

**Commissioners' Conference Minutes  
Wednesday, May 10, 2023**

**PRESENT:** Commissioners Osterberg, Schmalzle and Waldron; and Treasurer Gilpin. Chief Clerk Gromalski present via phone.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to call the conference to order at 11:00 A.M.

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

**Public Comments/Questions concerning today's agenda- NONE.**

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to amend the agenda to include an item under **OLD BUSINESS:** Motion to open bids for the leasing of approximately 80 acres of tillable fields for the purpose of planting for the 2023 growing season.

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

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

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **GENERAL FUND (County Bills)** ..... **\$728,424.83**

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **DEBT SERVICE** ..... **\$133,088.77**

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **SRCP DEBT SERVICE** ..... **\$52,016.91**

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **ACT 44** ..... **\$15,980.70**

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **PIKE COUNTY EMPLOYEE HEALTH INSURANCE** ..... **\$82,929.02**

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

**PERSONNEL**

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **EMILIE PROTSKO** as Summer Intern in the Public Defender's Office, through the Workforce Summer Youth Program, effective May 15, 2023.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **PATRICIA STROYAN** as part-time employee in the Planning and Mapping Office, for less than 1,000 hours per year, effective May 3, 2023.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to eliminate the position of Special Assistant to the Commissioners in the Commissioners' Office.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **VICTORIA PEDONE** as License to Carry Clerk in the Sheriff's Office, for a 40-hour work week, effective May 15, 2023, pending drug test results, with benefits after 90-days. This is a replacement position.

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

**Motion to recess the Commissioners Conference to hold a Salary Board Meeting.**

**A Salary Board Meeting was held.**

**Motion to adjourn the Salary Board Meeting and reconvene the Commissioners Conference.**

**OLD BUSINESS**

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to open bids for the leasing of approximately 80 acres of tillable fields for the purpose of planting for the 2023 growing season.

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

Commissioner Osterberg stated that one bid was received from Hillcrest Farm in the amount of \$2,500.00. He then asked for a motion to award the bid to Hillcrest Farm.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to award the bid to Hillcrest Farm in the amount of \$2,500.00.

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

**NEW BUSINESS**

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the following Human Services Payment Vouchers, on behalf of the Office of Human Services: State Food Purchase Program in the amount of \$1,313.43; Human Services Development Funds in the amount of \$23,493.00; and Homeless Assistance Program in the amount of \$191.50.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the Affordable Housing Payment Voucher in the amount of \$3,488.00, payable to Delaware Run Associates for May Subsidy, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the CDBG Payment Voucher in the amount of \$2,965.50, payable to Green Trees Early Learning Center, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute Pike County Rental Assistance Contract #52, on behalf of the Office of Human Services.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Allocation Letter acknowledging Pike County's Final Fiscal Year 2021-2022 Medical Assistance Transportation Program (MATP) allocation amount of \$79,462.00, on behalf of the Transportation Department.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the 2023-2024 PCoRP Insurance Costs Quotation.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Certification of Cost Allocation Plan, on behalf of Children and Youth Services.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Renewal of Existing Wastewater Facility Application for the Delaware River Basin, on behalf of the Correctional Facility.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the quote from Sign Here Sign Co., on behalf of the District Attorney's Office.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the amended Memorandum of Understanding between Saw Creek Estates and the County of Pike, on behalf of the Area Agency on Aging.

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

**PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT- NONE**

Commissioners' Conference was adjourned.

**THE NEXT PUBLIC MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, MAY 17, 2023, AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.**