

**AGENDA**  
**WEDNESDAY, JULY 15, 2020, 9:00 A.M.**  
**PIKE COUNTY COMMISSIONERS' OFFICE**

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

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

*Motion to recess the Commissioners' Meeting to hold a Retirement Board Meeting.*  
**RETIREMENT BOARD MEETING**  
*Motion to reconvene Commissioners' Meeting.*

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1. Approve July 15, 2020 Agenda.
  2. Approve July 1, 2020 Meeting Minutes.
  3. Approve July 6 and 9, 2020 Conference Minutes.
  4. Approve payment from **GENERAL FUND (County Bills)**..... \$5,690,964.07
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**OLD BUSINESS: None.**

**NEW BUSINESS**

1. Motion to execute the Engagement Letter between Zelenkofske Axelrod and the County of Pike for audit services for the year ended December 31, 2019.
2. Motion to authorize the Chairman to execute the PA Department of State County Application for GEMS (Grants for Election Modernization and Security) Program Funds, on behalf of the Election Office.
3. Motion to execute the 3<sup>rd</sup> Quarter FY 19-20 Act 148 Certification Statement for Pike County Children & Youth Social Service Programs.
4. Motion to authorize the Chairman to execute the Lease Agreement between Atlantic Tomorrows Office and the County of Pike, for a copier for Children & Youth Services.
5. Motion to execute the FY 2020-2021 Provider Agreements between the County of Pike, on behalf of Children & Youth Services and the following providers: Adelphoi Village, Forensic Counseling Assoc., Perseus House, Access Services, CAC of NEPA, Child & Family Focus, Children's Home of Easton, Clear Vision Residential, Community Solutions, Edison Court, Families United Network, George Junior, Heart and Wings Home, Judith Munoz, Justice Works, YouthCare, KidsPeace, Manos House, Merekey PA, MidAtlantic Youth Services, New Way Youth Services, PATH, Pathways Adolescent City, Pentz Run Youth Services, Terrace Cove Prep, Vallerie & Counseling, Valley Youth House and VisionQuest.
6. Motion to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher from Act 137 for a lien filed payable to the Recorder of Deeds Office in the amount of \$58.75, on behalf of the Human Development Office.
7. Motion to authorize the Chairman to execute the Housing Rehabilitation Assistance Lien, on behalf of the Human Development Office.

**MISCELLANEOUS**

- Press Release – Policy for Public Gatherings on Property Owned by the County of Pike.
- Press Release - COVID-19 Relief Funding for Small Businesses, Nonprofits and Municipalities.

**PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:**  
**THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD**  
**ON WEDNESDAY, AUGUST 5, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION**  
**BUILDING.**

PIKE COUNTY RETIREMENT BOARD AGENDA

Wednesday, July 15, 2020, 9:00 a.m.

Pike County Administration Building

1. Call to order.
2. Approve the July 15, 2020 Agenda.
3. Approve the June 17, 2020 Minutes.

NEW BUSINESS

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

a. Allison Gomer	05/23/20	PCCF
b. Joseph Rixford	06/29/20	PCCF
c. Melissa Barrera	06/30/20	Probation
d. William Swan	07/03/20	PCCF

2. Motion to approve the following retirements:

a. James Donahue	06/25/20	Commissioners (vested 5/31/16)
b. Diane DiPietro	07/06/20	ROD

ADJOURNMENT

**RETIREMENT BOARD**  
**Wednesday, June 17, 2020**

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

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

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the June 17, 2020 Retirement Board Agenda.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the May 20, 2020 Retirement Board Minutes.

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

Under **NEW BUSINESS**, the following motions were made:

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following refunds of contributions to employees no longer with the County:

- |    |                      |          |         |
|----|----------------------|----------|---------|
| a. | Andrew Hernandez     | 04/25/20 | Sheriff |
| b. | Emmanuel Saint Sulne | 04/25/20 | Sheriff |
| c. | Frank Turnbaugh      | 05/29/20 | PCCF    |

**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.

# 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** July 16, 2020

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

## **Commissioners Adopt Policy for Public Gatherings on Property Owned by the County of Pike**

**PIKE COUNTY, PA** – To provide ample time to the County and County officials to prepare for events to be held on County property, the Pike County Commissioners, during a July 6<sup>th</sup> conference meeting, adopted a Policy for Public Gatherings on Property Owned by the County of Pike.

According to the Commissioners, such events may require security to protect the safety of residents, County employees and attendees. As elected officials we have taken an oath to support the United States and Pennsylvania Constitutions, including the right to free speech and assembly as protected by the 1st Amendment to the United States Constitution. However, we also have a duty to protect the health, safety and welfare of the community and its residents. We request that all residents, organizations and political parties respect the obligation of elected officials to protect the community.

The County's public gatherings policy requires individuals or entities to obtain a permit by filing an application in person or by mail with the County of Pike at the Administration Building, located at 506 Broad Street, Milford, PA.

Permit applications must be submitted to the County of Pike at least five (5) business days prior to the proposed date and time of the public gathering, subject to certain exceptions.

The full policy and application guidelines are available for download at [www.PikePA.org](http://www.PikePA.org) or at the Commissioners' Office in the Administration Building.

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COMMISSIONERS



GARY R. ORBEN  
CHIEF CLERK

THOMAS F. FARLEY, ESQ.  
COUNTY SOLICITOR

## Policy for Public Gatherings on Property Owned by the County of Pike

This policy is being instituted to provide ample time to the County and County officials to prepare for events to be held on County property. Such events may require security to protect the safety of residents, County employees and attendees. As elected officials we have taken an oath to support the United States and Pennsylvania Constitutions, including the right to free speech and assembly as protected by the 1<sup>st</sup> Amendment to the United States Constitution. However, we also have a duty to protect the health, safety and welfare of the community and its residents. We request that all residents, organizations and political parties respect the obligation of elected officials to protect the community. Please help us protect you while you exercise your Constitutional rights.

- 1) No person or entity shall conduct or hold a public gathering on Pike County property without first obtaining a permit from the County.
- 2) The Applicant must apply for a permit by filing an application in person or by mail with the County of Pike at the Administration Building located at 506 Broad St. Milford PA 18337.
  - a. The application must be filled out completely and signed and dated by the Applicant. If the public gathering is sponsored or produced by an entity, a person legally authorized to bind the entity must also sign the application.
- 3) The Application for a Permit must be submitted to the County of Pike at least five (5) business days prior to the proposed date and time of the public gathering. However, the County will accept applications less than five (5) days prior to the proposed date and time of the public gathering; provided, however, that the proposed public gathering is a spontaneously-planned event in response to a recent occurrence (e.g. a march or rally that is timed to coincide with a recent or future political or other announcement, decision, determination or declaration by a local, state or federal official).
- 4) The Application shall be deemed submitted on the date it is received by the County, or if received on a holiday or after normal business hours, on the next business day that is not a holiday.
- 5) The County will approve an Application and grant a Permit unless there is a basis for denial of the Application.
  - a. The following grounds will constitute a sufficient basis for denial of an Application for a Permit:
    - i. The Application for a Permit (including any required attachments and submissions) is not fully executed and completed;
    - ii. The Application contains a material falsehood or misrepresentation.
- 6) The County may place a reasonable restriction on the conduct of the public gathering, which restrictions may consider the customary use and nature of the County property, recreational use policies, the size and location of the property, and the degree to which the public gathering might interfere with the customary uses and adopted recreational use policies for the property.

The Applicant is advised that times of any public gathering may be limited to when the County facilities where the public gathering is to take place are not in use, including the grounds of the Pike County Courthouse, so as to not interfere with the business of the Courts.
- 7) Candles shall not be permitted on sidewalks, steps, landings and other non-grassy areas, as the wax damages the sidewalks.
- 8) No public gathering shall occur on the sidewalks of the Pike County Correctional Facility or on the grassy areas between the sidewalks and the facility, so as to not impede any emergency services in the event of an emergency at the Correctional Facility. Public gatherings in close proximity to the facility may incite inmates within the facility and put staff at risk. Public gatherings at the Correctional Facility can only occur in designated areas set up by the facility staff.

PERMIT FOR DEMONSTRATION--PIKE COUNTY

NAME:

ADDRESS:

PHONE:

EMAIL:

EVENT NAME:

EVENT TYPE:

START DATE & TIME:

END DATE & TIME:

LOCATION:

CONTACT INFORMATION (IF DIFFERENT FROM ABOVE):

NAME:

PHONE:

EMAIL:

FOR COUNTY USE

APPROVED BY:

DATE:

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PIKE COUNTY ADMINISTRATION BUILDING  
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THOMAS F. FARLEY, ESQ.  
COUNTY SOLICITOR

## FOR IMMEDIATE RELEASE July 16, 2020

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

### **Pike County COVID-19 Relief Funding Available for Small Businesses, Nonprofits, and Municipalities**

**PIKE COUNTY, PA** – The Pike County Commissioners have funding available to help local businesses, nonprofits, and municipalities recover from impacts of the COVID-19 pandemic.

This is an opportunity for entities to implement important health and safety protocols such as retrofitting offices with protective shields and other Personal Protective Equipment such as touchless faucets, hand dryers, hand sanitizer stations, or technology that reduces contact, according to the Commissioners.

#### **Pike County Personal Protective Equipment (PPE) Fund**

The County anticipates receiving \$5,040,047 in Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding through the Pennsylvania Department of Community and Economic Development (DCED) COVID-19 Relief Block Grant. A portion of this funding will be made available to Pike County businesses, nonprofit organizations, and municipalities.

This funding can be used for PPE expenditures incurred between March 31 and December 30, 2020 that are necessary due to the public health emergency with respect to COVID-19. All funds will be disbursed in alignment with guidance from the Pennsylvania DCED and the U.S. Department of the Treasury.

#### **Small Business Forgivable Loans**

The County anticipates having approximately \$526,092 of Federal Community Development Block Grant (CDBG) funding through the Pennsylvania DCED available for Small Business Forgivable Loans. The maximum forgivable loan amount is \$20,000 per business. Funding will be distributed beginning in August 2020. Applications will be reviewed on a rolling basis. Funds will be distributed to qualified applicants on a first-come, first-served basis.

For the loan to be forgiven, the business must retain or create at least one full-time equivalent (FTE) job for a low- to moderate-income individual by March 31, 2021 and maintain this FTE job for a minimum of 12 months thereafter.

#### **Guidelines and Applications**

All guidelines and applications are available at [PikeForward.com](http://PikeForward.com).

For more information, contact Robert Ruiz, Executive Director, Human Services at [rruiz@pikepa.org](mailto:rruiz@pikepa.org) or 570-296-3434. Visit [PikeForward.com](http://PikeForward.com) for program guidelines and application.

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**Wednesday, July 1, 2020**

The first regular meeting of July 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 via telephone, Schmalzle and Guccini; Chief Clerk Orben; and Solicitor Farley.

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to recess the Commissioners’ Meeting to hold a Public Hearing to discuss the Pike County Area Agency on Aging 2020-2024 Four Year Plan Goals.*

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

**A PUBLIC HEARING WAS HELD.**

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

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to hold a Public Hearing to discuss the FFY2020 CDBG-CV; Section 504 Officer and Fair Housing Officer for the CDBG Programs.*

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

**A PUBLIC HEARING WAS HELD.**

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

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the July 1, 2020 Agenda.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the June 17, 2020 Commissioners’ Meeting Minutes.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to approve the June 19, 23 and 24, 2020 Commissioners’ Conference Minutes.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to approve payment from GENERAL FUND (County Bills), in the amount of \$55,006.90, subject to further review.*

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

**PERSONNEL:**

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Sharon Schroeder, Recorder of Deeds/Register of Wills, advising that she has hired DIANE DIPIETRO, as a part-time Clerk in the Recorder of Deeds/Register of Wills Office, for less than 1000 hours per year, effective July 13, 2020, with no benefits.*

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

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

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

**OLD BUSINESS: None.**

**NEW BUSINESS:**

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to adopt Resolution No. 20-20, Fair Housing Resolution.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioners Schmalzle, to adopt Resolution No. 20-21, Unit of Local Government-DCED Community Development Block Grant-Coronavirus (CDBG-CV) Program; and to execute the Disclosure Report and Language Access Plan Certification relating to same.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to reappoint the following members to the Pocono Counties Workforce Investment Area Local Workforce Development Board for a three-year term ending June 30, 2023: Derek Bellinger, Lori Phillips and Deborah Fischer.*

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

**MOTION:** *by Commissioner Guccini and seconded by Commissioner Osterberg, to appoint the following individuals to the Northeastern Pennsylvania Metropolitan Planning Organization (NEPA MPO) Technical Planning Committee for a term commencing July 1, 2020 and ending June 30, 2022: Commissioner Matthew M. Osterberg, as County Representative; Brian Snyder, Planner, as County Representative Alternate; Michael Mrozinski, Planning Director, as At-Large Representative; and Commissioner Steven R. Guccini, as At-Large Representative Alternate.*

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



**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to advertise for bids for the purchase of fortified flavored beverage bases for the Correctional Facility.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the Contracts between Zelenkofske Axelrod for audit services for the County and Tax Collectors for years ending December 31, 2020, 2021, 2022, 2023 and 2024; and Transportation Program for years ending June 30, 2020, 2021, 2022, 2023 and 2024.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the PCCD Subgrant Award Notifications for Endowment Grants for \$97,096 and \$97,971, on behalf of the District Attorney's Office for the Children's Advocacy Center.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the Service Agreements between the County of Pike, on behalf of Children & Youth Services and the following providers: Northern Tier Research and Bucks County.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to execute the FY 2020-21 County Human Services Plan Assurance of Compliance, on behalf of the Human Development Office.

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

**MOTION:** by Commissioner Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher in the amount of \$2,213.75 payable to Diana T. Myers and Assoc. for the May 2020 Pike Strategic Plan, on behalf of Human Services.

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

**MOTION:** by Commissioners Guccini and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Affordable Housing Fund Payment Voucher in the amount of \$1,559 payable to Delaware Run for the 2020 July Senior Rental Assistance Subsidy, on behalf of Human Services.

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

#### **MISCELLANEOUS:**

**COVID-19- Procedures for masks and following guidelines** – Commissioner Guccini said it is important for everyone who conducts business and coming into the County offices to wear a mask and to maintain social distancing. We are still stable and in a good situation, but that can change pretty quickly, depending on how people act. We can't afford a backslide and we ask that you follow procedures. Commissioner Osterberg repeated that it is important that we continue to practice social distancing and mask wearing. As County Commissioners, we urge everyone to please follow the guidelines and continue to do this. We do not want to become complacent.

**Census 2020- Michael Mrozinski, Community Planner** – Mr. Mrozinski thanked the Commissioners and said the Census is done every 10 years since 1790. We hope that everyone does their part and fills out the Census. Many people here in Pike County have seasonal homes and don't know where they should be counted. It really goes by where you live most of the time - if you are living here from April – October, you are a Pike County resident. Another question we get is about privacy of the Census. The data is confidential, Federal Law protects it. It is quick and simple to do. Commissioner Osterberg repeated that it is important for everyone to fill out the Census and urged people from the public to get involved. There is a meeting tomorrow at 10:30 AM via telephone conference and the call in number is: (978) 990-5440; access code 2419223. Commissioner Guccini added the questionnaire is very easy to fill out on line. It really provides us with a lot of money or lost money if we do not do this. Any one that does not fill out the Census in the time frame allotted, a Census enumerator will be coming out to people's doors. The phone number for the Census 2020 if you don't have access to the internet is: (844) 330-2020

**Drive-Thru Narcan Event – Pike County Training Center, July 7, 2020, 3:00 – 6:00 PM** - This is being sponsored through the Carbon, Monroe Pike Drug & Alcohol Commission (570) 296-6484 and you can call them with any questions. Commissioner Osterberg added that we can't forget that we have a serious opioid and drug addiction issue not only in the County, but across the Nation. We are not immune to this. There have been many arrests in Pike County over the last few weeks – we thank the District Attorney's Office, the Eastern Pike Regional Police Department, the Sheriff's Office and the State Police.

#### **CARES funds for small businesses available now**

The COVID-19 Relief Statewide Small Business Assistance program, created by recent legislation, will prove \$225M in grants ranging from \$5,000 to \$50,000 for eligible small businesses to offset lost revenue caused by the pandemic and the resulting shut down order. Eligible businesses may be applying today, June 30 at <https://pabusinessgrants.com/>, with the first application window open for ten days. More information is also available here <https://dced.pa.gov/programs/covid-19-relief-statewide-small-business-assistance/>

#### **Pike County Small Business Forgivable Loan Program**

Pike County is hosting two online information sessions about the Small Business Forgivable Loan Program: Thursday, July 2nd at 10AM and Wednesday, July 8th at 3PM. In each information session, you will have the opportunity to ask questions and to learn more about: Eligibility, Uses of funds, Loan terms, Application process, Application review process and Compliance requirements. Register at [PikeForward.com](http://PikeForward.com). You will receive a link to the online information session via email one day before the event.

#### **PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT**

Chris Jones of the Pike County Dispatch asked about the incident at the East John Street Building. Commissioner Schmalzle said the sub-contractor of the general contractor dropped equipment off the roof of East John Street, one person was air lifted to Lehigh Medical, we are told they had surgery and there are no other details.

**THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, JULY 15, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.**

**MINUTES**  
**PUBLIC HEARING, JULY 1, 2020, 9:00 A.M. VIA ZOOM**  
**PIKE COUNTY AREA AGENCY ON AGING 2020-2024 FOUR**  
**YEAR PLAN GOALS**

The Pike County Commissioners held a public hearing to address the Pike County Area Agency on Aging's 2020-2024 Four Year Plan Goals. The 2020-2024 Four Year Plan Goals was presented as a PowerPoint Plan by Director of Pike County Area Agency on Aging, Robin Skibber. Ms. Skibber explained that Pike County Area Agency on Aging is part of the Pennsylvania Department of Aging. The 2020-2024 Four Year Plan Goals is a process that is part of the Older American's Act and is a State requirement of the Department of Aging. It is also a part of the ACLU's Federal Plan in process to set objectives consistent with State policy. The Pike County Area Agency on Aging take surveys and solicit opinions to find out what people think of the current programs, are they working? We are here to get stakeholder input and we use benchmark reports from our data from our local agency and from State programs and the current trends. We work with many different agencies to address an individual's needs. We focus on 60+ issues to address everybody's aging needs. Ms. Skibber explained that Pike County Area Agency on Aging is one of 52 across Pennsylvania who are guided by the Pennsylvania Department of Aging and funded primarily through the Pennsylvania lottery. We are supported by the Pike County Commissioners and serve all of Pike County with home and community based services. We deal with many health systems and that is a very big part of our seniors' lives. Our biggest funding source is our Aging Block Grant- the lottery. A new revenue source is our Managed Care Organizations who we are now contracting with. Our biggest expenses are the humans doing the work and the contracted services providers. Around 35% of Pike County's population will be 60+ by 2030. People like Pike County and they are moving here. That is going to create some challenges for us. Our funding for services is not keeping up with the demands. That is a strategy we need to work on - non-traditional funding. We provide in-home and community services, the biggest is personal care (grooming, dressing and nutrition services, helping them get out of bed and helping them). Caregivers support is a big area of concern, caregivers with no emergency back-up plans. Nutrition services include 5 senior centers with congregate dining available. Our home-meals based service services about 180 consumers.

Our first goal is to strengthen the aging network. We have a growing and increasing aging population. We have increased volunteers and collaborations with other entities. We have been looking at technology and how to reach those people. We have learned isolation is a huge concern especially with the pandemic – many people have been calling and they're struggling with anxiety. Telehealth has been a very big benefit for these consumers-they have mental health providers available by phone and Skype.

Our other goal is to protect older adults and ensure their safety and dignity and raising awareness of responding effectively to incidents of abuse or injury through exploitation and violence. One of our objectives is to provide education and outreach for awareness of protective services to prevent abuse, fraud and scams among seniors. We are doing that with our Pike County Elder Justice Task Force, events at the senior centers, both Legislators – Representative Peifer and Representative Brown have provided banking and securities information (all of the banking and financial institutions in the County have been working with us). The Senior Expos and health fairs are good venues to get good information out to people.

Another goal is to establish and enhance efforts to promote healthy living, active engagement and sense of community for all older Pennsylvanians. Our objective is to increase the center without walls concept and bring the programs to a natural occurring community center. Commissioner Guccini has worked with us and Saw Creek Estates and we were able to open up a Senior Center in their community and this has been very successful. We need to bring the programs to the places where the seniors naturally meet.

Our other goal is to emphasize an every citizen culture that provides outreach and bridges diversity in our individual choice. Pike County has a predominately, white, non-minority population, but we do have an influx of many different cultures and we want to be inclusive and not discriminate. We have a challenge to try to develop more programs and have more involvement with faith based communities. We are now working in those venues and getting information out to the Municipalities and making sure we are covering those rural areas with minorities and individuals that may speak very little English.

The next goal is to improve services for older adults and the ability to self-advocate for them by using evidence, informed planning, committing to data and integrity and being accountable for results. Our Secretary for aging is very data driven and comes from the health field. If there is a grant available, they want to see what your performance measures should be and your outcomes and data is huge right now. We want to encourage our seniors to participate in local legislation and self-advocate and work with the representatives in this State and talk about the pressing issues with local leaders too.

We have strategies and objectives but would like more input. If there is anything we are missing or not covering, we would really like to hear it because this is our next 4 years and effects everyone in the community. Please e-mail me @ [rskibber@pikepa.org](mailto:rskibber@pikepa.org) or call the Area Agency on Aging Office (570) 775-5550. Another way to get involved is to volunteer.

***Public Hearing was adjourned.***

**MINUTES**

**PUBLIC HEARING JULY 1, 2020, 9:00 A.M. VIA  
ZOOM REGARDING FISCAL YEAR 2020 CDBG-CV  
SECTION 504 OFFICER AND FAIR HOUSING  
OFFICER FOR THE CDBG PROGRAMS**

The Pike County Commissioners held a public hearing to address the County's Community Development Block Grant Program for Fiscal Year 2020 CDBG-CV Section 504 Officer and Fair Housing Officer, which is through the Department of Community & Economic Development and US Department of Housing and Urban Development. Director of Human Services, Robert Ruiz introduced Sarah Hailstone, Pike County Consultant, and a public hearing was conducted to provide information and to receive public comment about the County's activity plan seeking to obtain funding for the FY 2020 CDBG-CV Section 504 Officer and Fair Housing Officer. Pursuant to Section 504 of the Rehabilitation Act of 1973 and its' April 19<sup>th</sup> regulations, known as Section 504, no otherwise qualified individual with a disability shall solely, by reason of his or her disability, be excluded from participation in, be denied the benefits of, or be subjected to any discrimination under any program or activity receiving Federal financial assistance. The Pike County Section 504 Officer is Gary Orben and can be reached at 506 Broad Street, Milford, PA 18337; email: [gorben@pikepa.org](mailto:gorben@pikepa.org); or by phone number (570) 296-7613. Section 504 grievances – the grievance procedure for any person who believes that he or she has been discriminated against or denied equal opportunity or access to programs may file a complaint with Gary Orben at 506 Broad Street, Milford, PA 18337; email: [gorben@pikepa.org](mailto:gorben@pikepa.org); or by phone number (570) 296-7613 or Equal Housing Opportunity, US Department of Housing and Urban Development, FHEO, Regional 3 Office, Mid-Atlantic Office, 100 Penn Square East, 12th Floor, Philadelphia, PA 19107; phone number (215) 861-7643, Box 215656. Grievances and complaint forms may be requested from the offices of Pike County, contact Gary Orben – 506 Broad Street, Milford, PA 18337; email: [gorben@pikepa.org](mailto:gorben@pikepa.org); or by phone number (570) 296-7613. Fair Housing – the following actions if based on race, color, sex, national origin, religion, legal status, families with children or handicap disability is prohibited by Title 8 of the Civil Rights Act of 1968 known as the Federal Fair Housing Act. Pike County Fair Housing Officer – Robert Ruiz, Director of Human Services, 506 Broad Street, Milford, PA 18337, email: [r Ruiz@pikepa.org](mailto:r Ruiz@pikepa.org); or by phone number (570) 296-3434. The CDBG activity plan - \$136,245; administration \$29,907; total \$166,152 for the CDBG activity plan.

*Public Hearing was adjourned.*

**Commissioners' Conference  
Monday, July 6, 2020**

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to authorize the Chairman to execute the Agility Agreement and Resolution between PennDot and the County of Pike.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to adopt the Policy for Public Gatherings on Property Owned by the County of Pike.

**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 As-Is Bill of Sale between SBA Towers and the County of Pike, on behalf of the Communications Center.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to accept the proposal from C. Ehrhardt Painting for the amount of \$2,900 for the wall repair and painting of District Court 60-3-02.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to advertise for Request for Qualifications for Energy Conservation Services.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to execute a letter to the Dingman Township Supervisors regarding Training Center Personnel/EMS Workers.

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

**PERSONNEL**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to change the status of **NANCY GOETZ**, from a part-time Van Driver to a full-time Van Driver for the Transportation Office, for a 40 hour work week, effective July 6, 2020, with no medical benefits. This is a replacement position.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to promote the following staff members of the Area Agency on Aging effective July 6, 2020 to the next level of their job classification:

**KATHERINE D'ANTUONO**, Clerk Typist II to Clerk Typist III;

**ROBIN SOARES**, Aging Care Management Supervisor I to Aging Care Management Supervisor II;

**FRANK VOGEL**, Aging Care Manager II to Aging Care Manager III;

**CARL HOOKER**, Fiscal Assistant to Fiscal Tech I.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to hire **JAMES POLLARD** as a temporary part time Youth Programs Supervisor for the Summer Youth Employment and Training Program for the Workforce Development Agency, for a 30 hour work week effective July 6, 2020 through August 28, 2020, with no benefits.

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

Commissioners' conference was adjourned.

**Commissioners' Conference  
Thursday, July 9, 2020**

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to authorize the Chairman to execute Sales Order #SR2773 and #SR2774 between Avenu Government Systems and the County of Pike, for the extract of data files from the Finance and Payroll Offices.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to execute a letter of support for the Pike County Historical Society's Application to DCED for a COVID-19 Cultural and Museum Preservation Grant.

**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 proposal from Riddle Environmental Services for the remediation/decontamination of employee offices at the Pike County Correctional Facility, as recommended by the Prison Board.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to authorize the Chief Clerk to execute the letter of intent to participate in the Apple Developer Programs and authorize Barry Bernathy, IT Director, as a County representative for the Apple Developer Programs.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Guccini, to execute the CWIS Data Sharing Agreement between the PA Department of Human Services and the County of Pike, on behalf of Children & Youth Services.

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

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

**GENERAL FUND (County Bills)..... \$1,873,035.62**  
**PIKE COUNTY EMPLOYEES HEALTH INS. FUND ..... \$1,751,566.33**  
**HAZARDOUS MATERIAL RESPONSE FUND (Paint Sprayer) ..... \$149.00**  
**AG LAND PRESERVATION ACCOUNT (Gen. Fund Reimb.) ..... \$9,300.00**

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

Commissioners' conference was adjourned.