

Wednesday, February 6, 2019

The first regular meeting of February 2019 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; Solicitor Farley.

Public Comments/Questions concerning today's agenda.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the February 6, 2019 Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the January 16, 2019 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 January 16, 2019 Special Meeting Minutes Regarding Financing \$4.2 Million.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the January 22, 24 and 31, 2019 Commissioners' Conference Minutes.

VOTE: Commissioners Osterberg, Schmalzle and Guccini voted 'aye' with exceptions as follows: Commissioner Osterberg abstained from the 22nd and Commissioner Schmalzle abstained from the 24th and Commissioner Guccini abstained from the 31st, due to their absence. Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from **GENERAL FUND (County Bills)**, in the amount of **\$239,053.68**, 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 89 FUND (MHE-Mott St. Bridge Rehab)**, in the amount of **\$7,556.32**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from **ACT 44 FUND (MHE-Kimbles Bridge Study)**, in the amount of **\$17,299.70**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from **DEBT SERVICE FUND (TD Bank-interest)**, in the amount of **\$339,170.19**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from **SRCP FUND (TD Bank-interest)**, in the amount of **\$59,805.44**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve exonerations as presented by Cynthia Gehris, Tax Claim Bureau Director, for property in Blooming Grove and Milford Township. **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, the following individuals as full time Correctional Officers for the Correctional Facility, for a 40 hour work week, effective February 4, 2019, with benefits after 90 days: **JOSE MINAYA, JUSTIN RAMIREZ, CHRISTOPHER HECK, KYLE NORVAL, NICHOLAS ROUGHAN, JESSICA DEBESIS, VINCENT MILLER AND JONATHAN GEFFRAND.**

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

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, **ALEC KUMBURIS** as a full time Food Production Supervisor for the Correctional Facility, for a 40 hour work week, effective February 4, 2019, with benefits after 90 days. 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 hire the following individuals as part time Training Assistants for the Training Center, for less than 1000 hours per year, effective February 4, 2019 with no benefits: **LUCAS DINDIYAL, THOMAS LOFBERG AND KENNETH WAY.** These are replacement positions.

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 award the bids received for fresh bread and baked goods for the Correctional Facility as follows: Benjamin Foods - \$146,352.93; Sysco - \$21,805.31; Bernard Foods - \$12,380.80.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to extend the bid opening for the Administration Building and Courthouse Roof Replacement Project until March 6, 2019.

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

NEW BUSINESS:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint the following individuals to the Pike County Road Task Force for a three year term ending December 31, 2021: Timothy Rohner-Lehman; Paul Curran-Milford Borough; Robert Myers and Keith Raser, Alternate-Shohola.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint Laura Guccini Engle to the Pike County Area Agency on Aging Advisory Board to fill an unexpired term ending December 31, 2020.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint the following individuals to the Pike County Economic Development Authority for a 3-year term ending 12/31/21: Matthew Osterberg, Thomas Hogan and Maryanne Monte.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint the following individuals to the Pike County Economic Development Authority for a 1-year term ending 12/31/19: Nicole Patisso, Katrina Mancini and Davis R. Chant.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Statement of Work/Agreement between Manzi1 Consulting dba Blueprint Benefits Group and the County of Pike, to provide Human Resource consulting services.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Agreement between Robert Vicari, Jr. and the County of Pike, on behalf of the Area Agency on Aging for handicap accessible adaptations to a home located in Bushkill.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Federal Transit Administration FY 2018 Certifications and Assurances, Certification of Equivalent Service and Disclosure of Lobbying Activities, on behalf of the Transportation Department.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Non-Binding Letter of Intent between the Waymart State Correctional Institution and the County of Pike, on behalf of the Correctional Facility for emergency evacuation.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Planned Equipment Maintenance Agreement between Cummins Sales and Service and the County of Pike, on behalf of the Correctional Facility for generators.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Annual Service Agreement between Corpro and the County of Pike, for the water storage tank/clarifier cathodic protection system at the Correctional Facility.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Emergency Management Performance Grant Salary Reimbursement Report for 2019, on behalf of the Pike County Emergency Management Agency.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute FY 2018 Purchase of Service Agreements between the County of Pike, on behalf of Children & Youth Services and the following Providers: Catholic Social Services, Devereux Foundation and Concern Professional Services.

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

MISCELLANEOUS:

- District Attorney Ray Tonkin – Grant Award for the Children's Advocacy Center

District Attorney Ray Tonkin introduced Senior Deputy District Attorney Sara Wilson and talked about the Grant for Child Advocacy Center (CAC) Award for improvements to the Child Advocacy Center. District Attorney Tonkin announced Senior Deputy District Attorney Sara Wilson's promotion to Director of CAC Services in Pike County. It is a \$73,000.00 grant and the funds come from the settlement out of the Jerry Sandusky Penn State case. It is called the Penn State Endowment Act Funding. For 2018-2019 it totals \$74,973.00. It allows Sara Wilson to be Director of CAC Services and improving where we are as far as the CAC. Recently, we became Associate members of the National Children's Alliance, the next would be fully Accredited membership. It will allow for more grant opportunities to keep our CAC operating here in Pike County. There is another award that we have received in the past, it allows the CAC to employ our forensic interviewer, Molly Carson. That award was for \$47,000.00. That is called birth certificate funding (there is a fee for obtaining birth certificates). When the legislature created funding for the CAC they dedicated funding for that. (Power Point Presentation given by Senior Deputy District Attorney Sara Wilson)

- Penn State Extension Schedule of Events – February 1-15, 2019

Angela Smith from Penn State Extension talked about the upcoming National Audubon Society's Great Backyard Bird Count (President's Day Weekend). On Saturday, February 16, 2019, the Pike County Forestry will be at Tractor Supply from 10AM-12PM providing supplies for adults and children to make simple birdfeeders.

- Nadeen Manzoni, Elections Director, and John Hastings, Dominion Voting – Demonstration of new voting system

Commissioner Matthew Osterberg - For the last few months the Commissioners, the Board of Elections and Elections Director Nadeen Manzoni have reviewed different vendors of voting machines. After viewing many different machines and discussing them, we have settled upon Dominion, which is the company which is currently in place. The new machines cost \$206,000.00 and then there will be yearly expenses. We have 18 voting precincts and there are 25 machines. Our plan is to work out a tour of the County where we can bring the machines to different venues so that the public would have an opportunity to "sample" the machines uses and not just see them for the first time in May. The demonstration will be set up downstairs in the Pike County Administration Building on a regular basis so anyone can stop in here during the week and go down to the Board of Elections and be able to see the machine and get familiar with the machine.

Elections Director Nadeen Manzoni – An entire precinct of voting machines was on display for this demonstration. Visually impaired voters can use these machines to cast their ballot and there is a scanner to scan in the ballots and tabulate the results. This system will tremendously cut down the work on the Poll Workers. Poll Workers will no longer have to manually tally up Absentee Ballots at the end of the evening. The results will come in a lot faster and there is a precinct scan option, meaning paper ballots hand marked by the voter are scanned at the precinct. If there is something wrong with a ballot, the scanner is going to give them a second chance to have that ballot returned so it can be fixed or they can cast it as is-the choice is left up to the voter. Early last summer there was a mandate that came down from the Department of State that every County in the State had to replace their current voting machine systems with an audible, voter verifiable, paper based system by the 2020 Election. Pike County is in a fiscal

position for us to move forward and not have to wait for State funding to come through, which will be coming through next year. We are able to move forward with our target date being the May 2019 Primary Election. This is going to give us two elections for myself, my staff and the Poll Workers to get comfortable using the new voting system. It will give the voters an opportunity to ask questions about the new voting system and get comfortable with the new procedures at polling places. There will be additional expenses to the \$206,000.00 for the new machines. We will need privacy booths for the polls, ballot transport bags and things of that nature. Next year the State has agreed to cover half the cost of the voting system. Last year Congress released Federal grant money left over from the Help America Vote Act. There is \$68,000.00 of that money allocated for Pike County and we can use that to off-set the cost to the County this year toward the purchase of the machines.

John Hastings, Dominion Voting – Power Point Presentation and Demonstration of New Voting Machine

PRESS/PUBLIC COMMENT

Reporter Chris Jones asked how many voting machines are currently in use here in Pike County and the answer was 86. They will now have 18 because they are hand ballots. The sign in process at the polls will be the same, but instead of getting a voter access card and voting on a touch screen, you will get a paper ballot. Multiple voter privacy booths will be set up and we will be able to process more voters. After the paper ballot is filled out there will be 1 scanner to feed the paper ballot and to cast your ballot. The only touch screen use will be by visually impaired voters and that ballot gets printed from a printer.

Question from public: How will we handle “hacking” questions using a tabulator? Election Director Nadeen Manzoni answered that it will never be connected to the internet at all.

Question from public: What “qualifications” are needed to use the touch screen voting? Election Director Nadeen Manzoni answered that they will try to limit it to voters who have visual impairments. If they come in any say they need help, they will be allowed to use it. If they bring a friend or family member to assist them that is fine.

Question from public: What happens to the paper ballots after they are fed through the scanner? Election Director Nadeen Manzoni answered that at the end of the night they will be sent out in a secure ballot bag and brought back to the County.

Question from public: What is going to prevent someone from stealing or changing the bags? Election Director Nadeen Manzoni answered that there will be Poll Workers watching close-up, entire Board will be there and, if they need to check, they will check the total number of voters signed in the poll book and make sure they have the same number of ballots.

Reporter Chris Jones asked about a workshop that may be available for Poll Workers to troubleshoot any problems. Election Director Nadeen Manzoni answered yes. There is always a training session prior to every election.

Question from public: Are there any back-up scanners? Election Director Nadeen Manzoni answered yes. There is an auxiliary box built in-that if something happened to the scanner, you can still drop the ballots into the auxiliary box. John Hastings from Dominion answered yes, there are 17.

Question from public: When will you be able to make all these changes to these processes publically available? Election Director Nadeen Manzoni answered as soon as she is trained well enough. She will be doing a series of demonstrations throughout the County. We will be having one here in the Commissioners’ Meeting Room and one in the Training Center in Blooming Grove. Also, if the League of Women Voters are having any events, the equipment could be brought to that event for as much exposure as possible. We want to give everyone an opportunity to check out the new equipment, ask questions and really alleviate any concerns going into the 2020 election.

Question from public: When we scan our paper ballot, will we get a receipt? Election Director Nadeen Manzoni answered no, but you can take your ballot stub. The voter can either keep the stub or throw it away.

Reporter Chris Jones asked about water leaking from the roof of the County Administration Building. Commissioner Matthew Osterberg answered that a visual inspection of the leaky roof was done. There are some empty offices at the back end of the building and some of the staff from Children and Youth will be moving in to those empty offices where it is not leaking. Obviously, there will be some renovations made. Bids are already being made for the construction and we are currently testing the building for any health issues as a result from the leaky roof.

Reporter Chris Jones asked about a letter from Representative Matthew Cartwright to Pike County Catholic Social Services indicating there is a \$93,954.00 grant for Permanent Support of Housing. Commissioner Matthew Osterberg answered that, although the Commissioners are working on housing and different types of housing programs in the County, probably Catholic Social Services had applied for that funding.

Although Pike County Social Services provides different types of services to the County, that money must be for something that they are doing on their own.

ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, FEBRUARY 20, 2019, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.