

AGENDA  
WEDNESDAY, OCTOBER 6, 2021, 11:00 A.M.  
PIKE COUNTY COMMISSIONERS' MEETING

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

**PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA**

1. Approve October 6, 2021 Agenda.
2. Approve September 15, 2021 Meeting Minutes.
3. Approve September 22 and 29, 2021 Conference Minutes.
4. Approve payment from **GENERAL FUND (County Bills)**..... \$911,869.06

**PERSONNEL**

1. Motion to acknowledge receipt of a letter from the Courts that they have hired **SARAH JOHNSON** as a Probation Officer for the Adult Probation Office, for a 40 hour work week effective October 18, 2021, with benefits after 90 days. This is a replacement position.
2. Motion to hire **TATYANA SHPOLYANSKY** as a Housekeeper in the Maintenance Department, for a 40 hour work week, effective October 4, 2021, with benefits after 90 days. This is a replacement position.

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

**SALARY BOARD**

1. Motion to approve the September 15, 22 and 29, 2021 Salary Board Minutes.
2. Motion to set the annual pay of **SARAH JOHNSON** at \$41,600, as a Probation Officer for the Adult Probation Office, for a 40 hour work week effective October 18, 2021, with benefits after 90 days. This is a replacement position.
3. Motion to set the pay of **TATYANA SHPOLYANSKY** at \$15.00 per hour, as a Housekeeper in the Maintenance Department, for a 40 hour work week, effective October 4, 2021, with benefits after 90 days. This is a replacement position.
4. Motion to adjourn Salary Board.

**Motion to reconvene the Commissioners' Meeting.**

**OLD BUSINESS**

1. Motion to award the bids for frozen foods and groceries for the Correctional Facility as follows: Mivla - \$57,832.82; Sysco - \$25,170.79; Bernard - \$13,120.12; Driscoll - \$71,044.81; and Keyco - \$20,157.62.
2. Motion to open bids received the 2021 winter snowplowing and ice control for the following roads as one bid: Brooks Road, Old Owego Turnpike from Raymondskill Rd. to Route 6, Stone Quarry Road by Eureka and Tower Road.

**NEW BUSINESS**

1. Motion to adopt Resolution No. 21-36, Domestic Violence Awareness Month, October 2021.
2. Motion to appoint Justin Genzlinger to the Lake Wallenpaupack Watershed Management District Board of Directors to fill an unexpired term ending December 31, 2022.
3. Motion to execute the amended Contract between Serving Seniors Inc., and the County of Pike, on behalf of the Area Agency on Aging.
4. Motion to authorize the Chairman to execute Change Order No. 1 between Tectonic and the County of Pike, for an additional \$3,790 for change in time exerted in the field for the Springbrook Road over Rattlesnake Creek project.
5. Motion to approve the Human Services Payment Vouchers from ERAP funds for \$24,626.45, PHARE funds for \$19,469.75 and HSDF funds for \$905.04, on behalf of the Human Services Office.
6. Motion to approve the Affordable Housing Fund Payment Voucher payable to Delaware Run Associates for October 2021 housing subsidy in the amount of \$2,095, on behalf of the Human Services Office.

**MISCELLANEOUS**

- Conservancy Initiatives and Funding Gaps Presentation- Steven Schwartz and Trey Talley, Delaware Highlands Conservancy.
- PennState Extension Calendar of Events – October 15-31, 2021.

**PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:**  
**THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON**  
**WEDNESDAY, OCTOBER 20, 2021, AT 11:00 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, ESQUIRE  
COUNTY SOLICITOR

## RESOLUTION NO. 21-36 DOMESTIC VIOLENCE AWARENESS MONTH – OCTOBER 2021

**WHEREAS**, 1 in every 4 women will experience domestic violence during her 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 abuse survivors 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; and

**NOW THEREFORE**, in recognition of the important work done by domestic violence programs and victims' service providers, we, the Commissioners of Pike County, Pennsylvania, do hereby proclaim the month of October 2021 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.

PIKE COUNTY COMMISSIONERS

Matthew M. Osterberg, Chairman

Attest:

Ronald R. Schmalzle, Vice-Chairman

Gary Orben, Chief Clerk  
October 6, 2021

Steven R. Guccini, Commissioner



## PennState Extension

# Penn State Extension October 15-31, 2021 Events

### COMMUNITY DEVELOPMENT

#### SPOTTED LANTERNFLY

Have you seen this insect? It is the Spotted Lanternfly, a very invasive species.

**Pike County is now in the quarantine area.** If you have spotted this insect, please contact your local Penn State Extension office immediately or call our hotline at 1-888-422-3359 with questions on spotted lanternfly management or to report a sighting.

Learn about the Spotted Lanternfly (SLF), and what action you can take to stop the spread of this invasive insect that is threatening the northeastern United States, especially southeastern Pennsylvania from our website: <https://extension.psu.edu/spotted-lanternfly>



Photo: Holly Roguza, Pennsylvania

#### 4-H/YOUTH:

#### ADULTS: WE NEED YOU!!

**Pike County 4-H** is in desperate need of adult volunteers to lead youth groups! Share what you are passionate about with kids who are interested in learning a new skill or hobby. As a Group Leader, you determine the time you spend in the activity that you choose to do. 4-H will help with supplies and support. Consider volunteering your time to make a difference in a child's life. **4-H is open to youth ages 5-18**, unless otherwise noted. Contact Penn State Extension in Pike County for more information on the 4-H program by calling 570-296-3400 or send an email to the 4-H coordinator, Angela Smith, at [axs1397@psu.edu](mailto:axs1397@psu.edu) Please like us on Facebook at <https://www.facebook.com/PikeCountyPa4H/>.

#### WATER:

Penn State offers **Drinking Water** testing through the Penn State University Lab or through Prosser Labs. Call the office at 570-832-2800 to arrange to pick-up test kits and information. Collect the sample and bring to the office on Thursday mornings between 8:30 and 11am. Test results take one to three weeks or more depending on the test. For more information on Water Quality, visit: <http://extension.psu.edu/natural-resources/water>, or call us at 570-832-2800.

### ONLINE COURSES

**Spotted Lanternfly Permit Training for Business: Pennsylvania- Spotted Lanternfly** is an invasive insect that can damage many crops. To stop its spread, Pennsylvania Dept of Ag issued a quarantine for counties where the presence of the pest has been confirmed. **Businesses operating in the quarantine zone must have a permit to move equipment and goods within and out of the zone.** This free course is designed to train designated employees how to comply with the quarantine, who will in turn train other employees. Please visit: <https://extension.psu.edu/spotted-lanternfly-permit-training> for more information. There is no fee for this course.

**Food Safety Certification Exam Preparation Forum-** This course is intended to prepare those who have participated in the Penn State Extension TAP Series Online Food Safety Course, or an in-person ServSafe Class to take the ServSafe Food Manager Certification Exam. For more information and to register, please visit: <https://web.event.com/event/1293eebd-188f-4b36-9602-743d45ca056a/summary>.

**Teach for Forests: Forest Education for Teachers and Youth Leaders-** WLearn about trees, wildlife, water, and ecology. Learn to teach children and teens with activities and through curriculum recommendations. For more information and to register, please visit: <https://extension.psu.edu/teach-for-forests-forest-education-for-teachers-and-youth-leaders>. There is a \$119.00 fee for this course.

## **WEBINARS**

**Kinship Family Forum: Caring For Children and Youth Dealing With Trauma and Special Needs-** 10/20/2021 12:00pm During this informative event, you will learn new strategies and resources to help deal with difficult situations. For more information and to register, please visit: <https://extension.psu.edu/kinship-family-forum-caring-for-children-and-youth-dealing-with-trauma-and-special-needs>. There is no fee for this webinar.

**Water Webinar Series: Coliform Bacteria and E. coli Bacteria in Water Wells and Springs-** 10/20/2021 1:00pm. Learn about the effects of bacteria found in your wells and drinking water and find out what you can do to reduce contamination. For more information and to register, please visit: <https://extension.psu.edu/water-webinar-series-coliform-bacteria-and-e-coli-bacteria-in-water-wells-and-springs>. There is no fee for this webinar.

**Cooking for Crowds: A Volunteer's Guide to Safe Food Handling-** 10/21/2021 and 10/28/2021 6:00-7:30pm. This webinar program is geared to volunteers preparing food for events such as church fund raisers, fire company barbecues, booster club bake sales, and the many other types of events where food is served to the public. For more information and to register, please visit <https://extension.psu.edu/cooking-for-crowds-webinar>. There is a \$5.00 fee for the webinar.

**Broadleaved Evergreen Identification-** 10/22/2021 and 11/19/2021 8:00-10:30am. Earn 2 recertification credits in categories 06, 18, and 23 or ISA certified arborist credits during this event, and improve your ability to identify and use broadleaved evergreens in Pennsylvania. To register, please visit: <https://extension.psu.edu/broadleaved-evergreen-identification>. There is a \$35.00 fee for this webinar.

**Healthy Living for Your Brain and Body-** 10/22/21 9:30am. Lean about new research in healthy aging and strategies for aging well. For more information and to register, please visit: <https://extension.psu.edu/healthy-living-for-your-brain-and-body>. There is no fee for this webinar.

**Mental Health First Aid: Older Adults-** 10/25/2021 1:00pm. Mental Health Awareness is such an important factor in knowing how to help those in crisis find the help and care they need. The focus of this training is on older adults and aging challenges. You will have a better understanding of older adult culture and perspective. For more information and to register, please visit: <https://extension.psu.edu/mental-health-first-aid-older-adults>. There is a \$35.00 fee for this webinar.

**Water Cooler Talk: Riparian Buffer Ecosystem Services-** 10/27/2021 12:00pm. Lean about current work happening in the water resource field and have the opportunities to ask questions and share ideas with professionals. For more information or to register, please visit: <https://extension.psu.edu/water-cooler-talk-riparian-buffer-ecosystem-services>. There is no fee for this webinar.

**Advice From the Community Forest: Ask the Experts-** 10/27/2021 12:00pm Join our panel of Extension Urban Foresters and DCNR Beauty of Forestry personnel for a Q&A on municipal and community tree management. For more information, and to register, please visit: <https://extension.psu.edu/advice-from-the-community-forest-ask-the-experts>. There is no fee for this webinar.

**Water Webinar Series: The Effects of Water Quality on Gardening and Irrigation-** 10/27/2021 1:00pm. Water quality has an effect on your garden; learn what to look for to prepare for next year! For more information and to register, please visit: <https://extension.psu.edu/water-webinar-series-the-effects-of-water-quality-on-gardening-and-irrigation>. There is no fee for this webinar.

**Let's Cook at Home: Charcuterie Boards-** 10/28/2021 6:00pm Learn how to make a charcuterie board for a fun meal or appetizer with friends and family! For more information and to register, please visit: <https://extension.psu.edu/lets-cook-at-home-charcuterie-boards>. There is a \$10.00 fee for this webinar.

Please visit <https://extension.psu.edu> to search for more topics that may be of interest, or visit <https://extension.psu.edu/aboutme> to sign up to have up-to-date information of your choosing emailed directly to you.

**Wednesday, September 15, 2021**

The second regular meeting of September, 2021 of the Pike County Commissioners was called to order by Commissioner Osterberg at 11:00 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 Thomas Farley.

***Public Comments/Questions concerning today’s agenda.***

**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.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the September 15, 2021 Agenda.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the September 1, 2021 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 8, 2021 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 the GENERAL FUND (County Bills), in the amount of **\$1,196,978.33**, 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 **MONICA RYAN-SCHATZ** as Tip Staff for the Courts, effective September 13, 2021, with no benefits. This is a replacement position.

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

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

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

**A SALARY BOARD MEETING WAS HELD.**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to reconvene the Commissioners’ Meeting.

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

**OLD BUSINESS:**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to open bids received for the groceries and frozen foods bids for the Correctional Facility.

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

Solicitor Farley opened the following bids: Driscoll Foods, \$251,645.05; Sysco Foods, \$155,052.29; Mivilla, \$216,767.52; Keyco, \$162,721.22; and Bernard Food Industries, \$13,120.12.

Solicitor Farley suggested that they table the bids for one meeting, maybe two.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to table the award of bid received for the groceries and frozen foods bids for the Correctional Facility until October 6, 2021.

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

**NEW BUSINESS:**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 21-32, Notice of Intent to Participate In, and Approving an Application for a Grant Under the Pike County Scenic Rural Character Preservation Program.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 21-33, National Preparedness Month, September 2021.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 21-34, National Recovery Month, September 2021.

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

Commissioner Osterberg said there are some people here from Carbon-Monroe-Pike Drug& Alcohol, and

Commissioner Guccini read Resolution No. 21-34 aloud.

Commissioner Osterberg said Shannon Wisniewski is here, Pike County Outreach Supervisor of Carbon-Monroe-Pike Drug & Alcohol, and we'll have her speak to what their doing to recognize recovery month. It is important for us to remember that the County Commissioners always support all of these programs that are so important. Last month on the front of the Courthouse we remembered those who, unfortunately, succumbed to many of these addictions, particularly the opioid addiction. It is just as important that we recognize the people that have found sobriety and have found recovery programs and continue to do that. We need to support them and remove the stigma that revolves around them, whatever that addiction may be. Over the years we've supported Smart Recovery, we supported AA and also the Reentry Program is part of all of these components with this when it comes to Choosing Integrity. All of these individuals need our help to get over this, plus their families and friends. I know you have some things planned for this month and I'll let you (Shannon Wisniewski) speak to that.

Shannon Wisniewski said we planned our Celebration of Recovery event, this Saturday, September 18<sup>th</sup> at Akenac Park from 10AM-1PM. We have a number of community organizations coming out to support us. The Lion's Club is helping us with the food, we have a number of different providers in the area that are coming. We've had donations. Aging (Area Agency on Aging) will be there, Mental Health & Disability services, the Sheriff's office and Probation. We'll have music and really making it a Celebration of Recovery. A lot of folks put a lot of time and effort into the number of task forces that we sit on as well as the members of our community that support their family members as well as those in recovery in our community. This is really an event to celebrate the day having fun at a sober event. They can come and participate with their family.

Rob Mikulski thanked the Commissioners, as always, for your continued support, not just in the prevention, but also the treatment area and things like that. I can tell you we did our second live drug disposal a month ago at the Elder Justice Day. It was our largest direct take back that we've done so far. I think we had between 12-15 pounds. We actually had on-site destruction and we did have some requests for a drug disposal machine in Pike County again, so we'll be taking that through the area and also doing a lot of distribution of products to make the substances incapable of retrieval and things like that. Shannon added that we will be doing drug take back – the Sheriff's Department will be there to do drug take back on the 18<sup>th</sup> and we'll also have Narcan available. In regard to the Celebration, it's also making sure that information is out there and we're able to make the community as safe as possible through this. Rob said we'll have our usual table out. I don't know if everyone is aware this year, we're going to do 9<sup>th</sup>, 8<sup>th</sup>, 7<sup>th</sup> and 6<sup>th</sup> grade with the "Too Good for Drugs Program", which is an evidenced based program. We take a survey and kind of get more of an idea of where those gaps in services are and maybe put a little bit more education in those areas.

Commissioner Guccini thanked them and said we appreciate the things you said about us, but you guys are in the front line. We appreciate everything you guys do – thank you.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Agreement for Subcontracted Services between Pizzarro's Pizzeria 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 Memorandum of Understanding between Pocono Mountain Lake Estates 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 authorize the Chairman to execute Contract for Professional Services between North Pocono Preschool, 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 approve the Title VI Program, on behalf of Pike County Transportation.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the Human Services Payment Vouchers from ERAP funds for \$66,431.07, 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 Schmalzle, to approve the Affordable Housing Fund Payment Voucher payable to Troy Estus Contracting Service for Housing Rehabilitation for \$5,700.

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

#### **MISCELLANEOUS:**

- Penn State Extension Calendar of Events – October 1-15, 2021.

**Questions and comments were opened to the Public and the Press: NONE**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adjourn the Commissioners' Meeting.

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

**ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, OCTOBER 6, 2021, AT 11:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.**

**Commissioners' Conference  
Wednesday, September 22, 2021**

**PRESENT:** Commissioners Osterberg and Schmalzle.  
**NOT PRESENT:** Commissioner Guccini.

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the September 22, 2021 Agenda.

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

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

**GENERAL FUND (County Bills).....\$899,014.41**  
**BRIDGE REPAIR ACCOUNT .....\$52,912.96**

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

**NEW BUSINESS**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to adopt Resolution No. 21-35, Notice of Intent to Participate in the Monroe LSA Grant Program and Approving an Application under the Local Share Account, Monroe County.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to accept the Proposal from Rinaldi Land Surveying for the Bennet Avenue property survey for \$4,900.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the Human Services Payment Vouchers from ERAP funds for \$86,545.88 and HSDF funds for \$2,352.81, on behalf of the Human Services Office.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to execute the FY 21-23 Agreements for Subcontracted Services with the following providers and the County of Pike, on behalf of the Area Agency on Aging: Ryan's Deli, Traditional Home Care, Caregivers of America, Above the Rest Home Care, ADT Health Division, Stephens Pharmacy/Northeast Med-Equip and Connect America.

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

**PERSONNEL**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to hire **JAMES WISNIEWSKI** as a full time Van Driver for the Transportation Department for a 40 hour work week effective September 20, 2021, with benefits after 90 days. This is a replacement position.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from the Courts advising that the following Probation Officers in the Probation/Domestic Relations Office have been promoted to Senior Probation Officers effective September 20, 2021: **KEITH VANLOUVENDER, JEFFREY BAKER, JENNIFER TAMBLYN, ANDREW KING, JENNA SCERBO, JASON POLITOWSKI, ROBERT POLICICCHIO, NATHANIEL SCHMIDT, JAMES SCHOENAGEL and ROBERT STANABACK.**

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to recess the Commissioners' Meeting to hold a Salary Board Meeting.

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

**A SALARY BOARD MEETING WAS HELD.**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to reconvene the Commissioners' Meeting.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to recess the Commissioners' Meeting to hold an Election Board Meeting.

**VOTE:** Commissioners Osterberg and Schmalzle voted 'aye'. Motion carried.  
**A SALARY BOARD MEETING WAS HELD.**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to reconvene the Commissioners' Meeting.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to enter into Executive Session for Contract Discussions and Recess the Commissioners' Conference until Thursday, September 23, 2021 at 11:00 a.m. to announce Contract decisions.

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

**AN EXECUTIVE SESSION WAS HELD. CONFERENCE RECESSED UNTIL SEPTEMBER 23, 2021 AT 11:00 A.M.**

**THURSDAY, SEPTEMBER 23, 2021, 11:00 A.M.**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to reconvene the Commissioners' Meeting.

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

Commissioners' Conference was adjourned.



**Commissioners' Conference  
Wednesday, September 29, 2021**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the September 29, 2021 Agenda, with the following amendments: Under Personnel: Item #3 Jamie Wagenhoffer's new title should be Assistant District Attorney II; Under Salary Board: Item #4 Jamie Wagenhoffer's new title should be Assistant District Attorney II; Item #5 Attorney I, II and III should be Assistant District Attorney I, II and III.  
**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

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

**GENERAL FUND (County Bills).....\$191,952.09**  
**ACT 13 TRANSPORTATION.....\$23,016.22**

**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 Tax Claim Bureau Director Cynthia Gehris for properties sold out of the County Repository between April through July 31, 2021.

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

**PERSONNEL**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle to transfer **SARAH WILSON** from the District Attorney's Office to Children and Youth Services as a part-time Solicitor effective October 4, 2021, 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 District Attorney Ray Tonkin advising that he has changed the title of **BRUCE DE SARRO** from Assistant District Attorney to First Assistant District Attorney in the District Attorney's Office, effective October 10, 2021.

**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 District Attorney Ray Tonkin advising that he has changed the title of **JAMIE WAGENHOFFER** from Assistant District Attorney to Assistant District Attorney II in the District Attorney's Office, effective October 10, 2021.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to promote **KERI WALKABOUT** from Caseworker 1 to Caseworker 2 for Children & Youth Services for a 40 hour work week, effective September 30, 2021.

**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, the following individuals as full time Correctional Officers for the Correctional Facility for a 40 hour work week, effective September 27, 2021, with benefits after 90 days: **JESSE FITZPATRICK, MARIO GIOVANNIELLO, BRIAN MUGAVERO, WILLIAM RIOS, ERIC SANCHEZ AND CHRISTOPHER VALENTI.**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to change the Program Assistant/Gypsy Moth Coordinator position in the Conservation Office to an Administrative Assistant position, and to hire **LISA DOLCI** to fill the Administrative Assistant position for a 32 hour work week, effective October 12, 2021, 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 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.

**NEW BUSINESS**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to recommend the nomination of Shannon DeVuyst as the Pike County representative on the America250PA County Advisory Committee.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute a letter of support to the PA Department of Education for the Pike County Public Library's Keystone Grant Application.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute a letter of support to DCED for the Milford Borough Council's Monroe LSA Grant Application for the restoration of the original Pike County Courthouse.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the selection, through the State's ECMS system, of LaBella Associates as Pike County Municipal Engineer for bridge construction projects in Pike County.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to accept the proposals from A Dependable Cleaning Co. for cleaning vinyl siding, road sign and gutters (\$220) and cleaning all carpets (\$450) in Judge Alan Cooper's District Court 60-3-03.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to accept the proposal from Mechanical Service Company for a replacement generator at the Correctional Facility for \$22,695, as recommended by the Prison Board 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 authorize the Chairman to execute Amendment #5 to the Inmate Telephone Inc. Vending Agreement between DSI-ITI, Inc. and the County of Pike, as recommended by the Prison Board 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 approve the submission of the PA DEP 902 Development & Implementation of Municipal Recycling Programs Grant for \$216,755, on behalf of the Community Planning Office.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the submission of the 2021 Monroe LSA Casino Grant for Pike County Recycling Center Phase 1 for \$335,800, on behalf of the Community Planning Office.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Medical Assistance Transportation Program Certification Statement for April 2021-June 2021, on behalf of the Transportation Office.

**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 Rental Assistance Program September 2021 Re-certification of ERA1 Grant Projections, 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 Schmalzle, to authorize the Chairman to execute the Housing Rehabilitation Assistance Lien and Affordable Housing Fund Payment Voucher for \$58.75 relating to this lien, 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 Schmalzle, to authorize the Chairman to execute Rental Assistance Contract #53, 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 Schmalzle, to approve the American Recovery Act Payment Voucher for \$2,362,275.50 as revenue loss payment to the County from the American Rescue Plan, 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 Schmalzle, to approve the Human Services Payment Vouchers from ERAP funds for \$73,563.57, PHARE funds for \$2,146 and HSDF funds for \$1,165,009.88, 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 Schmalzle, to execute the Contract for Professional Services between Children's Advocacy of NE Pennsylvania 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 adjourn the Commissioners Conference.

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

Commissioners' Conference was adjourned.

**SALARY BOARD  
September 15, 2021**

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

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the September 1 and 8, 2021 Salary Board Minutes.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the pay of **MONICA RYAN-SCHATZ**, \$79.85 per diem as Tip Staff for the Courts, effective September 13, 2021, with no benefits. This is a replacement position.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following Sheriff Deputy Pay Scale effective September 12, 2021:

Years of Service	Hourly Rate	Longevity Pay
0	\$20.00	
1	\$20.60	
2	\$21.22	
3*	\$22.49	
4	\$23.16	
5	\$23.85	
6*	\$25.28	
7	\$26.04	
8	\$26.82	
9	\$27.62	
10*	\$29.00	\$250
11		\$275
12		\$300
13		\$325
14		\$350

This scale is based on a starting pay rate of \$20.00/hour for newly hired deputies.

Deputies completing years 1 and 2 receive a 3% pay raise each year.

\*Deputies completing year 3 receive a 6% pay raise.

Deputies completing years 4 and 5 receive a 3% pay raise each year.

\*Deputies completing year 6 receive a 6% pay raise.

Deputies completing years 7, 8 and 9 receive a 3% pay raise each year.

\*Deputies completing year 10 receive a 5% pay

raise. Deputies completing 11+-years receive a 3% pay raise.

Longevity pay would be a check issued to a deputy who has completed at least 10 years of service. These checks would increase by \$25/year through the deputy's 14th completed year of service. The check would then continue each year at the max amount of \$350. This rewards the deputy for being committed to the office but also helps the county by limiting hourly/OT rate/pension contribution costs.

All raises and longevity pay checks would take effect on the deputy's employment anniversary date. This saves the county from having to pay a higher salary/OT rate/pension contribution/longevity check until the employee has actually completed each year of service.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to increase the hourly rate of the following Sheriff's Office employees effective September 12, 2021:

<b>Supervisors</b>	<b>Hourly Rate</b>
Cameron, Jason – Chief Deputy	\$36.15
Roa, Donald – Lieutenant	\$33.70
Campbell, Lyndsay – Sergeant	\$31.25
<b>Deputies</b>	
Vigh, Wesley	\$29.00
DePalma, Nicholas	\$26.82
Marceca, Giovanni	\$25.28
Kleso, Janine	\$23.16
Beierle, Nathaniel	\$22.49
Colella, Christopher	\$22.49
Coulthard, Daniel	\$22.49
Karasik, Alexander	\$22.49
Sell, Danni	\$22.49
Jones, Stephen	\$21.22
Scott, Douglas	\$20.60
Lavin, Christopher	\$20.60
Rehberg, Robert	\$20.00

**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.

**SALARY BOARD**  
**September 22, 2021**

**PRESENT:** Commissioners Osterberg and Schmalzle; and Treasurer Gilpin (via telephone).  
**NOT PRESENT:** Commissioner Guccini and Chief Clerk Orben.

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

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to set the pay of **JAMES WISNIEWSKI**, at \$12.00 per hour, as a full time Van Driver for the Transportation Department for a 40 hour work week effective September 20, 2021, with benefits after 90 days. This is a replacement position.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to increase the annual pay of the following Probation Officers in the Probation/Domestic Relations Office due to their promotions to Senior Probation Officers effective September 20, 2021:

<b>Adult Probation</b>	
Keith Van Louvender	\$66,100
Jeffrey Baker	\$61,300
Jennifer Tambllyn	\$61,300
Andrew King	\$51,300
Jenna Scerbo	\$48,100
<b>Juvenile Probation</b>	
Jason Politowski	\$66,100
Robert Policicchio	\$51,300
Nathaniel Schmidt	\$48,100
<b>Domestic Relations</b>	
James Schoenagel	\$70,900
Robert Stanaback	\$48,100

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

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

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

Salary Board Meeting Adjourned.

**SALARY BOARD**  
**September 29, 2021**

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini, Chief Clerk Orben.  
**NOT PRESENT:** Treasurer Gilpin.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to convene Salary Board.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the annual pay of **SARAH WILSON** at \$50,000 due to her transfer from the District Attorney's Office to Children and Youth Services as a part-time Solicitor effective October 4, 2021, with no benefits. This is a replacement position.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to correct the annual pay of **KEITH VAN LOUVENDER**, Senior Probation Officer in the Probation/Domestic Relation Office, to \$70,900 effective September 20, 2021.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to increase the annual pay of **BRUCE DE SARRO** to \$126,366, due to his change in title from Assistant District Attorney to First Assistant District Attorney in the District Attorney's Office, effective October 10, 2021.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to increase the annual pay of **JAMIE WAGENHOFFER** to \$74,232, due to her change in title from Assistant District Attorney to Assistant District Attorney II in the District Attorney's Office, effective October 10, 2021.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the following salary schedule for the District Attorney's Office effective September 27, 2021.

Classification	Salary	Years of Service/Experience	Longevity	
Assistant District Attorney I	\$ 57,000.00- \$65,984.00	Starting up to 3 years		3% -5% per year Minimum 3% up to 5% based upon outstanding performance
Assistant District Attorney II	\$74,232.00- \$81,840.00	4-6 years		12.5% from below step then up to-5%per based on outstanding performance
Assistant District Attorney III	\$87,978.00- \$96,130.00	7-10 years	\$1,000.00	7.5% from below step then 3 % per year
Deputy DA	\$ 103,345.00- \$116,324.00	11-15 years	\$1,500.00	7.5% from below step then up to 3% per year
Senior Deputy DA	\$ 120,976.00	16+years	\$2,000.00	4.0 % from below step - Annual Increases after
First Assistant	\$ 90,000.00- \$135,000.00 As certified by District Attorney	By District Attorney	Follow same as above	Annual Increase

The annual increase is effective upon the anniversary of employment with Pike County and starts with beginning of the numerical year of service the employee is in. Longevity is based upon number of years of completed service with Pike County and paid in December of each year.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to increase the annual pay of **KERI WALKABOUT** to \$41,135, due to her promotion from Caseworker 1 to Caseworker 2 for Children & Youth Services for a 40 hour work week, effective September 30, 2021.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the pay of the following individuals at \$24.00 per hour, as full time Correctional Officers for the Correctional Facility for a 40 hour work week, effective September 27, 2021, with benefits after 90 days: **JESSE FITZPATRICK, MARIO GIOVANNIELLO, BRIAN MUGAVERO, WILLIAM RIOS, ERIC SANCHEZ AND CHRISTOPHER VALENTI**.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the annual pay of **LISA DOLCI** at \$28,000 as Administrative Assistant for the Conservation Office, for a 32 hour work week, effective October 12, 2021, with benefits after 90 days.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle to adjourn Salary Board.

**VOTE:** All members voted 'aye'. Motion carried.  
Salary Board Meeting Adjourned.