

Wednesday, January 22, 2020

The second regular meeting of January 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; Solicitor Farley.

Public Comments/Questions concerning today's agenda.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the January 22, 2020 Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the January 6 (Reorganization) and January 6 (Regular), 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 January 6 and 15, 2020 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 **\$287,665.45**, 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 the Courts advising that they have hired **LINDA PLATT** as a Clerk I in District Magistrate Fischer’s Office, for a 40 hour work week, effective January 27, 2020, 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 change the Interstate Caseworker position to a Receptionist/Clerk I position in the Domestic Relations’ Office, and to acknowledge receipt of a letter from the Courts advising that they have hired **JENEEN ODENDAHL** to fill this position for a 37 ½ hour work week effective February 3, 2020, 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 change the Fiscal Technician position to a Fiscal Assistant position for the Area Agency on Aging, and to hire **CARL HOOKER** to fill this position for a 35 hour work week effective January 27, 2020, 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 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 groceries and frozen foods for the Correctional Facility.

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

Solicitor Farley opened bids from the following vendors with various rates applicable to different food items: Sisco Foods-Total Bid-\$154,019.82; Bernard Foods-Bid-\$8,176.32; Mivila Foods-Total Bid-\$152,827.29; Keyco Distributors-Total Bid-\$146,201.10; and Driscoll Foods-Total Bid-\$165,277.83.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to table bids received for the purchase of groceries and frozen foods for the Correctional Facility for review until February 5, 2020.

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

NEW BUSINESS:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to advertise for bids for the leasing of approximately 80 acres of tillable fields (Santos property) for the purpose of planting for the 2020 growing season.

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 12/31/22: Robert Bostinto, Mike Spencer and Kathy Hummel.

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 12/31/20: Jennifer Passenti, Dave Chant and Katrina Mancini.

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 Road Task Force for a 3-year term ending 12/31/22: Chuck Rosemergy – Blooming Grove; Jim Snyder – Dingman; Albert Schneider – Westfall; and Keith Rodriguez – Matamoras Borough.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the amended contract between Thomas Mincer and the County of Pike, for services as Conflicts Counsel for the Public Defender's Office for a 1-year term, naming the firm Kannebecker & Mincer, LLC.

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 2020 Certification of Funds to the PA Department of Agriculture as recommended by the Agricultural Land Preservation Board.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the PA Commission on Crime and Delinquency Grant Application for the Body-Worn Camera Project and Implementation Program, on behalf of the Sheriff's Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Agreement for Professional Services between Carbon/Monroe/Pike Drug & Alcohol Commission and the County of Pike, on behalf of the Correctional Facility.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Memorandum of Understanding between Saw Creek Estates and the County of Pike, on behalf of the Area Agency on Aging for the use of the Top of the World Restaurant.

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 Participating Provider Agreement between PA Health & Wellness 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 Schmalzle, to execute the Delegation of Signing Authority for CDBG and HOME Invoices for the years 2014 through 2018, 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 DCED regarding the CDBG Program Performance Review FFY 2011-13, 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 execute a letter to DCED advising that Pike County will not be participating in the 2019 CDBG allocations, 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 the HUD Environmental Review for the Matamoros Fire Department Building Project, 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 execute the Subgrant Agreements for the State Food Temporary Emergency Food Assistance Program between the following food pantries and the County of Pike, on behalf of the Human Services Department: Pike County, Bushkill Outreach, Ecumenical, Blooming Grove and Holy Trinity.

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 two Satisfaction of Mortgages 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 the Affordable Housing Fund Payment Voucher for Act 137 administration fees for 2019 in the amount of \$24,528.37.

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 Affordable Housing Fund Payment Voucher for the Casework Salary for 2020 to Family Promise of Monroe in the amount of \$20,861.44.

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 Contract #33 and #44, 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 the Fair Housing Annual Report for 2019, 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 execute the FY 2018/19 County Human Services Non-Block Grant Report Certification Statement, 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 amend the agenda to include a Retirement Board Meeting.

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 Retirement Board Meeting.

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

A RETIREMENT 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.

MISCELLANEOUS

- Nadeen Manzoni, Elections – Mail-in Ballots – Nadeen Manzoni announced changes in Election Reform that have taken place across the State with the passing of Act 77. Act 77 removed a lot of the obstacles and makes voting easier and accessible to voters by extending voter registration deadline from 30 days to 15 days. It introduces No Excuse Mail-In Ballots and extends the deadline for people to return their voted ballots from the Friday before the Election 8:00 PM to Election Night. Returned ballots get returned to the County and will be counted centrally in the County starting 8:00 PM on Election Night. The process is open to the public and will take place in the Commissioners' Meeting Room and will be advertised in the papers. This also simplifies the emergency ballot process for anyone that has an emergency after 5:00 PM on the Friday before the Election. Getting an emergency absentee ballot if they have a family emergency or called out on a last minute business trip, they had to

go the Court and petition the Court to grant them an Absentee Ballot and get their application notarized. That is no longer in place as a result of Act 77. You can come into the Elections Office, state your case and it only takes the approval of the Director of Elections to issue them an Emergency Ballot. It really simplifies the process for absentee voters. It also eliminates the Straight Party Option on the ballot in November. You will have to go through the ballot and vote race by race. It also provides County funding for our new voting systems. That releases \$90M from the State to reimburse Counties for the new voting systems that we just purchased. The mail-in ballot option under Act 77 removes all obstacles for people for voting and will drive up voter participation and make it easier and more accessible for everyone. The difference between Absentee Voting and Mail-In Ballot option is, Absentee Voting voters have to meet a certain criteria. The had to have a physical disability or illness, out of town due to their duties or occupation, they needed a reason. A Mail-In Ballot requires no reason-anybody can request a Mail-In Ballot now. They just don't have to go to the poles. People commute back and forth to work and if it's a hassle to get to the poles or difficult to get to the poles, you can request a Mail-In Ballot now.

We have developed a Mail-In Ballot fact sheet. This goes through the steps of how to request one. There will be an application available on-line come March 10th on the Department of State website. We also have paper applications. The Absentee Ballot process is still in place. Absentee Voting is protected in the Pennsylvania Constitution to provide a means for people that can't get to the polls on Election Day. The Mail-In Voting expands on that concept. You can't change Absentee Voting-it's written into the Constitution. The Absentee Ballot process remains in place and the Mail-In Ballot Process just expands on that and opens it up to everybody so that you don't have to meet any criteria in order to qualify for an Absentee Ballot.

Chris Jones asked what the time frame is for this? Nadeen Manzoni said the deadline is still the same. To apply for a Mail-In or Absentee Ballot is always going to be the Tuesday before Elections. That's 7 days out from an Election. The deadline to return your Vote-In Ballot used to be the Friday before the Election, is now up until 8:00 PM on Election Night. Another difference between the Absentee Ballot and the Mail-In Ballot is, once you apply to receive a Mail-In or Absentee Ballot, voters are no longer eligible to go to the poll. In the past if you applied for an Absentee Ballot and found you were able to go the polls on Election Day, you were required to go to the Polls and vote in person. That is no longer the case. If you show up to the Polls and you return your Ballot-you are not permitted to vote. If you show up to the Polls because you didn't have time to return your Ballot, you'll be issued a Provisional Ballot and the Provisional Ballot will be counted in at the Canvass of the Vote Friday after Election Day. Chris Jones asked how soon you can do this? Nadeen Manzoni said it is fifty (50) days out from an Election, we have the applications now and are available. The on-line application will be available fifty (50) days out from the Election, which is going to be March 10th. Once you apply on line if you provide your e-mail address, you can track your Ballot or your application every step of the way. You can track your Ballot or application every step of the way. You'll will get an e-mail notification one your application has been approved. You will get an e-mail notification once your mail is mailed to you. You will also get an e-mail verification once we report your balance having been received. Chris Jones asked if this s early voting? It depends on the State. It's early voting. You're voting before Election Day-your vote isn't being counted before Election Day. Commissioner Osterberg added that the Ballots being dropped off will not be opened until the night. Results will be reported on Election Night. With the passing of the Act 77 and the Mail-In Ballots, not all Counties are required to count those Absentee Ballots on Election Night. They can start the Friday after the Election. A lot of Counties are planning on doing that. Statewide our results may not be fully reported on Election Night. During a Presidential Election year, thousands of ballots might not be counted until Friday.

Chris Jones asked if they have to physically open and count all of these Ballots? Nadeen Manzoni said yes. We will have a team of 4 people and looking to purchase high speed scanners where we can open the Ballots, pile them onto a scanner and the Ballots will be counted using the same software that we used to tabulate our results at the Polls.

Chris Jones asked if there would be scanners at the Voting Precincts. Yes.

Chris Jones asked if the results from the people who voted at the Polls be processed as it always is. Yes. The Absentees will be added to the results of the Polls. Everything will be populated together so that Election Night everything is populated as always on our website. We have also purchased additional equipment to send to the Polls. We purchased additional scanners. We will be heavily promoting the Mail-In Ballot options.

Chris Jones asked about checking the signatures (on the Ballots). Nadeen Manzoni answered that is something they do when the Ballot is returned. When the Ballot is return to the Elections Office, the procedure is to take the Ballot, turn it over, make sure the affidavit is signed. Every Ballot has a bar-coded return address label up in the corner, when it is returned to us we scan the barcode in and it pulls up the record and updates their record. We then compare the signature before we send it out to the Polls and then we send the Ballots our alphabetically.

Chris Jones asked if we are in the application phase or the actual phase. It was voted in. As soon as we get the Mail-In Ballots back in the mail, we record the Ballot as returned. We don't open it, we sort it and put it in a pile to be opened.

Chris Jones asked if the identifying stuff is outside the actually envelope. Nadeen Manzoni answered yes, it's on the return envelope.

Commission Osterberg added that we are trying to push this. There could be very long lines at our Polling Places. They are anticipating more than 66% voter turnout this Presidential Election as well as at the Primary Race. Instead of people being concerned about waiting in long lines or complaining about that – here is your opportunity to vote and not worry about waiting on line. We hope as many people as possible will participate in this and do our best so that people understand it is done different that the Absentee Ballot. This just opens up the whole ability so that no one has an excuse now that I didn't have time to get to the Polls, or I couldn't wait on the long lines.

Nadeen Manzoni added that on the Mail-In Ballot there is a check mark on the application-you can become a permanent Mail-In Voter. If you check that box, you will receive the Ballot for the Primary Election, but also for November. If you check the box for the Permanent Mail-In Voter, every year in February you will receive an application from us. If you want to vote again for that entire election cycle, you have to check the "Permanent" box and return the application to us.

Penn State Extension Calendar of Events – February 1-15, 2020.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, FEBRUARY 5, 2020, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.