

**Commissioners' Conference Minutes
Wednesday, July 27, 2022**

PRESENT: Commissioners Osterberg, Schmalzle and Waldron; Chief Clerk Orben; and Assistant Chief Clerk Gromalski.

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the Agenda.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve payment from the following: **GENERAL FUND (County Bills)..... \$ 1,019,671.27**

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the return of 2019 County taxes paid on property assessed to Fuhai Li and Hu Hon; Control #13-0-104373, Unit 7.1 Phase 1 Milford Landing, as presented by Cynthia Gehris, Tax Claim Bureau Director.

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

PERSONNEL

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to change the title of **KRISTINE ST. JOHN** from Financial Caseworker to Pre-Trial Caseworker in the Adult Probation Department, effective August 1, 2022. This is a re-naming of the current position. There is no change to salary or benefits.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to change the title of **FRANKIE MARKS** to Payroll Administrator in the Finance Department, effective August 1, 2022. This is a re-naming of the current position. There is no change to salary or benefits.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to change the status of **EILEEN MARCRANDER** from part-time to full-time Clerk in the Prothonotary's Office, for a 37.5-hour work week, effective August 1, 2022, with benefits after 90 days.

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

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

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

A SALARY BOARD MEETING WAS HELD.

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

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

NEW BUSINESS

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to execute the Open-End (Equity) Lease Rate Quote between Enterprise Fleet Management and the County of Pike.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to execute the Subgrant Award Notification from the Pennsylvania Commission on Crime and Delinquency for the PikeCARE Grant 37337, on behalf of the Adult Probation Department.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the following Human Services Payment Vouchers on behalf of the Office of Human Services: PHARE in the amount of \$1,396.00 and Emergency Rental Assistance Program (ERAP) in the amount of \$15,370.15.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the 2020 CDBG Program Payment Voucher in the amount of \$1,036.00, payable to Center for Developmental Disabilities, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the 2020 CDBG Program Payment Voucher in the amount of \$7,752.25, payable to Kids Play Today, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the 2020 CDBG Program Payment Voucher in the amount of \$10,449.49, payable to Family Promise of Monroe, for the Mortgage Assistance Program, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to approve the Affordable Housing Payment Voucher in the amount of \$864.35, payable to Ray Evans, for V. Frano Final Inspection, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to execute the Pike County Rental Assistance Contract between M. Milesl and the County of Pike, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to authorize the Chairman to execute the Professional Services Agreement between EHC Associates and the County of Pike, on behalf of the Commissioners, for the following project: Asbestos Survey and Lead Paint Inspection Abatement Plans and Specs, at 109 Bennett Avenue, in Milford.

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

MOTION: by Commissioner Schmalzle and seconded by Commissioner Waldron, to execute the Purchase of Service Agreement between Pennsylvania Mentor and the County of Pike, on behalf of Children and Youth Services.

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

Commissioners' Conference was adjourned.