

AGENDA  
WEDNESDAY, MAY 19, 2021  
PIKE COUNTY COMMISSIONERS' OFFICE

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

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

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

RETIREMENT BOARD MEETING

*Motion to reconvene Commissioners' Meeting.*

1. Approve May 19, 2021 Agenda.
2. Approve May 5, 2021 Meeting Minutes.
3. Approve May 6, 10 and 12, 2021 Conference Minutes.
4. Approve payment from **GENERAL FUND (County Bills)** .....\$1,000,280.63
5. Approve payment from **PC EMPLOYEES' HEALTH INS. FUND** .....\$166,399.23
6. Approve exonerations as presented by Cynthia Gehris, Tax Claim Bureau Director, for properties located in Greene and Palmyra Townships.
7. Approve exonerations as presented by Cynthia Gehris, Tax Claim Bureau Director, for 71 properties sold at the 2020/21 Repository sale.

PERSONNEL

1. Motion to acknowledge receipt of a letter from Sheriff Kerry Welsh advising that he has hired **ROBERT REHBERG**, as a full-time Deputy Sheriff in the Sheriff's Office, for a 40 hour work week, effective June 8, 2021, with benefits after 90 days. This is a replacement position.
2. Motion to hire **AMANDA WALKER** as a full-time Dispatcher for the Communication Center for a 40 hour work week, effective June 14, 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 May 5, 6 and 10, 2021 Salary Board Minutes.
2. Motion to set the pay of **ROBERT REHBERG**, at \$17.00 per hour, as a full-time Deputy Sheriff in the Sheriff's Office, for a 40 hour work week, effective June 8, 2021, with benefits after 90 days. This is a replacement position.
3. Motion to set the pay of **AMANDA WALKER**, at \$15.00 per hour, as a full-time Dispatcher for the Communication Center for a 40 hour work week, effective June 14, 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 open bids received for the Kimbles Road Bridge Repair Project.
2. Motion to open bids received for the purchase of groceries and frozen foods for the Correctional Facility.

NEW BUSINESS

1. Motion to adopt Resolution No. authorize Robert Ruiz, Human Services Executive Director, to sign subgrantee agreements for the COVID-19 Hospitality Industry Recovery Program (CHIRP) on behalf of Pike County.

MISCELLANEOUS – None.

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, JUNE 2, 2021, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

**PIKE COUNTY RETIREMENT BOARD AGENDA**

**Wednesday, May 19, 2021, 9:00 a.m.**

**Pike County Administration Building**

1. Call to order.
2. Approve the May 19, 2021 Agenda.
3. Approve the April 21, 2021 Minutes.

**NEW BUSINESS**

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

a. Luis Rodriguez	04/16/21	DA
b. Daniel Skaggs	04/21/21	PCCF
c. DeVaughn Wells	04/28/21	PCCF
d. Jacqueline Quick	04/23/21	DJ Schmalzle
e. Kenneth Kresge	04/30/21	Public Safety
f. Vincent Fellows	05/04/21	PCCF
g. Antonio Dominguez	05/07/21	PCCF
h. Noah Higgins	05/07/21	PCCF
i. Melissa Rinaldi	05/14/21	Comm. Planning
j. Jonathan Rhoades	05/15/21	PCCF

2. Motion to approve the following invoices for payment:

a. Korn Ferry	\$593.85	2021 Pension Benefit Statements
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**ADJOURNMENT**

**RETIREMENT BOARD**  
**Wednesday, April 21, 2021**

**PRESENT:** Commissioners Osterberg (via Zoom), Schmalzle and Guccini; Chief Clerk Orben; Treasurer Gilpin.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to convene the Retirement Board Meeting.

**VOTE:** All members voted “aye”. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the April 21, 2021 Retirement Board Agenda.

**VOTE:** All members voted “aye”. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the March 17, 18 and April 12, 2021 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 Osterberg, to approve the following refunds of contributions to employees no longer with the County:

a. Jordonna Luton	03/03/21	PCCF
b. Kevin Velilla	03/12/21	PCCF
c. Chelsea Cernak	04/01/21	PCCF
d. Victoria Batzel	04/02/21	PCCF
e. Joshua Barbieri	04/02/21	PCCF
f. Austin Antoine	04/06/21	PCCF

**VOTE:** All members voted “aye”. Motion carried.

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

a. Susan VanOrden	04/23/21	AAA
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**VOTE:** All members voted “aye”. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the following invoices for payment:

a. Korn Ferry	\$5,253.00	1 <sup>st</sup> Quarter Actuarial Services
b. Biondo Investment Advisors	\$51,467.11	1 <sup>st</sup> Quarter Fee Billing
c. Broadridge Matrix Trust Co	\$12,927,.19	1 <sup>st</sup> Quarter Asset/Transaction Fees

**VOTE:** All members voted “aye”. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to adjourn the Pike County Retirement Board Meeting.

**VOTE:** All members voted “aye”. Motion carried.

Retirement Board Meeting adjourned.

### **Wednesday, May 5, 2021**

The first regular meeting of May 2021 of the Pike County Commissioners was called to order by Commissioner Osterberg at 9:00 a.m. at the Pike County Administration Building, followed by the “Pledge of Allegiance” to the flag.

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

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

**PRESENTATION OF \$75,000 TO HABITAT FOR HUMANITY** – Commissioner Osterberg announced that this is given twice a year and that it is a well run organization that provides housing for many in our community. The funds come from Act 137, from the recording of documents. Mr. Michael Donlon from Habitat for Humanity gave an update. He said they are working on House #31 and they are hoping to get the person in by the end of June. They are having some problems getting appliances, he bought the last fridge that Lowe’s had yesterday. House #32 is on a lot that the County gave us, it was on tax arrears. House #33 has a family picked and he picked up the permits for that house last week. We have 3 houses on the same court in Sunrise – Jackson Court. As I mentioned before the meeting, the price of lumber has gone through the roof. It has tripled in the past year and that’s no exaggeration. Concrete went up \$10 a yard last week and will probably go up another \$10 next week. We are having our annual garage sale July 3<sup>rd</sup> and July 4<sup>th</sup> – we didn’t have it last year, but the year before we made \$21K. Report Chris Jones asked where? Mike replied Fischer Lane and Route 01 at the Habitat site (the corner building across from the Township Building).

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adopt Resolution No. 21-15, Corrections Employee Week, May 2-8, 2021, read by Commissioner Guccini.

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

**CORRECTIONAL OFFICER OF THE YEAR PRESENTATION TO MELISSA CONWAY** – Warden Craig Lowe thanked the Commissioners for recognizing all of our staff at the Correctional Facility for Correctional Employee Week. We appreciate that very much. In conjunction with that, I want to recognize Correctional Officer Melissa Conway as our 2020 Correctional Officer of the Year. Officer Conway is hereby awarded the title of Pike County Correctional Officer of the Year 2020. You performed your duties in an outstanding manner, demonstrating extraordinary levels of correctional professionalism, job proficiency, dedication to duty with exemplary abilities. Your efforts have significantly contributed to the successful mission effectiveness at the Pike County Correctional Facility since your employment on March 8, 2004. Your superior performance reflects honor and pride for yourself, your fellow correctional officers, Pike County and the Pike County Correctional Facility. As the Warden of this facility, I’m extremely proud of this year’s selection because Melissa is always positive, smiling, and I can honestly tell you when you’re working at the facility, Melissa is the perfect employee. I wish you well, continue doing what you’ve been doing all these years and, hopefully, you make it 3 times. Thank you!

Correction Officer Conway thanked everyone very much and said she really appreciates it. Commissioner Osterberg said on behalf of the County Commissioners – we appreciate your diligence and hard work all these years. We know how difficult of a job it is up there and we recognize it and we’re honored that we have employees such as you working for our County. Particularly through this past year, a very difficult situation and that is extremely important to all the residents of the County. All of the residents of the County need to understand that there’s a needed job and people need to do it and we appreciate it so much, your dedication and the many others that work there, the Wardens and everyone that works in the Correctional Facility – thank you.

Commissioner Guccini added that when he was a lawyer he spent way too much time at the jail and yet you guys are there all the time and I’m telling you, it’s a really difficult environment. The whole setting is difficult, but you guys do an incredible job and I can’t say enough about what you do. Also, so the public understands, this is in fact a correctional facility, not a jail. There are lots of programs that Craig (Warden Lowe) has instituted over the years that other people among the Commonwealth really talk about. They talk up this facility and we really appreciate everything you do – thank you.

Warden Lowe added that this is the plaque that we hung in our facility lobby, it has Melissa’s picture on it and Correctional Officer of the Year. This will be hung right next to our Volunteer of the Year plaque. We believe it is important to recognize everybody and let everybody see you and be proud of Melissa. Congratulations again!

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 5, 2021 Agenda.  
**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted ‘aye’. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the April 21, 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 April 26 and 29, 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 **\$259,859.59**, 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 Sharon Schroeder, Recorder of Deeds, advising that she has promoted **MARIE YORKE** from Clerk 1 to 2<sup>nd</sup> Deputy in the Recorder of Deeds Office, effective June 1, 2021. This is a newly created 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 Osterberg, to execute the Contract Documents between Harty Construction and the County of Pike, for the Pike County Training Center Burn Building Lining Replacement Project.

**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. 21-14, May 2021, Tick Borne Diseases Awareness into Action Month, read by Commissioner Schmalzle.

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

Brian Snyder of the Pike County Community Planning Office thanked the Board of Commissioners for their support of the Tick Task Force and also said he wanted to share a short video that the Task Force created based on the results of the Tick Study. Brian directed everyone to the County website: [www.pikepa.org](http://www.pikepa.org) and to click on Tick Borne Diseases Task Force and video is on their page. I worked with Krista (Gromalski) over the last couple of weeks to develop a Press Release that will go up this morning to a whole bunch of media outlets, municipalities, sharing the information. Krista said she will share the link to the video with the Press Release as well so everyone can watch it. Brian said in 2018 and 2019 the Task Force collected 1K black legged ticks and had them tested for 7 pathogens. We found that the rate of infection is higher than we thought. It’s broken up in 9 Grids throughout the County so you can look at the map and figure out where you spend most of your time and the infections that they have in that grid that you can potentially get. We’re going to take this information and share with local leaders, legislators on the State and Federal level to get actions accomplished so we can help residents protect themselves.

Commissioner Osterberg added that he thinks it should be noted that Pike County leads the way in doing these studies and educating, not just the people of Pike County, but throughout the Commonwealth with what you guys are doing. We have a very active board that meets here once a month and they are very engaged in this. They understand the importance of educating people on the awareness of the ticks that are out there. Again, this is all about education, this is not about fear. This is about making sure people are aware that when they’re out there, they protect themselves and make sure they have proper clothing on and make sure they check themselves out after they come in. Commissioner Guccini was just talking about ticks yesterday on the golf course – there were a lot out there. We just need to continue to be vigilant. While we had the COVID Virus going on, this was a health issue going on well before that and this made it a little bit harder for us to make sure the information kept on going out, but this video that has been done with voiceover is really very well done. Thank you to all the board members and everyone that is working hard on this and you also. Brian said he would pass it on to everyone.

Commissioner Schmalzle said that it is unfortunate that Pennsylvania is the leader in Tick Borne Disease, but it is fortunate that we are also the leader in a clinic that is being recognized around the country and people are travelling by all methods to go to the clinic that is in conjunction with Wayne Memorial Health Care Systems in Lords Valley. It is well done, it’s well organized and again I think it’s a leader in the country for treating this type of illness. Brian Snyder said it is actually the first of its’ kind.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint Cara Jean Dougherty to fill a vacant position on the Children & Youth Advisory Board for a 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 authorize the Chairman to execute Amendment #1 to the Agreement to Provide Professional Consulting Services between Maximus and the County of Pike, extending the terms of the agreement through August 31, 2021.

**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 #P00011 to the Agreement between ICE and the County of Pike, on behalf of the Correctional Facility.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Programmatic Agreement Letter between T-Mobile and the County of Pike, on behalf of the Communication Center.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Vice Chairman to execute the Support Services Contract between Northern Tier Research 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 the Acknowledgement and Release Agreement between Milford Borough and the County of Pike, on behalf of the Workforce Development Agency for the use of the Borough Hall.

**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 Mortgage Subordination Agreement for a property located in Lehman Township.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the Certification Statement for Non-Block Grant Report Revision #2 for FY 2019-20, on behalf of the Human Services Department.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher payable to Delaware Run for Senior Housing Subsidy for May 2021 for \$1,661.

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

### **MISCELLANEOUS:**

Commissioner Osterberg said as many of you can see, our buildings are washed in green in recognition for this month and introduced Jen Fuentes.

Jen Fuentes-MHDS-Mental Health Awareness Month, Green Light Campaign and Self Care Contest- May is very special to us as May is Mental Health Awareness Month. Myself, along with our Mental Health Awareness Team and our CSP group, which is our Community Support Program, individuals who are in recovery or individuals with mental illness, worked on quite a few projects this year in order to roll out some awareness and stopping of the stigma for mental health awareness. We also worked in collaboration with System of Care, Larissa Kimmel, for us to facilitate a lot of these projects. Thank you to all of my committee and the CSP group and System of Care. We certainly could not have done any of these activities without any of those individuals. Some of the things that we are doing this year many are currently participating in and we thank you for that.

One of our bigger campaigns is the Green Light Campaign where we're asking businesses and providers to light up your space green for Mental Health Awareness. Thank you to Craig (Warden Lowe) - the Correctional Facility has lit up green. The Commissioners' Office, the Borough Building and lots of spaces that are lit up green. Hospitals have done it, our school district and we're really excited to see all of the green lights throughout the County. A lot of our providers have agreed to do that for the whole month of May. We are really excited and appreciative of that.

We are also doing some billboard messaging, digital media and static media as well. For the billboard in Pike County it's going to be on Route 6, so look for that billboard. We tried to stick with similar messaging so that it's consistent with our marketing and our media campaign so people are aware of where to reach out for help and where to reach out for resources. We also developed Mental Health Awareness tear-off pads that have 6 bullet points about Mental Health Awareness and then we have some tear-off note pad information for people that are looking for support. It has the numbers for Carbon, Monroe, Pike, New Perspectives, Suicide Prevention Life Line, Suicide Prevention Text Line and our national run line. This was generated through or CSP Group, plus we have posters and tear off pads in non-traditional places. A lot of our folks know how to reach us, but there is a stigma attached with mental health. We want to make sure that these posters can get placed in communal areas, communal spaces, the backdoors of bathrooms, places where folks may feel more comfortable taking a phone number down or snapping picture or something in order for them or their family to receive services. Those are going out into the community this week and next week.

We're also leaving some coffee sleeves in front of our local businesses. These have contact information for all three offices. The smaller coffee shops place these on their coffee/latte/hot chocolate, just so people know that we are here and available and services are available in the community. We also did some fact sheets that are left over from 2 years ago with information regarding Mental Health Awareness. There are statistics regarding suicide and also some additional information on the back indicating that it's okay to ask for help. We also did some Mental Health Awareness buttons and we're just asking people to wear these in support of Mental Health Awareness. I will make sure they get over to you, if you need more let me know. We're asking individuals and businesses in the community, providers, law enforcement and pretty much anybody willing to wear a button for Mental Health Awareness. Button was shown. We're also doing a Self-Care Contest through social media. Everybody does self-care in one way or another, whether it's going fishing, yoga, Pilates or going golfing. We're asking individuals to take pictures of themselves doing self-care. This has been a really challenging year for everyone, professionals included, and self-care is extremely important now more than ever. We decided to a Self-Care Contest on social media where pictures will be uploaded onto our Instagram and Face Book pages. Then at the end of the month we will draw a winner for a \$50 gift card. If anybody is willing to take pictures of themselves for self-care then they can send that information to Larissa Kimmel and we will get those uploaded and a winner will be drawn at the end of the month.

We are also going to local businesses asking them to put out our signs, our business cards. We developed little business cards that say looking for support - all with similar media that you're going to see on our billboards and tear-off pads. On the back of the card it talks about Mental Health Awareness Month and the same facts that are on our tear-off pads. We're going to be attaching green glow sticks and green lollipops and handing out to the community to sprinkle a little bit more green around all 3 of our areas. Also, we are doing QR scan codes on an 11"X14" poster which MCTA (Monroe County Transit Authority) has agreed to put on their buses. This will allow those who use public

transportation to be able to QR scan our Face Book page and our internal website for them to be able to reach out for support and services. There's also a QR scan code for suicide prevention as well. We are doing a yard sign campaign. Unfortunately, with COVID, everything is on delay. Our yard signs were supposed to be delivered today, but we just got notification that they're not going to be delivered until Friday. We have to get the yard signs out into the community and to those who requested the yard signs.

Finally, we have our "Stop the Stigma" ducky (displayed small plastic duck). This little duck will travel with some of our staff and ride-along with local law enforcement. It's really just a fun and creative way to get people to start talking about mental health. We often find people are ashamed to ask for help or ashamed to talk about mental health because there is a stigma attached to it. We thought by taking our little duck out and around and to meetings, getting photos with government officials, anybody that is willing to hold our little duck and support mental health is a good way to start. We are thinking about having the little ducky visit schools to allow kids to have that positive message and that recovery is possible and help is available. Our big goal with the ducks, maybe next year, is to have some sort of duck race in all 3 counties. We may try to get the Boy Scouts involved or some of our school districts to build some sort of water/drainage system and have all the duckies race down and have a friendly competition within the community. Get some ducks to be sponsored and have a fun day supporting Mental Health Awareness and Mental Health Awareness Month. If anybody has any questions, I am available to answer those.

Penn State Extension – Calendar of Events – May 1-15, 2021- Commissioner Osterberg announced that Penn State Extension has been meeting recently again. They're looking for adults for the 4-H Program and Angie (Smith) runs a great program over there. The other highlight is the quarantine areas for the Spotted Lantern Fly. We continue to advocate that people pay attention to that and do what they can to reduce its' invasion here in Pike County.

***Questions and comments were opened to the Public and the Press:***

Reporter Chris Jones asked about New Business #5 – what is the amendment on the deal with ICE (Immigration Custom Enforcement)? Commissioner Osterberg answered it is a rate increase on our contract right now where we moved the rate from \$88 a day to \$120 a day and asked Warden Lowe if that is right. Warden Lowe corrected it was \$84 to \$120 during COVID. It's for 6 months.

Reporter Chris Jones asked what was the rationale for that? Commissioner Osterberg responded that the pressure is being put on our Correctional Facility with all the inspections he needs to do up there. There is much more strenuous work done by the Correctional Officers so we felt that it was important that they pay a little bit more.

Reporter Chris Jones asked if that is the per diem for their inmates? Commissioner Osterberg answered correct.

**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, MAY 19, 2021, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.**

**Commissioners' Conference  
Thursday, May 6, 2021**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to appoint Kevin Stroyan to the Pike County Planning Commission to fill an unexpired term ending December 31, 2022.

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

**PERSONNEL**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to change the title of **ROBERT RUIZ** from Human Services Director to Human Services Executive Director of the Human Services Department effective May 1, 2021.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to promote **KAYLA ORBEN** from Human Services Coordinator to Human Services Assistant Director of the Human Services Department effective May 1, 2021. This is a newly created position.

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

Commissioners' Conference was adjourned.



**Commissioners' Conference  
Monday, May 10, 2021**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the 2020-21 PCORP Loss Prevention Grant Program Application for \$20,000 for a ballistic transaction window in the District Attorney's Office and a new emergency exit door for the Public Defender's Office.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to execute the Amended Lease Agreement between Blooming Grove Hunting and Fishing Club and the County of Pike, on behalf of the Conservation Office.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to authorize the Chairman to execute the Monitoring Activity Progress Report (MAPR) for the FY 2020-CV CDBG reporting period for 1/1/20-3/31/20.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to authorize the Chairman to execute the Monitoring Activity Progress Report (MAPR) for the FY 2015 CDBG reporting period for 10/1/20-3/31/21.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to approve the Human Services Payment Vouchers from ERAP Funds for \$30,495.79, PHARE Funds for \$3,337.86, and HSDF Funds for \$2,661.44, \$1,000, \$6,272.40 and \$1,860, on behalf of the Human Services Office.

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

**PERSONNEL**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to hire **ALYSSA FREYMUTH** to fill the newly created position of temporary part time Administrative Assistant for the Human Services Office, for less than 1000 hours per year effective May 10, 2021, with no benefits.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **DAVID KILCULLEN** as a Correctional Officer for the Correctional Facility, for a 40 hour work week effective April 29, 2021, with benefits after 90 days.

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

Commissioners' Conference was adjourned.

**Commissioners' Conference  
Wednesday, May 12, 2021**

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute the PA Department of Human Services Office of Children, Youth and Families Plans of Safe Care Support Grant Agreement for FY 2021/22 to 2022/23, 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 execute a letter to Yassmin Gramian Secretary of Transportation, PennDot, requesting a resolution to an ongoing issue with the collection of the \$5 Fee for Local Use.  
**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to execute a letter to Congressman Matt Cartwright supporting the eligibility status of Woodloch Resort Restaurant Revitalization Fund Grant program.  
**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).....\$324,378.49**  
**ACT 13 FUND (McGoey, Hauser & Edsall-various County bridges).....\$23,126.25**  
**ACT 44 FUND (McGoey Hauser & Edsall-Bridge rehab).....\$3,741.75**

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

Commissioners' Conference was adjourned.

**SALARY BOARD  
MAY 5, 2021**

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

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the April 21 and 26, 2021 Salary Board Minutes.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to change the Clerk 1 position to 2<sup>nd</sup> Deputy in the Recorder of Deeds Office, effective June 1, 2021 and to increase the pay of **MARIE YORKE** to \$15.00 per hour due to her promotion to the new 2<sup>nd</sup> Deputy 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.

**SALARY BOARD  
MAY 6, 2021**

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

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to create a Human Services Assistant Director position in the Human Services Department for a 37.5 hour work week effective May 1, 2021.

**VOTE:** All members voted 'aye', except Treasurer Gilpin who abstained. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to increase the annual pay of **KAYLA ORBEN** to \$51,000 due to her promotion to Human Services Assistant Director in the Human Services Department effective May 1, 2021.

**VOTE:** All members voted 'aye', except Treasurer Gilpin who abstained. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to increase the annual pay of **ROBERT BERNATHY** to \$90,000, as a full time Public Defender for a 37 ½ hour work week, effective May 10, 2021.

**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  
MAY 10, 2021**

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

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to create a temporary part time Administrative Assistant position for the Human Services Office at \$11.00 per hour, for less than 1000 hours per year effective May 10, 2021, with no benefits. This position will be filled by **ALYSSA FREYMUTH**.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to set the pay of **DAVID KILCULLEN** at \$17.37 per hour as per Union rate, as a Correctional Officer for the Correctional Facility, for a 40 hour work week effective April 29, 2021, with benefits after 90 days.

**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.