

**Commissioners' Conference Minutes
Wednesday, June 14, 2023**

PRESENT: Commissioners Osterberg, Schmalzle and Waldron; Chief Clerk Gromalski and Treasurer Gilpin

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 approve the Agenda.

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)** **\$475,101.04**

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 FUND** **\$159,936.06**

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

PERSONNEL

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **MARTYNA BRZESKA** as full-time Welfare Programs Case Manager in the Workforce Development Agency, for a 37.5-hour work week, effective July 5, 2023, with benefits after 90 days. This is a replacement position.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to create the position of part-time temporary Clerk in the Prothonotary's Office, for less than 1,000 hours per year, effective June 20, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **YVONNE MERRILL** as part-time temporary Clerk in the Prothonotary's Office, for less than 1,000 hours per year, effective June 20, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to change the title of **MARGARET COLLINS** to Executive Administrator/Paralegal in the Public Defender's Office, effective June 20, 2023.

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 reconvene the Commissioner's Conference.

OLD BUSINESS

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Contract Documents and Technical Specifications for the Pike County Jail ICE Building Roof Replacement Project.

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: Human Services Development Fund in the amount of \$1,317.78; Emergency Rental Assistance Program 2.0 (ERAP 2.0) in the amount of \$54,796.60; and American Recovery Act in the amount of \$60,905.35.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the Affordable Housing Fund Payment Voucher in the amount of \$625.00, payable to the Homeless Assistance Program, 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 Affordable Housing Fund Payment Voucher in the amount of \$10,000.00, payable to Homeless Assistance Program, 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 the Purchase of Service Agreement between Drug & Alcohol Rehabilitation Services, LLC. and the County of Pike, on behalf of Children and Youth Services.

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

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

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

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

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Contract for Professional Services between Children's Advocacy Center of NEPA and the County of Pike, on behalf of Children and Youth Services.

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

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

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

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

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Purchase of Service Agreement between Pentz Run Youth Services and the County of Pike, 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 Exhibit A-4 to Site License Agreement between The Commonwealth of Pennsylvania, acting by and through the Pennsylvania State Police and the County of Pike, on behalf of the Public Safety Department.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Addendum to Pike Medical Foundation Schedule C.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Pennsylvania CASA Association Affiliation Agreement for Local Programs, on behalf of CASA.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Senior Community Center Grant Agreement between the Commonwealth of Pennsylvania, Department of Aging, and the County of Pike, on behalf of the Area Agency on Aging.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to appoint **CHARLES LUTZ** to the Pike County Economic Development Authority Board to fill the unexpired term of Mike Spencer, ending 12/31/25.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Bid Proposal from Kane Architectural Innovations, Inc.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to replace Resolution No. 23-11, Eliminate The Inclusion of Veterans' Disability Compensation Towards the Financial Eligibility Guidelines for Veterans' Real Estate Tax Exemption, with Resolution No. 23-29, Pike County Disabled Veterans' Real Estate Tax Exemption Program.

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, JUNE 21, 2023, AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.