

AGENDA
WEDNESDAY, MAY 20, 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 May 20, 2020 Agenda.
 2. Approve May 6, 2020 Meeting Minutes.
 3. Approve May 13 and May 18, 2020 Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)**.....\$525,980.27
 5. Approve payment from **PC EMPLOYEES HEALTH INS. FUND**\$143,600.66
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OLD BUSINESS

1. Motion to open bids received for the purchase of groceries and frozen foods for the Correctional Facility.

NEW BUSINESS

1. Motion to appoint Keith Rodriguez to the Road Task Force to fill an unexpired term ending 12/13/22 as representative of Westfall Township.
2. Motion to execute the First Amendment to the Professional Services Agreement between Evaluator Services and Technology and the County of Pike, to include CourthouseOnline Software as a service, relating to the Assessment Office.
3. Motion to authorize the Chairman to execute the Inspection Agreement between Beach Lake Sprinkler and the County of Pike, on behalf of the Area Agency on Aging.
4. Motion to execute Pike County Rental Assistance Contract #36 on behalf of the Human Services Department.
5. Motion to execute the Purchase of Service Agreement between Manos House and the County of Pike, on behalf of Children & Youth Services.

MISCELLANEOUS

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:
THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD
ON WEDNESDAY, JUNE 3, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION
BUILDING.

PIKE COUNTY RETIREMENT BOARD AGENDA

Wednesday, May 20, 2020, 9:00 a.m.

Pike County Administration Building

1. Call to order.
2. Approve the May 20, 2020 Agenda.
3. Approve the April 15, 2020 Minutes.

NEW BUSINESS

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

- a. Kyle Norman 5/3/20 PCCF
- b. Gregory Van Pelt 5/7/20 PCCF

2. Motion to approve the following retirements:

- a. Marie Stark 4/24/20 Prthy
- b. Edward Cowan 4/30/20 PCCF
- c. Ann Duffy 5/15/20 Tax Claim
- d. Joseph Knapp 5/15/20 PCCF

3. Motion to approve the following death benefit:

- a. Ian Knox 4/28/20 Transportation

4. Motion to approve the following invoices for payment:

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

ADJOURNMENT

RETIREMENT BOARD
Wednesday, April 15, 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 April 15, 2020 Retirement Board Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the March 18, 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. Keith Buccieri | 4/6/2020 | PCCF |
| b. Joseph Shiffler | 4/6/2020 | PCCF |

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

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

- | | | |
|-------------------|-----------|------|
| a. William Werner | 3/31/2020 | 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.

Wednesday, May 6, 2020

The first regular meeting of May 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 via Zoom.

Public Comments/Questions concerning today’s agenda.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 6, 2020 Agenda.
VOTE: Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the April 15, 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 April 15, 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 **\$172,107.56**, subject to further review.

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

OLD BUSINESS: None.

NEW BUSINESS:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-12, Tick Borne Diseases Awareness Into Action Month - May, 2020, which was read by Commissioner Osterberg.

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

Commissioner Osterberg stated that while we are going through this Pandemic we also need to keep in mind that this issue that faces many residents in our County is just as important. With all the activities going on, people have a lot of time on their hands right now and are walking in the woods. We are just urging everyone to be vigilant on their checking to make sure that they do not have a tick bite. There are places in the County to get treatment – Wayne Hospital, you probably will have to call to make an appointment because of the Pandemic, but they run a tick clinic. Also, Stroudsburg University has the Tick Identification System where you can mail a tick to them and they will diagnose what was in that tick. People that are suffering from Lyme Disease are being urged to be very careful during this Pandemic because they do have a weakened immune system. There are a lot of people in our County that are suffering. I know we haven’t met for a while with our Tick Borne Diseases Task Force, but we still want to make sure the message is still out there – people need to be aware of their surroundings, it is Spring and moving into Summer, and there are a lot of ticks. Everybody please be careful. Commissioner Guccini added that he heard from somebody yesterday and had a tick and was wondering about treatment. It continues to be out there and will be increasing now as more people are outside and the weather is warming up. For people who have some sort of infection, it can be more problematic.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution 20-13, Proclamation, Conservation District Week, May 3-9, 2020, which was read by Commissioner Schmalzle.

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

Commissioner Osterberg said he thinks it is important to note that Conservation District is fully operational.

Commissioner Schmalzle added that he thinks this Resolution is both timely and relevant with construction opening up after projects had been sitting for a while. They are working both remotely and now starting to move into the office to provide services to every person in the County who is looking at doing a project or is in the middle of doing a project.

MOTION: by Commissioner Guccini and seconded by Commissioners Schmalzle, to adopt Resolution 20-14, Proclamation, Corrections Employee Week, May 3-9, 200, which was read by Commissioner Guccini.

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

Commissioner Osterberg said Correctional Officers are at the front line of this when you’re dealing with the Correctional Facility. The news is reporting the issues going on in our Correctional Facility, our Wardens are working diligently to address it and curtail it and end it, but at the same time all of these dedicated CO’s are in there every day risking not only their own health, but also their family’s when they go home. We have to recognize their unfaltering duty to the County residents. We need to have a Correctional Facility unfortunately with the way the world is, but these men and women that serve up there are heroes for what they’re doing. We had a question from a local reporter about what the status is at our Correctional Facility – we have a report from yesterday and we will send it out to the media. It is quite a bit to decipher. We will have Communications put this out as a Press Release. The other question was if there is anybody else in the County that has been infected. I think we have one person in Transportation and that’s it, there are no other positive tests that we are aware of. The positive test in Transportation was about 2 weeks ago, I am not aware if that person is back to work or not. We wish everybody well during this.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Senior Rental Subsidy Voucher for Delaware Run for the months of April and May 2020 for a total of \$3,174 on behalf of the Human Services 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 Pike County Rental Assistance Contracts #32 and 38, on behalf of the Human Services 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 a letter to PA Health and Wellness discontinuing providing Aging Waiver Service Coordination Services effective June 30, 2020, 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 Schmalzle, to authorize the Chairman to approve the Lexis Nexis Accurint for Government Proposal on behalf of the Area Agency on Aging.
VOTE: Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.

MISCELLANEOUS:

Penn State Extension - Commissioner Osterberg announced that a Webinar is being put on by Penn State Extension. There are all sorts of Webinars they are doing particularly this time of year. Many of them are free, some of them have costs. An issue we face in the Commonwealth, maybe not rampant in Pike County, but we’re hoping it doesn’t become that, and that is the Spotted Lanternfly Webinar. There are 4 different Webinars coming up on May 6, May 8, May 15 and May 19, 2020. They are all on different topics dealing with the Spotted Lanternfly. We urge residents to be vigilant on that.

HRC - Commissioner Osterberg announced that HRC (Human Resources Center) in Lords Valley donated to Pike County, through the Human Development Office, \$10,000, which was distributed to our food pantries. Each one of the food pantries was extremely thankful and grateful and we thank HRC for their community involvement in assisting people in need.

Pike County Area Agency on Aging - Commissioner Osterberg added another thing is the amount of food being prepared at the Aging Office. They are always asking for donations because the amount of people that need meals delivered to their home has expanded greatly. Please call (570) 775-5550 and they are looking for donations. Every little bit helps – it is a community effort. Please do what you can to help the Aging Office. Commissioner Schmalzle added that Representative Peifer provided a donation.

Mail-In Ballots - Commissioner Schmalzle said there are some State Releases and Public Relations Releases calling people to apply for Mail-In Ballots with an upcoming deadline for the Primary Election. It would be preferable if people voted by mail instead of by person during the Pandemic – we urge the residents of Pike County to apply for a Mail-In Ballot. Commissioner Osterberg said that we have every bit of confidence in our Board of Elections. We’re urging everyone to please do the Mail-In Ballots – for your protections, for the poll workers – please get the application. It’s a simple process (you can get it on-line), it gets mailed to you pretty quickly and my wife and I have already done it. While many of our poll workers are, for the most part, senior citizens, it is best that we can protect them too. Commissioner Guccini added that it is a very secure system. We put out a lot of information on this. The process is very secure and it’s new for Pennsylvania, but it’s not new for a lot of places. In many States this has been going on for years with no security issues.

Census 2020 - Commissioner Osterberg said another topic is the Census. The pandemic has taken up a lot of our time and consumed our thoughts, but it is extremely important that the residents of Pike County register for the Census. If you don’t register the County can lose \$2,100 per person over 10 years in government funding that comes through the Federal Government. If you need help with the Census, you can call the Planning Office (570) 296-3500, the Commissioners’ Office (570) 296-7613 and it is also on-line.

COVID-19 Pandemic – We have been meeting with our Local and State Representatives – Senator Baker, Representative Peifer and Representative Rosemary Brown and with our Federal Representatives. The other day we had a phone call with Senator Casey and had one with Senator Toomey. We have been in contact with Congressman Cartwright too. We are working to figure out how we can get the County back open. We need to follow the guidelines of the Pennsylvania Department of Health and the CDC and that is what we’re urging everyone to do. Please wear your mask when you are outside and in the stores that are open. Remember that many of the restaurants are struggling and don’t know when they are going to open. Mother’s Day is this Sunday – you can go get some meals to take out and have a meal at home with your Mother. We need to support these businesses. Call them up and order gift cards – it would go a long way if all of us just spent a little bit of our money.

The County is still working on a limited schedule which is 8:30 AM – 12:30 PM by appointment only. After 12:30 PM the County offices are closed in the Administration Building. The Courts are running on their own schedule and that is a separate arm of the Government. You need to call the Courts if you are planning on going to the Courthouse or Prothonotary’s Office. Please don’t just show up – it is best if you make the phone call.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, MAY 20, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

**Commissioners' Conference
Wednesday, May 13, 2020**

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the DCED Citizen Participation Plan for Pike County for the CDBG Program.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to publish a Public Notice advising that Pike County has been awarded Federal funds through the Department of Homeland Security/Federal Emergency Management Agency under the Emergency Food and Shelter National Board Program.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve the exonerations presented by Cynthia Gehris, Tax Claim Bureau Director, for properties sold out of the County Repository.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chief Clerk to execute the Chapter 105 Water Obstructions and Encroachment General Permit Registration for the Kimbles Road Bridge.

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)	\$3,980,917.74
ACT 13 FUND (HRG)	\$8,200.00
HAZARDOUS MATERIAL RESPONSE FUND (Hand Sanitizer)	\$284.70
PC EMPLOYEES HEALTH INSURANCE FUND	\$49,123.20

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

Commissioners' conference was adjourned.

**Commissioners' Conference
Monday, May 18, 2020**

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the 2020-21 PCORP Renewal Quotation.

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 PA Department of State County Application and Agreement for HAVA Grant Funds for \$33,298.54, on behalf of the Election Office.

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 PA Department of State County Application and Agreement for CARES Act Grant Funds for the 2020 federal election cycle for \$28,533.95, on behalf of the Election Office.

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

The Commissioners participated in the Virtual Signing Ceremony for New "Pocono Promise" which is a program designed for all businesses in Wayne, Pike, Monroe and Carbon counties to voluntarily agree to follow federal, state and local guidelines that protect employees and customers.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, executed the Pocono Promise Agreement.

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

The Commissioners participated in a virtual meeting with PennDot to discuss county bridges.

Commissioners' conference was adjourned.