

AGENDA
WEDNESDAY, SEPTEMBER 19, 2018, 9:00 A.M.
PIKE COUNTY ADMINISTRATION BUILDING

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 September 19, 2018 Agenda.
 2. Approve September 5, 2018 Commissioners' Meeting Minutes.
 3. Approve September 13, 2018 Commissioners' Conference Minutes.
 4. Approve payment from **GENERAL FUND (County Bills)** **\$721,654.42**
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PERSONNEL

1. Motion to hire **VIRGINIA WALDELE** to fill a newly created full time Housekeeper position in the Maintenance Department, for a 40 hour work week effective October 1, 2018 with benefits after 90 days. This is a newly created position.
2. Motion to hire **LEONARD AZZARELLO** as a part time Van Driver for the Transportation Department, for less than 1000 hours per year effective September 18, 2018, with no benefits. This is a replacement position.
3. Motion to hire **MARK THORNTON** as a part time Van Driver for the Transportation Department, for less than 1000 hours per year effective September 20, 2018, with no benefits. This is a replacement position.
4. Motion to hire **ELIZABETH DEBLON** as a full time Aging Care Manager I for the Area Agency on Aging, for a 40 hour work week effective September 17, 2018, with benefits after 90 days. This is a replacement position.
5. Motion to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **NATASHA SMOLINSKI**, as a full time Administrative Clerk for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.
6. Motion to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **SALVATORE CAMA**, as a full time Maintenance Staff Member for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.
7. Motion to acknowledge receipt of a letter from Warden Craig Lowe advising that he has hired, with Prison Board approval, **JOHN PLUMMER**, as a full time Food Production Supervisor for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.
8. Motion 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 10, 2018, with benefits after 90 days: **JAMES DAVIS, JORDAN DEVITA, CHRISTIAN CAMPOS, BARBARA SOUTH and CHRISTOPHER CSIKORTOS.**

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

SALARY BOARD

1. Motion to convene Salary Board.
2. Motion to approve September 5, 2018 Salary Board Minutes.
3. Motion to create a full time Housekeeper position in the Maintenance Department, at \$11.00 per hour, for a 40 hour work week effective October 1, 2018, with benefits after 90 days. This position will be filled by **VIRGINIA WALDELE.**
4. Motion to set the pay of **LEONARD AZZARELLO** at \$11.00 per hour, as a part time Van Driver for the Transportation Department, for less than 1000 hours per year effective September 18, 2018, with no benefits. This is a replacement position.
5. Motion to set the pay of **MARK THORNTON** at \$11.00 per hour, as a part time Van Driver for the Transportation Department, for less than 1000 hours per year effective September 20, 2018, with no benefits. This is a replacement position.
6. Motion to set the annual pay of **ELIZABETH DEBLON** at \$27,296, as a full time Aging Care Manager I for the Area Agency on Aging, for a 40 hour work week effective September 17, 2018, with benefits after 90 days. This is a replacement position.
7. Motion to set the pay of **NATASHA SMOLINSKI** at \$11.00 per hour, as a full time Administrative Clerk for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.

8. Motion to set the pay of **SALVATORE CAMA** at \$15.00 per hour, as a full time Maintenance Staff Member for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.
9. Motion to set the pay of **JOHN PLUMMER** at \$14.00 per hour, as a full time Food Production Supervisor for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days. This is a replacement position.
10. Motion to set the pay of the following individuals at \$15.91 per hour, as per Union contract, as full time Correctional Officers for the Correctional Facility, for a 40 hour work week effective September 10, 2018, with benefits after 90 days: **JAMES DAVIS, JORDAN DEVITA, CHRISTIAN CAMPOS, BARBARA SOUTH and CHRISTOPHER CSIKORTOS.**
11. Motion to adjourn Salary Board.

Motion to reconvene the Commissioners' Meeting.

OLD BUSINESS

1. Motion to open the bids received for the purchase of groceries and frozen foods for the Correctional Facility.

NEW BUSINESS

1. Motion to adopt Resolution No. 18-15, Fair Housing.
2. Motion to adopt Resolution No. 18-16, Designating a Fair Housing Officer and a Fair Housing Complaint Procedure.
3. Motion to advertise a Notice of Fair Housing Officer and Complaint Process for Pike County.
4. Motion to advertise for bids for the Pike County Correctional Facility Wastewater Treatment Plan Influent Structure Bypass Project.
5. Motion to authorize the Chairman to execute the Lease Agreement Amendment between General Services Administration and the County of Pike, on behalf of the Correctional Facility, as recommended by the Prison Board.
6. Motion to execute the Agreement for Professional Services between Catholic Social Services and the County of Pike, on behalf of the Correctional Facility for drug and alcohol treatment services, as recommended by the Prison Board.
7. Motion to execute the Agreement for Professional Services between Diana T. Myers and Assoc. and the County of Pike, on behalf of the Area Agency on Aging for the SHARE Program.
8. Motion to execute the Lease Agreement for Nutrition Project Site between American Legion Post 851 and the County of Pike, on behalf of the Area Agency on Aging.
9. Motion to execute the Pennsylvania Commission on Crime and Delinquency Grant Application for the Victim Witness Program in the amount of \$133,763 on behalf of the District Attorney's Office.
10. Motion to execute the 2018-19 Juvenile Court Judges' Commission Juvenile Probation Services Grant-in-Aid Award Notification in the amount of \$130,804.
11. Motion to accept the proposal from Mountain Environmental & Radon Services for the completion of a lead based paint inspection for the CDBG Housing Rehabilitation Programs, on behalf of the Human Development Office.
12. Motion to execute the State Food Purchase Program Temporary Emergency Food Assistance Sub-Grant Agreement between the County of Pike, on behalf of the Human Development Office and the following food pantries: Holy Trinity, Bushkill Outreach, Blooming Grove, Ecumenical and Pike County.
13. Motion to authorize the Chairman to execute Pike County Senior Rental Assistance Contract #33 on behalf of the Human Development Office.
14. Motion to authorize the Chairman to execute the Senior Rental Assistance voucher for Delaware Run for \$2,090 for October 2018, on behalf of the Human Development Office.

MISCELLANEOUS

- Penn State Extension –September 16-30, 2018 Events.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT: THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, OCTOBER 3, 2018, AT 9:00 A.M., AT THE PIKE COUNTY ADMINISTRATION BUILDING.