

AGENDA
WEDNESDAY, OCTOBER 21, 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 Public Hearing.
PUBLIC HEARING FFY 2020 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING.
Motion to reconvene Commissioners' Meeting.

PRESENTATION OF THE 2020 CRIMINAL JUSTICE SYSTEM FOR THE 21ST CENTURY BEST PRACTICES AWARD TO THE PIKE COUNTY CORRECTIONAL FACILITY TO RECOGNIZE ITS MODEL RECIDIVISM REDUCTION PROGRAMS.

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 October 21, 2020 Agenda.
 2. Approve October 7, 2020 Meeting Minutes.
 3. Approve October 7 and 15, 2020 Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)**..... \$589,195.33
 5. Approve payment from **ACT 13 (Zitone-Bridge repairs)** \$5,825.00
 6. Approve payment from **PIKE COUNTY EMPLOYEE HEALTH INSURANCE FUND** \$576,156.74
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PERSONNEL

1. Motion to change the status of **LAWRENCE SHEETS** from part-time Van Driver to full-time Van Driver for the Transportation Office, for a 40 hour work week, effective October 19, 2020, with no benefits. This is a replacement position.

Motion to recess the Commissioners' Meeting to hold a Salary Board Meeting.

SALARY BOARD

1. Motion to convene Salary Board.
2. Motion to approve the October 7, 2020 Salary Board Minutes.
3. Motion to set the pay of **LAWRENCE SHEETS** to \$12.00 per hour due to his change of status from part-time Van Driver to full-time Van Driver for the Transportation Office, for a 40 hour work week, effective October 19, 2020, with no benefits. This is a replacement position.
4. Motion to adjourn Salary Board.

Motion to reconvene the Commissioners' Meeting.

OLD BUSINESS

1. Motion to award the bid for the Correctional Facility WWTP Controls Building Rood Replacement Project to Dunmore Roofing for the base bid amount of \$55,400.
2. Motion to open bids received for the 2020-21 Winter Maintenance of County Roads.

NEW BUSINESS

1. Motion to adopt Resolution No. 20-26, Domestic Violence Awareness Month, October 2020.
2. Motion to adopt Resolution No. 20-27, Transfer of Funds Within the Budget.
3. Motion to adopt Resolution No, 20-28, Naming TD Bank as Escrow Agent and Authorizing the Treasurer's Office to Execute Documents Relating to the Series 2012 Refunding Escrow.
4. Motion to adopt Resolution No, 20-29, Designation of Agent for the Hazard Mitigation Grant Program.

5. Motion to adopt Resolution No. 20-30, Pike County DCED-CDBG Program.
6. Motion to adopt Resolution No. 20-31, Pike County Section 3 Action Plan.
7. Motion to appoint Guy Cook to the Road Task Force, as a representative of Blooming Grove Township, to fill an unexpired term ending 12/31/23.
8. Motion to advertise for bids for fresh bread and baked goods for the Correctional Facility.
9. Motion to execute the PCCD Project Modification Request for an additional \$29,350 for the Pike County Local Law Enforcement COVID-19 Relief Funds.
10. Motion to award the remaining Covid-19 County Relief Funds as follows:

Subgrantee Name	Total Award
Apple Valley Restaurant	\$175,000
Community Rental Centers	\$13,000
Dark Moon Entertainment	\$45,988
Fairbridge Inn	\$13,561
League of Woman Voters	\$4,940

11. Motion to authorize the Chairman to execute Senior Rental Assistance Contract #44, on behalf of the Human Services Office.
12. Motion to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher payable to Diana T. Myers & Assoc. for the Pike Strategic Plan for September 2020 for \$6,907.19, on behalf of the Human Services Office.
13. Motion to execute the Purchase of Service Agreement between National Mentor Healthcare and the County of Pike, on behalf of Children & Youth Services.
14. Motion to execute the Certification Statement of the 4th quarter FY 2019-20 Act 148 Invoice, on behalf of Children & Youth Services.
15. Motion to execute the Contract between BTM Solutions and the County of Pike, on behalf of the District Attorney's Office for Central Booking.

MISCELLANEOUS: None.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:

PLEASE NOTE THAT THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS HAS BEEN RESCHEDULED FROM WEDNESDAY, NOVEMBER 4TH TO THURSDAY, NOVEMBER 5, 2020, 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. SCHMALZLE
STEVEN R. GUCCINI



COMMISSIONERS

GARY R. ORBEN
CHIEF CLERK

THOMAS F. FARLEY, ESQ.
COUNTY SOLICITOR

FOR IMMEDIATE RELEASE October 21, 2020

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

Pike County Correctional Facility Receives Best Practices Award for its Recidivism Reduction Programs

PIKE COUNTY, PA — The County Commissioners Association of Pennsylvania (CCAP) recently announced recipients of its 2020 Criminal Justice System for the 21st Century Best Practices Awards. The Pike County Correctional Facility (PCCF) received the Best Practices Award in the small jail category in recognition of its Model Recidivism Reduction Programs.

The Best Practices Award was presented virtually during the October 21 Pike County Commissioners meeting to PCCF Warden Craig Lowe and his staff by Janine L. Quigley, CJM, Warden of the Berks County Jail System and Chair of the CCAP Committee on County Criminal Justice Systems for the 21st Century.

“I would like to thank CCAP for this distinct honor. I also thank the Commissioners, Prison Board, volunteers, staff, Reentry Coalition and our contracted employees for making our facility programs a complete success,” says Warden Lowe. “Together we continue to help offenders get back on their feet and have successful outcomes. I am proud of our team and thank everyone for working together for the betterment of others.”

Beginning in 2002, to reduce recidivism at a local level, PCCF proactively developed and implemented a unique suite of offender programs, which have been successfully providing tools for personal betterment, preparation for release and rehabilitation.

The correctional facility's core Recidivism Reduction Programs include: A.R.R.O.W. (Actively Reducing Recidivism Opens Windows); C.O.R.E (Correctional Offenders Reintegrating Effectively); H.O.P.E (Helping Offenders Promote Excellence); and M.O.R.E. (Motivating Offenders to Reintegrate Effectively).

“Under the leadership of Warden Lowe and Assistant Wardens Robert McLaughlin and Jonathan Romance, the team at PCCF works hard every day to maintain a disciplined and safe correctional environment while providing offenders with tools for societal success upon release. We congratulate Warden Lowe and his dedicated team on this well-deserved honor,” say the Pike County Commissioners. Offenders at PCCF currently have access to the skills and expertise of approximately 100 volunteers who assist in offering more than 90 programs, which play a central role in PCCF's exceptionally low recidivism rate.

According to the United States Department of Justice, nationally the rate of recidivism hovers at about 70%; however, the PCCF recidivism rate over the last 3 years is 19%.

“The criminal justice system is meant to rehabilitate, but incarcerated individuals are often repeat and returning offenders. A high recidivism rate burdens correctional facilities, taxpayers, communities, and families. We again commend the staff at the Pike County Correctional Facility for their efforts to equip offenders during incarceration with the skills and motivation needed to contribute to society in sustainable, mutually beneficial ways as returning citizens,” add the Commissioners.

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PIKE COUNTY RETIREMENT BOARD AGENDA

Wednesday, October 21, 2020, 9:00 a.m.

Pike County Administration Building

1. Call to order.
2. Approve the October 21, 2020 Agenda.
3. Approve the September 16 and 21, 2020 Minutes.

NEW BUSINESS

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

Kimberly Morris	09/20/20	PCCF
Dylan Henwood	10/05/20	PCCF
Alex Leontyev	10/08/20	PCCF

2. Motion to approve the following retirements:

Candy May	10/15/20	DJ Fischer
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3. Motion to approve the following invoices for payment:

Korn Ferry	\$5,253.00	3 rd Quarter Actuarial Services
Biondo Investment Advisors	\$44,038.02	3 rd Quarter Fee Billing
Broadridge Matrix Trust Co	\$10,041.48	3 rd Quarter Asset/Transaction Fees

ADJOURNMENT

RETIREMENT BOARD
Wednesday, September 16, 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 September 16, 2020 Retirement Board Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the August 19 and 25, 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:

Dawn Poverano	08/10/20	PCCF
Ezekial Higgins	08/14/20	PCCF
Gianna Luposello	08/26/20	PCCF
Sarah Fabian	09/05/20	PCCF
David Norman	09/15/20	PCCF

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

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

Linda Masie	08/26/20	Planning
Konstantino Erbach	09/04/20	PCCF
Caroline Lang	09/11/20	Courts

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.

RETIREMENT BOARD
Monday, September 21, 2020

PRESENT: Commissioners Osterberg , Schmalzle and Guccini; Chief Clerk Orben and 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 Osterberg and seconded by Commissioner Guccini, to execute the Trustee Certification and Options Application to update authorized individuals on the Pike County Retirement Plan with Biondo Investment Advisors.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Guccini, 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. 20-26 Domestic Violence Awareness Month October 2020

WHEREAS, 1 in 4 women will experience domestic violence during their lifetime; and

WHEREAS, approximately 15.5 million children are exposed to domestic violence every year; and

WHEREAS, when a family member is abused, it can have long-term damaging effects on the victim that also leave a mark on family, friends, and the community at large; and

WHEREAS, domestic violence is widespread and is devastating to society as a whole, but particularly women and children; and

WHEREAS, the problem of domestic violence is not confined to any group or groups of people, but crosses all economic, racial, gender, educational, religious, and societal barriers, and is sustained by societal indifference; and

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity due to the systematic use of physical, emotional, sexual, psychological, and economic control and/or abuse; and

WHEREAS, victims should have help to find the compassion, comfort, and healing they need, and domestic abusers should be punished to the full extent of the law; and

WHEREAS, it is battered women themselves who have been in the forefront of efforts to bring peace, equality, and healing to our homes and communities; and

WHEREAS, local programs, state coalitions, national organizations, and other agencies nationwide are committed to increasing public awareness of domestic violence and its prevalence, and to eliminating it through prevention and education.

NOW, THEREFORE, BE IT RESOLVED, in recognition of the important work done by domestic violence programs and victims' service providers, the Commissioners of Pike County, Pennsylvania, do hereby proclaim the month of October 2020 as Domestic Violence Awareness Month and urge all citizens to actively participate in the scheduled activities and programs sponsored by the Victims' Intervention Program to work towards the elimination of personal and institutional violence against women and girls.

Attested:

Gary R. Orben, Chief Clerk
October 21, 2020

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Steven R. Guccini, Commissioner

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THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

PIKE COUNTY RESOLUTION 20-27 TRANSFER OF FUNDS WITHIN THE BUDGET

WHEREAS, the Pike County Commissioners intended to refinance most Bonds that are in existence in Pike County. Specifically, Bond 2012 B, Bond 2015 and 2019A (Wayne Bank Loan); and

WHEREAS, actual refinancing of the Bonds occurred on September 30, 2020; and

WHEREAS, once the above Bonds and Bank Loan have been refinanced there are certain monies to be transferred into different accounts; and

WHEREAS, upon satisfying the Bank Loan there will be One Million Three Hundred Six Thousand Forty-Three Dollars and Sixty-Six Cents (\$1,306,043.66) that is presently in the Wayne Bank that is deemed as taxable; and

WHEREAS, there is Three Hundred Seventy-One Thousand Five Hundred Two Dollars and Seventy-Three Cents (\$371,502.73) in the Wayne Bank recognized as non-taxable; and

WHEREAS, there is debt service funds ear marked in the amount of Three Million Three Hundred Six Thousand Eight Hundred Thirty-One Dollars and Sixty-Six Cents (\$3,306,831.66 tax exempt) which was to be used to pay the present Bonds in existence.

NOW, THEREFORE, be it resolved:

1. Upon satisfying the Wayne Bank Loan 2019 B Note One Million Three Hundred Six Thousand Forty-Three Dollars and Sixty-Six Cents (\$1,306,043.66) was deemed as taxable funds shall be ear marked for the taxable Project Fund; and
2. Further, Three Hundred Seventy-One Thousand Five Hundred Two Dollars and Seventy-Three Cents (\$371,502.73) which is non-taxable shall be transferred from the Wayne Bank Loan 2019 A Note to the tax exempt Project Funds.
3. It is further resolved that monies that are presently in the unrestricted Reserve Debt Service Funds in the amount of approximately Three Million Three Hundred Six Thousand Eight Hundred Thirty-One Dollars and Sixty-Six Cents (\$3,306,831.66) shall be retained in such unrestricted reserve fund.

GIVEN under our hands and seal of the Pike County Commissioners of Pike County this 21st day of October 2020.

PIKE COUNTY BOARD OF COMMISSIONERS

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Steven R. Guccini, Commissioner

Attest:

Gary R. Orben, Chief Clerk

PIKE COUNTY COMMISSIONERS

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RESOLUTION NO. 20-28 NAMING TD BANK AS ESCROW AGENT AND AUTHORIZING THE TREASURER'S OFFICE TO EXECUTE DOCUMENTS RELATING TO THE SERIES 2012 REFUNDING ESCROW

The undersigned, the duly elected and qualified secretary/clerk of the County of Pike, a Pennsylvania municipality (hereinafter referred to as the "County"), hereby certifies that the following Resolutions were duly adopted by the Board of Directors of said County, said Resolutions having been adopted on the 21st day of October 2020, and that said Resolutions have not been modified or rescinded and are still in full force and effect as of the date hereof.

RESOLVED, that the Board of Directors of the County of Pike hereby appoints TD Bank, N.A. (hereinafter referred to as the "Bank") as Escrow Agent of certain financial assets of the County; and

FURTHER RESOLVED, that the persons designated below are hereby authorized and empowered to take such actions and to execute and deliver such documents as may be necessary to discharge the County's obligations with respect to the appointment of the Bank as Escrow Agent and with respect to issuing instructions to enable the Bank to discharge its obligations as Escrow Agent of the County's assets:

Printed Name	Title	Signature
John Gilpin	_____	_____
Sherry Wolf	_____	_____
Angela Innella	_____	_____

IN WITNESS WHEREOF, the undersigned has executed this Certificate on the 21st day of October, 2020.

Printed Name: Gary R. Orben
Title: Chief Clerk

STATE OF PENNSYLVANIA
COUNTY OF PIKE

, ss.

Personally appeared the above-named Gary R., Orben, Chief Clerk of the Pike County Board of Commissioners, who made oath that the foregoing Certificate by him/her subscribed is true.

Printed Name:
Notary Public/Attorney at Law

Internal

Revised 6/22/05

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THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

RESOLUTION NO. 20-29 DESIGNATION OF AGENT

BE IT RESOLVED, by the Board of Commissioners of Pike County, PA that Brian Snyder, Community Planner is hereby authorized to execute for and on behalf of Pike County, PA, a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program (HMGP) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).

Passed and approved this 21st day of October, 2020.

PIKE COUNTY BOARD OF COMMISSIONERS

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Steven R. Guccini, Commissioner

CERTIFICATION

I, Gary Orben, duly appointed and Chief Clerk of Pike County, PA do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Pike County Commissioners on the 21st day of October 2020.

(Signature)

Chief Clerk
(Official Position)

10/21/20
(Date)

PIKE COUNTY COMMISSIONERS

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COMMISSIONERS



GARY R. ORBEN
CHIEF CLERK

THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

RESOLUTION NO. 20-30 PIKE COUNTY DCED-CDBG PROGRAM

A Resolution of Pike County, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant program.

WHEREAS, the need exists within Pike County for financial assistance renters, creation of a new food pantry; and transportation services for people with disabilities; and

WHEREAS, Pike County's Board of Commissioners has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds and represent the non-entitlement communities within the county; and

WHEREAS, Pike County wishes to request Community Development Block Grant funding for federal fiscal year 2020 to address these needs; and

WHEREAS, Pike County has undertaken a considerable community participation process including written invitations to municipalities and nonprofit organizations, informational meetings, hearings, and legal notices all of which culminated in the prioritization of projects and development of a Three-Year Community Development Plan; and

WHEREAS, the Pike County Board of Commissioners has determined that rental assistance, the creation of a new food pantry, and transportation services for people with disabilities meet the requirements of the Community Development Block Grant Program by assisting low- to moderate-income residents of the County; and

WHEREAS, it is necessary and in the public interest that Pike County, Pennsylvania receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant; and

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 request to the Pennsylvania Department of Community and Economic Development as follows:

1. Request of \$124,564 for Family Promise of Monroe County - Rental Assistance
2. Request of \$100,000 for Bushkill Outreach - Food Pantry Expansion
3. Request of \$57,369 for Administration

2. The Chairman of the Pike County Board of Commissioners is authorized to have prepared the necessary forms and documents to submit an application to the Pennsylvania Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid;

3. The Pike County Board of Commissioners of Pike County directs and designates Robert Ruiz, Executive Director of Human Services, to act in all matters in connect with this application and Pike County's participation in the Commonwealth of Pennsylvania Community Development Block Program; and

4. Pike County officials and staff are directed to do any and all acts necessary to carry out the intent of this resolution.

BE IT FURTHER RESOLVED, if Community Development Block Grant funds are determined by the Pennsylvania Department of Community and Economic Development to be expenses on ineligible program costs or do not meet a national objective, the Board of Commissioners of Pike County agrees to repay the proportion deemed ineligible from non-federal sources.

DULY RESOLVED, this 21st Day of October, 2020, by the Board of Commissioners of Pike County, in lawful session duly assembled.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Steven R. Guccini, Commissioner

Attest:

Gary R. Orben, Chief Clerk

October 21, 2020

PIKE COUNTY COMMISSIONERS

PIKE COUNTY ADMINISTRATION BUILDING
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COMMISSIONERS



GARY R. ORBEN
CHIEF CLERK

THOMAS F. FARLEY, ESQUIRE
COUNTY SOLICITOR

RESOLUTION NO. 20-31

PIKE COUNTY SECTION 3 ACTION PLAN

A Resolution of Pike County, Commonwealth of Pennsylvania, to adopt the Pike County Section 3 Action Plan

WHEREAS, the County of Pike is a recipient of Federal funds for housing and other Community Development Programs; and,

WHEREAS, the Housing and Urban Development Act of 1968 as amended requires that when such financial assistance generates economic opportunities, the recipients of such funds shall to the greatest extent feasible extend such economic opportunities to low-and very low income persons , particularly to recipients of government assistance for housing and to businesses that provide economic opportunities for such persons; and,

WHEREAS, the requirements of Section 3 apply to housing and community development activities that include housing construction and other public construction projects undertaken with such Federal funds; and,

WHEREAS, under certain circumstances, such requirements only apply to the recipient of the Federal funds, and under certain circumstances, such requirements may also apply to the contractors and the subcontractors benefitting from the Federal funds.

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

1. The Section 3 Action Plan shall be adopted; and
2. The County of Pike shall comply with the above-referenced Section 3 Action Plan when undertaking applicable construction projects.

DULY RESOLVED, this 21st Day of October, 2020, by the Board of Commissioners of Pike County, in lawful session duly assembled.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Attest:

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Steven R. Guccini, Commissioner

Gary R. Orben, Chief Clerk
October 21, 2020

Wednesday, October 7, 2020

The first regular meeting of October 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 October 7, 2020 Agenda.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the September 16, 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 September 21, 23, 29, 30 and October 1, 2020 Commissioners’ Conference Minutes.

VOTE: Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Commissioner Guccini abstained from the September 21st Conference due to his absence. Motion carried.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve payment from **GENERAL FUND (County Bills)**, in the amount of **\$346,299.95**, 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 **PIKE COUNTY EMPLOYEES HEALTH INSURANCE FUND**, in the amount of **\$358,141.45**.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve exonerations of 45 properties from the 2020 Judicial Sale, as presented by Cynthia Gehris, Tax Claim Bureau Director.

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 **NATASHA SMOLINSKI** as a part-time Clerk II for District Justice Magistrate Cooper’s Office, for less than 1000 hours per year, effective September 29, 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 acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **KERRY THOMPSON, CHRISTOPHER VALENTI, JOHN GARLEY AND AUSTIN MAURER** as full-time Correctional Officers for the Correctional Facility, for a 40 hour work week, effective October 5, 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 acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **STEVEN MICKNICK** to fill a full time Maintenance position for the Correctional Facility, for a 40 hour work week, effective October 5, 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 award the bids for frozen foods and groceries for the Correctional Facility as follows: Mivila Foods - \$77,487.35; Keyco Distributors - \$25,663.08; Driscoll Foods - \$31,948.42; and Sysco Foods - \$17,542.35.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to open bids for the Pike County Correctional Facility Waste Water Treatment Plant Controls Building Roof Replacement Project.

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

Solicitor Farley opened the following bids received for the roof replacement: Dunmore Roofing - \$54,500 with additional items of \$900, the total bid of \$55,400; and Grimm Construction - \$69,370 with additional items of \$605.00, the total bid

of \$69,975.

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to table the bids received until October 21, 2020 for the Pike County Correctional Facility Waste Water Treatment Plant Controls Building Roof Replacement Project.

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

NEW BUSINESS:

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint Jeff Shook to the Pike County Economic Development Authority to fill an unexpired term ending December 31, 2022.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Juvenile Court Judges' Commission Grant Agreement for \$46,651.51, Financial Statement and Letter of Compensation on behalf of the Juvenile Probation Office.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the proposal from L.J. Bogumil, as recommended by the Prison Board, for the static pressure monitoring at 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 FY 2020/21 Purchase of Service Agreement between Cornell Abraxas Group, Inc. and the County of Pike, on behalf of Children & Youth Services.

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 Senior Rental Assistance Contract #43, 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 award the Covid-19 County Relief Funds as per the attached list.

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

Commissioner Guccini announced that one of those is an award of \$4,550 to the United Way of Pike County and that he is President of the Board of the Pike County of United Way. I did not have anything to do with submitting the application. It was filled out by another Board member, I kept myself out of that process. Ron (Commissioner Schmalzle) is recusing himself from all voting on this side so that we have a quorum on voting.

Commissioner Osterberg said we have hired Hailstone & Associates along with the assistance of Robert Ruiz and Kayla Orben and their office to take in the applications and to identify how people would qualify for the funds. I know that they did a stellar job. It was a job that we, the Commissioners, for obvious reasons like what Steve just said, we are all part of this community and it was best that we as Commissioners stayed out of that process. We allowed them to do it through a matrix and a formula that they came up with so that we are sure that everybody received what they are due. We are very appreciative of what they've done. This took months to do as the rules were constantly being re-identified by DCED.

There are some people who may have put in applications, who didn't qualify. There was no intention of asking people to put in applications knowing that they didn't qualify. There are 58 on the list and there were a few others that applied and for some different reasons they didn't qualify.

Director of Human Services Robert Ruiz thanked the Commissioners and Sara (Hailstone) and her associates, Jessica and Shannon, along with Kayla (Orben) who has really helped us move forward with this entire project. We created categories that would fit into: Sole Proprietor, Hospitality and Tourism, Municipality, Non-Profit, EMS, Mental Health, Drug and Alcohol, PPE, Broadband and the County's expenses as well. We created an on-line application to fill out the application and submit to us on line so we stay safe during this process. We reviewed all of the applications into different categories. We made sure that COVID assistance funds were individuals and businesses that needed assistance to help move past this crisis. We also assisted businesses with PPE with individuals who needed extra expenses with protecting their businesses and keeping them safe from fines and for themselves as well. This COVID-19 County Relief Block Grant is over \$5M from DCED and it is from the CARES Fund that was from the Federal Government and trickled down to the State and has trickled down to us. There are still some under review, there are some businesses that we still have to reach out and ask for more information because they are still under review. However, we did not want to hold up these other applications in the process right now. We felt it was important to present them to you as soon as possible when the applications were reviewed.

Reporter Chris Jones asked about the "other ones" that you have to finalize, is there other rounds? There is several million left in the pot. Rob answered there is about \$1M left in the pot. We are currently under review for the County's expenses and some other businesses that we needed more information on because rules were changing as we were going along and we're trying to follow them as best we can.

Reporter Chris Jones asked if there was \$5M total? Rob said yes. Chris said there is only \$2M here. Rob answered \$2.6M and those will all be presented once we allocate them and once we figure out where they would be funded.

Reporter Chris Jones said some of the larger sums for the bigger corporations, what's the basis here? Is it based on lost revenue? Rob Ruiz replied lost revenue, administration costs and also if you have rent or mortgages. They had to prove to us what amount of revenue they lost as well. All of it can also be PPE expenses as well.

Commissioner Guccini added that he thinks there are two general ideas here. Number one, as a County, we are not sure yet if we're going to be reimbursed for losses and for things we spent money on from other sources outside of this. There is money still in here for the County, but we may get money from other sources and that is still an unknown. Our general

idea was to make sure that we could do our best to keep the County whole so we weren't increasing taxes and hopefully, we really won't have to. We started the budgeting process now to make as much money as we could available to businesses and non-profits who have suffered through this so that was the general gist of what we are trying to do within the context of this is Federal money so there are rules and regulations from both the Federal government and the State government (it came from the Feds through the State). I think that is a summary of what we were trying to accomplish and also I think Rob and Sara and everybody who works with them.

Reporter Chris Jones asked for the spelling of Sara's last name and Sara replied H-A-I-L-S-T-O-N-E. She added that Hailstone Economics is the name of the firm and her first name is spelled S-A-R-A.

Sara Hailstone said she wanted to clarify that the County received over \$5M in block grant funds (\$5,040,000). We had set aside a little over \$3M for business and non-profit and PPE. We're doing \$2.6M today and we have about \$1M left in that fund. There are additional funds in the overall \$5M as the Commissioners were explaining that will go to other community based expenses related to COVID, we are still trying to figure out where that all goes. Commissioner Guccini added that the other part of this was to try to use the formulas and criteria that they used for each recipient. I believe that there are some counties who got this money and just said like we have 200 applicants and, if they all qualify, we're going to give all 200 the same amount of money. Some counties did that, didn't they? Sara Hailstone said she believed so and some counties aren't even giving money to their non-profit community, they're keeping it all in-house. This is unique in the way we went about it and we did our best and the businesses and non-profits were wonderful providing us with information, but as you know, everyone is hurting and so we did our best to stretch the dollars in the best possible way to support the community with their needs.

Commissioner Osterberg added that it's important to note that we recognized every business. It didn't make a difference if it was an office or if it was tourist based, everybody had an opportunity to put in an application. You can look down the list and you will see there are some law firms, non-profits, hospitality, townships, some churches and all of them fit into the matrix or the rubric that you use to be able to identify that they would get money. Some of this money was strictly for PPE for some of them. Some of it was for the other criteria that they met. There was different criteria that they could meet under what Robert (Ruiz) talked about earlier for PPE and a number of other uses. That is why you see dentist offices and township offices and retail stores and, in some cases, quarries. All of them qualified in some form or another underneath the guidelines. I want to stress that this is why this took some time to do. There's going to be an audit by someone at some point in the future and we need to be sure that what we did is that all the T's are crossed and all the I's are dotted. When it's not, we're going to have to go back to them and say this isn't the case and no one wants to go back and say you need to give us the money back, no one wants to do that.

Reporter Chris Jones asked Sara Hailstone you evaluate the financials, what is your expertise in that area? Sara said 20 years of community based grant and loan program administration, primarily doing it on the side of municipalities. Before Hailstone Economics started, I worked for a number of municipalities who needed me to administer community based loan and grant requests. I have a Masters Degree in Public Administration and I have two other people on my team. Commissioner Osterberg said Hailstone is also the Consultant for our Community Development Block Grant programs that pre-date COVID and that's why we chose her to do this, she has helped us. There was a gentleman by the name of Marvin Brotter, he had that role up until last year and, unfortunately, Marvin passed away. We then hired Hailstone and then this all occurred and it was a perfect fit for both of us.

MISCELLANEOUS: None.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

Reporter Chris Jones asked Commissioner Schmalzle to identify his business interests that he recused himself from. Commissioner Schmalzle answered that it became evident very early in the process that I was too connected to the business community, either in ownership or in management. Pine Forest Camp - I have been the Executive Director for over 25 years. I own Recreation Management Corporation and that operates Ski Big Bear and Costa's Family Fun Park. Commissioner Osterberg added that Ron had absolutely nothing to do here. Ron took himself out of the process, but also had nothing to do with submitting the applications. It was entirely his staff that did that. We understood that there needed to be an arm's length distance from him for that, even though he wasn't voting and had nothing to do with the process through Rob and Sara's organization, as me and Steve did neither. That's why up until a few days ago, while we were discussing how the process was going, we didn't know any of this. Me and Steve were not sitting here and looking at people's financials making decisions. That was done away from us and we trusted that was the best way for us to do this. People feel there was some impropriety, but there was absolutely nothing.

Reporter Chris Jones said, getting back to the policy of getting permits for events at the Courthouse, I got an email saying I was invited to attend a "Public Square Rosary Rally" Saturday, October 10th @ Noon at the Pike County Courthouse, did you give an approval for that? Commissioner Osterberg answered yes they did. They send in their approval letters all the time and then we forward it to the Borough and the Sheriff just to be consistent with anything that is happening on County property.

Reporter Chris Jones mentioned that he saw the big boom out here yesterday, is that for the flagpole? Commissioner Osterberg answered yes they put the new flagpole up and we took down the old one. Commissioner Schmalzle and I were over there watching them take down the flagpole which was put up in the 40's. We looked at the top of the flagpole, which looked like a copper ball on the top, only in Pike County would that be a copper toilet tank ball!

Reporter Chris Jones asked about the Community House, what's going on there? Commissioner Osterberg said the Community House is putting a new entranceway in off the corner leading up to the building. Beautiful stonework, replicating what is a little further down the street with the half-moon that the Rotary Club did a number of years ago, in the shape of a keystone. There's going to be a sign included in that. The Community House Board has been working on putting a sign up to identify our partners in the building for 3 years now and our architect, Richard Briganti, came up with a magnificent design which is available in this brochure. Chris Jones then asked who is paying for that? Commissioner Osterberg answered the Community House Board through fundraising efforts.

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, OCTOBER 21, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

COVID-19 COUNTY RELIEF FUND

Subgrantee Name	Total Award
About Face Orthodontics, PC	\$40,735.23
Burn the Ships CrossFit	\$16,500.00
CAI Consulting Group	\$7,170.00
Carbon Monroe Pike D&A Inc	\$30,367.35
Carbon Monroe Pike MHDS	\$8,400.00
Care HSL Belle Reve Opco LLC	\$11,062.23
Center for Developmental Disabilities of Pike County	\$65,561.00
Church of Saint Patrick	\$2,183.64
Church of the Good Shepherd & St. John the Evangelist	\$12,500.00
Country Ark Farm	\$84.21
Delaware Township	\$13,959.96
Dingman Township	\$85,370.48
ElmTree Wellness Center	\$2,022.37
Epilepsy Foundation of Eastern PA	\$2,977.00
Family Promise of Monroe County	\$24,890.00
Fauchere Hospitality	\$5,971.38
GAIT TRC	\$13,870.00
Greater Pike Community Foundation	\$15,145.00
Green Trees Early Learning Center	\$32,130.51
Gresham's Chop House, Inc.	\$21,376.91
Gresham's Ice Cream Shoppe LLC	\$1,063.66
John A Poka Law Office	\$1,890.00
Judy's	\$4,460.00
Lackawaxen Township Volunteer Ambulance Service Inc.	\$3,670.99
Lake Region Development VI	\$17,565.00
Mario's Meat Market	\$9,275.00
Milford Borough	\$22,035.72
Milford Borough (for EMS)	\$114,165.90
Milford Township	\$17,950.00
Milford United Methodist Church	\$13,689.44
Mindys Jewels	\$2,025.00
Patricia Ann Groll	\$4,100.00
Pennsylvania Elks Major Projects	\$97.15
Peters Europa House	\$6,652.16
Pike County Chamber of Commerce	\$12,028.43
Pike County Historical Society	\$12,775.00
Pike County Public Library	\$32,071.14
Pine Forest Camp	\$70,084.00
Pocono Environmental Education Center	\$51,308.24
Pocono Mountains Visitors Bureau	\$38,952.97
Pocono Mountains Visitors Bureau-Milford Visitors Center	\$1,650.14
Promised Land Sportsmen Association, Inc.	\$3,850.00
Recreation Management Corporation	\$162,092.54
Silver Birches Resort	\$348,763.83
Springbrook Enterprises Inc	\$110,000.00
St. Joseph's R.C. Church	\$870.51
Suzan Capitelli	\$12,750.00
The Chamber of the Northern Poconos	\$26,695.96
The East Shore LLC	\$7,808.82
The Singer Group LLC dba Lakota Healthcare	\$8,032.76
Timeless Tile	\$4,725.00
United Way of Pike County	\$4,550.00
Van Gorders Furniture	\$40,935.00
Westfall Township	\$57,456.05
William B Haggerty, D.D.S.	\$4,303.88
Wise Guys Barbershop LLC	\$900.79
The Woodloch Spa Resort LP	\$333,630.26
Woodloch Pines Inc.	\$681,811.34
TOTAL	\$2,658,963.95

**Commissioners' Conference
Wednesday, October 7, 2020**

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher payable to Delaware Run for Senior Housing Subsidy for October 2020 for \$1,623, on behalf of the Human Services Office.

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

The Commissioners reviewed the Service Management & Access Inc. (SAM) Contract.

The Commissioners had a telephone conference with Staci Sullivan of Enterprise to discuss the County's vehicle lease agreement.

Commissioners' conference was adjourned.

**Commissioners' Conference
Thursday, October 15, 2020**

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

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

GENERAL FUND (County Bills).....\$394,333.68

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Proposal from Lattimore Construction for the sidewalk on West High Street running along side of the Courthouse for \$9,200.

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

The Commissioners met with Ryan Haller and John Hollister of CM3 Building Solutions to discuss their Energy Conservation Services relating to the lighting in the buildings at the Milford Complex, the cupola at the Courthouse and windows of County buildings. CM3 to present a more detailed proposal.

Commissioners' conference was adjourned.

**SALARY BOARD
OCTOBER 7, 2020**

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Guccini, to convene Salary Board.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Guccini, approve the September 16, 2020 Salary Board Minutes.

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

MOTION by Commissioner Osterberg and seconded by Commissioner Guccini, to set the pay of **NATASHA SMOLINSKI** at \$11.00 per hour, as a part-time Clerk II for District Justice Magistrate Cooper's Office, for less than 1000 hours per year, effective September 29, 2020, with no benefits. This is a replacement position.

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

MOTION by Commissioner Osterberg and seconded by Commissioner Guccini, to set the pay of the following individuals at \$17.37 per hour, per Union Contract, as full-time Correctional Officers for the Correctional Facility, for a 40 hour work week, effective October 5, 2020, with benefits after 90 days: **KERRY THOMPSON, CHRISTOPHER VALENTI, JOHN GARLEY AND AUSTIN MAURER.**

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

MOTION by Commissioner Osterberg and seconded by Commissioner Guccini, to set the pay of **STEVEN MICKNICK** at \$15.00 per hour, to fill a full time Maintenance position for the Correctional Facility, for a 40 hour work week, effective October 5, 2020, with benefits after 90 days. This is a replacement position.

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

MOTION by Commissioner Osterberg and seconded by Commissioner Guccini, to set the pay of **MELISSA RINALDI** at \$15.52 per hour, due to her transfer from the Recorder of Deeds Office to Planning Assistant in the Community Planning Office, for a 40 hour work week, effective November 2, 2020, with continued benefits. This is a replacement position.

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

MOTION: by Commissioner Guccini and seconded by Commissioner Osterberg, to adjourn Salary Board.

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

Salary Board Meeting Adjourned.