

**Commissioners' Conference Minutes  
Wednesday, August 23, 2023**

**PRESENT:** Commissioners Osterberg, Schmalzle and Waldron, and Chief Clerk Gromalski.

**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.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to amend the agenda to include and additional item under **NEW BUSINESS**; Motion to execute the Purchase of Service Agreement between Bethany Homes, Inc and the County of Pike, on behalf of Children and Youth Services.

**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 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)** ..... **\$414,554.39**

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **DEBT SERVICE** ..... **\$294,507.89**

**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** ..... **\$44,486.09**

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

**PERSONNEL**

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to promote **CARMEL SANTIAGO** to Office Assistant/Job Developer for the Workforce Development Agency for a 30-hour work week, effective August 23, 2023.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to promote **JESSICA COLLIGAN** to Assistant Director of Tax Claim for the Tax Claim Bureau, effective August 28, 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 execute Change Order No. 1 for 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: PHARE in the amount of \$5,255.00 and Human Services Development Fund in the amount of \$10,000.00.

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

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance, 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 Worker Protection and Investment Certification Form, 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 Federal Funding Accountability and Transparency Act Sub-Recipient Data Sheet, 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 Delegation of Signing Authority for CDBG and HOME Invoices, 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 Application for Special Use Permit Short Form for Delaware Water Gap National Recreation Area.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Plans of Safe Care Support Grant Application documents, 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 New Way 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 execute the Child Advocacy Centers Birth Certificate Grant Application #40868, on behalf of the Dickson House Childrens' Advocacy Center.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Project Modification Request Grant #32922, on behalf of the Dickson House Childrens' Advocacy Center.  
**VOTE:** All members voted 'aye'. Motion carried.

**MOTION:** by Commissioner Waldron and seconded by Commissioner Schmalzle, to execute the Purchase of Service Agreement between Bethany Homes, Inc and the County of Pike, on behalf of Children and Youth Services.  
**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, SEPTEMBER 6, 2023, AT 11:00 AM IN THE PIKE COUNTY ADMINISTRATION BUILDING.**