

**Commissioners' Conference Minutes**  
**Wednesday, June 22, 2022**

**PRESENT:** Commissioner Osterberg; Commissioner Schmalzle; Chief Clerk Orben; Assistant Chief Clerk Gromalski; and Treasurer Gilpin.

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to amend the agenda to add item number 8 under New Business.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the Agenda as amended.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve payment from the following: **GENERAL FUND (County Bills)**..... **\$ 188,741.75**

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

**PERSONNEL**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to hire **PRISCILLA CASTILLO** as Legal Secretary, for the Public Defender's Office, for a 37.5-hour work week, effective July 5, 2022, with benefits after 90 days. This is a replacement position.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to hire **ANN MARIE GUTIERREZ** as County Caseworker I, for Children and Youth Services, for a 40-hour work week, effective June 21, 2022, with benefits after 90 days and a 70-day probationary period with a follow up drug test. This is a replacement position.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to hire **DANIEL CONKLIN** as temporary Youth Programs Assistant for the Summer Youth Employment Training Program, for the Workforce Development Agency, for a 37.5-hour work week, effective June 24, 2022 through September 2, 2022, dependent on a background check and drug test results. This is a replacement position.

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

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

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

**A SALARY BOARD MEETING WAS HELD.**

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

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

**NEW BUSINESS**

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the following Human Services Payment Vouchers: American Recovery Plan in the amount of \$5,060.84; Emergency Rental Assistance Program (ERAP) in the amount of \$33,407.12; and Emergency Rental Assistance Program 2.0 (ERAP 2.0) in the amount of \$2,550.00; on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the 2020-CDBG Program Payment Voucher in the amount of \$24,187.52 to Hailstone Economic, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the Affordable Housing Payment Voucher in the amount of \$2,654.59 to Hailstone Economic for Consulting Services, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to approve the Affordable Housing Payment Voucher in the amount of \$2,400 to Ray Evans for Vargas & Freeman 1st Inspection, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to appoint **MATTHEW OSTERBERG**, Pike County Commissioner, as the County Representative to the Northeastern Pennsylvania Metropolitan Planning Organization (NEPA MPO) Technical Planning Committee for the term beginning July 1, 2022 through June 30, 2024.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to appoint **BRIAN SNYDER**, Pike County Planning, as the County Representative Alternate to the Northeastern Pennsylvania Metropolitan Planning

Organization (NEPA MPO) Technical Planning Committee for the term beginning July 1, 2022 through June 30, 2024.  
**VOTE:** Commissioners Osterberg and Schmalzle voted 'aye'. Motion carried.

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to appoint **MICHAEL MROZINSKI**, Pike County Planning, as the At- Large Representative to the Northeastern Pennsylvania Metropolitan Planning Organization (NEPA MPO) Technical Planning Committee for the term beginning July 1, 2022 through June 30, 2024.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to appoint **R. ANTHONY WALDRON**, Pike County Commissioner, as the At- Large Representative Alternate to the Northeastern Pennsylvania Metropolitan Planning Organization (NEPA MPO) Technical Planning Committee for the term beginning July 1, 2022 through June 30, 2024.

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

**MOTION:** by Commissioner Schmalzle and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Worker Protection and Investment Certification Form, on behalf of the Office of Community Planning.

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

Commissioners' Conference was adjourned.