

**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.