Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher payable to Delaware Run for the Senior Housing Subsidy for December 2020 for \$2,441, on behalf of the Human Services Office.

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

MISCELLANEOUS: None.

PRESS & PUBLIC COMMENTS/QUESTIONS

A meeting attendee from the public, Ally Phillips, said her mother, Pat Phillips, was a resident here for many, many years. I am concerned about Pike County and I am concerned about Milford. I did some due diligence and was thinking about relocating here and purchasing a property for \$400,000. What occurred in the Facebook forums, that I know you have no jurisdiction over, and what was said to me and about me made me cry. My mother was a pillar of this community. I grew up at 702 6th Street. My father served on the Borough Council. I wanted to relocate back here to bring both of my businesses. I am a therapist. I am a licenses Clinical Social Work specializing in treatment of trauma and children and adolescent issues. I have worked in Washington, DC. I have worked as a coach and I speak truth to power respectfully and with kindness. What is going on here is sad. I know it's indicative in some ways about what's going on in different parts of the country, but you are the people who I am asking to figure out how to bring this back to the community. I love Milford. I come here at least once a year. I bought all of my Christmas presents from small businesses in Milford this year. I spent money that I would not have spent other places because she loves Milford. I don't know a lot about the politics, I know some things, but I can tell you it is a shame when someone like me comes to a meeting here and has to cry in order for people to pay attention. I think you probably knew my mom Mr. Schmalzle. I think you probably knew my mom Mr. Osterberg and I think you would say that I'm a good person. Mr. Osterberg agreed. Ms. Phillips continued that she has worked in the protection of children my whole life. I was called a douche nugget and a mothe!@#er. I was told that I was crazy and off my medication. This is the community we live in. I will not be moving my family back here because I want better for my children. I am giving a letter to Milford Dispatch to thank all of the people here who did show me kindness. I have been here for a month and I have patronized many of your local businesses. People have been kind to me and say hello to me. There's lots of really good things left, but I want you to know about what my experiences have been. Commissioner Osterberg said he was sorry that he had that experience. I will tell you this, I don't go on Facebook because that is not a good example about what goes on in our community. That is the dregs, people making comments because they've become "keyboard warriors". My suggestion to you is – stay off there. I don't want to get into a debate about it. Ms. Phillips said she wants to make one suggestion. I think it would be really great if you had a Facebook site that was in some – where I come from, there are positive Facebook sites and negative ones. They can be powerful tools in the community for communication. All I am saying is that, if those are the Facebook sites and we know based on lots of data, Facebook is a major tool for communication, if you have people to lead people who are in those Facebook forums or "keyboard warriors". I don't say things on-line that I would not say in front of a camera or to people's faces. I am kind and I believe in the goodness of our government and elected officials. I also believe it takes someone like me, being vulnerable enough, to tell you my experience because you are the people who will make a difference. I am not and I know that you are a good man Mr. Osterberg. I have known you since probably before you moved to town. I am grateful for your service. I know it is not an easy job, but I will tell you it is not an easy job being someone who wanted to move back here and was ripped to shreds. I have had to be walked out of courtrooms because I have testified to protect children and this is what the community responded to me with. Don't laugh, this is not about me being contentious. I love Milford and I'm bringing you this because I care.

ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, DECEMBER 16, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

**Commissioners' Conference
Wednesday, December 2, 2020**

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the 2021 Pike County Holiday Schedule and to advertise same.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to advertise the Reorganization Meeting which will be held on January 4, 2021 at 9:00 a.m. and the first regular Commissioners' Meeting at 9:30 on January 4, 2021.

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

Commissioners' conference was adjourned.

**Commissioners' Conference
Friday, December 4, 2020**

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the COVID 19 County Relief Fund Voucher for \$323,922.05 for County expenses relating to Sheriff Deputies and Correctional Officers' salaries during the pandemic period.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the COVID 19 County Relief Fund Voucher for \$6,494.22 for interest for County expenses relating to Sheriff Deputies and Correctional Officers' salaries during the pandemic period.

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

Commissioners' conference was adjourned.

**Commissioners' Conference
Tuesday, December 8, 2020**

PRESENT: Commissioners Osterberg, Schmalzle (via telephone) and Guccini (via telephone), Chief Clerk Orben.

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the FFY 2020 Certifications and Assurances for FTA Assistance Programs, on behalf of the Transportation Department.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Guardian Life Insurance Application for a Plan of Group Insurance, on behalf of County employees.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Contract between Confidio/Express Scripts and the County of Pike, on behalf of County employees.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Skyward Specialty Insurance Medical Stop Loss Proposal, on behalf of County employees.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to approve payment of **COUNTY BILLS (General Fund)** in the amount of **\$267,197.54**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the PA Department of State County Application and Agreement for HAVA Grant Funds in the amount of \$33,298.54, on behalf of the Election Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the PA Department of State County Application and Agreement for CARES Act Grant Funds in the amount of \$7,631.50, on behalf of the Election Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the PA Department of State County Application and Agreement for CARES Act Grant Funds in the amount of \$28,533.95, on behalf of the Election Office.

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

PERSONNEL

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from the Courts advising that they have hired **KATHLEEN GORMAN** as a full-time Clerk I in District Magistrate Menditto's Office, for a 40 hour work week, effective November 30, 2020, with benefits after 90 days. This is a newly created position.

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

Commissioners' conference was adjourned.

**Commissioners' Conference
Monday, December 14, 2020**

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the PA Department of State County Application and Agreement for CARES Act Grant Funds in the amount of \$7,631.50, on behalf of the Election Office.
VOTE: Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Environmental Review for the Pike County Small Business Forgivable Loan Program, on behalf of the Human Services Office.

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

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Affordable Housing Fund Voucher payable to Family Promise of Monroe County for CDBG Rental Assistance in the amount of \$29,994, on behalf of the Human Services Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Excess Loss Insurance Application between Great Midwest Insurance Company, on behalf of County employees.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to accept the proposal from Lattimore Construction for the Tower Road repair in the amount of \$2,150.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to approve payment from **ACT 13 FUNDS** to Greiner Excavating in the amount of \$14,217 for paving of Old Owego Turnpike.

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

PERSONNEL

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to amend the start date of **KATHLEEN GORMAN**, Clerk I in District Magistrate Menditto's Office, to be effective January 4, 2020, with benefits after 90 days.

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

Commissioners' conference was adjourned.