

AGENDA
WEDNESDAY, APRIL 5, 2023, 11:00 A.M.
PIKE COUNTY COMMISSIONERS' MEETING

1. Call to Order.
2. Pledge of Allegiance.

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

1. Approve April 5, 2023, Agenda.
 2. Approve March 15, 2023, Meeting Minutes.
 3. Approve March 22 and 29, 2023, Conference Minutes.
 4. Approve payment from **GENERAL FUNDS (County Bills)** \$ 625,922.38
 5. Approve payment from **ACT 89** \$ 8,430.00
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PERSONNEL

1. Motion to hire **JENNIFER ZOSCHAK** as Caseworker 1 for Children and Youth Services for a 40-hour work week, effective April 10, 2023, with benefits after 90 days, pending drug test results. This is a replacement position.
2. Motion to hire **ANITA CONLEY** as full-time Clerk in the Prothonotary's Office for a 37.5-hour work week, effective April 3, 2023, with benefits after 90 days. This is a replacement position.
3. Motion to promote **DEBORAH RUNNALLS** to Civil Process Office Manager in the Sheriff's Office, effective April 9, 2023.
4. Motion to hire **EDWARD REEVES** as Assistant Public Defender in the Public Defender's Office for less than 1,000 hour per year, effective May 1, 2023, pending drug test results, with benefits after 90 days. This is a replacement position.

Motion to recess the Commissioners' Meeting to hold a Salary Board Meeting.

SALARY BOARD

1. Motion to convene Salary Board.
2. Motion to approve the March 15, 22 and 29, 2023 Salary Board Minutes.
3. Motion to set the annual salary of **JENNIFER ZOSCHAK** at \$36,342.00, as Caseworker 1 for Children and Youth Services for a 40-hour work week, effective April 10, 2023, with benefits after 90 days, pending drug test results.
4. Motion to set the hourly rate of **ANITA CONLEY** at \$12.75 per hour, as full-time Clerk in the Prothonotary's Office for a 37.5-hour workweek, effective April 3, 2023, with benefits after 90 days.
5. Motion to increase the hourly rate of **DEBORAH RUNNALLS** to \$28.00 per hour, due to her promotion to Civil Process Office Manager in the Sheriff's Office, effective April 9, 2023.
6. Motion to set the annual salary of **EDWARD REEVES** at \$36,000.00, as Assistant Public Defender in the Public Defender's Office for less than 1,000 hour per year, effective May 1, 2023, pending drug test results, with benefits after 90 days.
7. Motion to adjourn the Salary Board.

Motion to reconvene the Commissioners' Meeting.

NEW BUSINESS

1. Motion to adopt Resolution No. 23-17, National County Government Month, April 2023.
2. Motion to adopt Resolution No. 23-18, Child Abuse Awareness Month, April 2023.
3. Motion to approve the following Human Service Payment Vouchers, on behalf of the Office of Human Services: Emergency Rental Assistance Program 2.0 in the amount of \$114,874.15; Homeless Assistance Program in the amount of \$1,000.00; and PHARE in the amount of \$3,149.00.
4. Motion to approve the CDBG Payment Voucher payable to Pro Solutions Home Renovations LLC, in the amount of \$8,445.50, on behalf of the Office of Human Services.
5. Motion to approve the CDBG Payment Voucher payable to Pike County Dispatch in the amount of \$160.00, on behalf of the Office of Human Services.
6. Motion to approve the CDBG Payment Voucher payable to Pro Solutions Home Renovation LLC, in the amount of \$8,287.00, on behalf of the Office of Human Services.
7. Motion to approve the CDBG Payment Voucher payable to Pro Solutions Home Renovations LLC, in the amount of \$16,371.00, on behalf of the Office of Human Services.

8. Motion to approve the Affordable Housing Payment Voucher payable to Delaware Run in the amount of \$3,488.00, on behalf of the Office of Human Services.
9. Motion to approve the Affordable Housing Payment Voucher payable to Pro Solutions Home Renovations LLC, in the amount of \$5,654.50, on behalf of the Office of Human Services.
10. Motion to authorize the Vice-Chairman to execute the Housing Rehabilitation Lien for Surrey Lane, on behalf of the Office of Human Services.
11. Motion to authorize the Vice-Chairman to execute the Housing Rehabilitation Lien for Pinto Court, on behalf of the Office of Human Services.
12. Motion to authorize the Vice-Chairman to execute the LSA Payment Request Forms, on behalf of the District Attorney's Office.
13. Motion to authorize the Vice-Chairman to execute the Agreement for Engineering Services between Pike County and MHE Engineering, D.P.C. for Professional Services Related to Bennett Ave Building #2: Central Filling.
14. Motion to appoint Rachel Marques to the Open Space, Greenways, & Recreation Plan Study Committee, representing Pike County Conservation District.
15. Motion to appoint Frank Tarquinio to the Open Space, Greenways, & Recreation Plan Study Committee, representing Pike County Planning Commission.
16. Motion to appoint Tim Dugan to the Open Space, Greenways, & Recreation Plan Study Committee, representing DCNR Bureau of Forestry.
17. Motion to appoint Cheryl Schmitt to the Open Space, Greenways, & Recreation Plan Study Committee, representing Porter Township.
18. Motion to appoint Tim Morey to the Open Space, Greenways, & Recreation Plan Study Committee, representing Blooming Grove Township.
19. Motion to appoint Dr. Maria Farrell to the Open Space, Greenways, & Recreation Plan Study Committee, representing Milford Borough
20. Motion to appoint the following individuals as At-Large Representatives to the Open Space, Greenways, & Recreation Plan Study Committee: Joe Dunne, Kelly Daly, Chris Monroe, Jaclyn Ellefsen, Nick Spinelli and Tim Foglio.
21. Motion to adopt the Network Security policy and Spousal Coverage Eligibility policy into the Pike County Employees' Manual.
22. Motion to execute the Collective Bargaining Agreement between Pike County and Teamsters Local Union 229 (Detectives) For the Period of: January 1, 2022 through December 31, 2025, and Schedule A, on behalf of the District Attorney's Office.

MISCELLANEOUS:

- PennState Extension Calendar of Events
- 25th Annual Fishing Derby- Saturday, April 15
- Comprehensive Plan Community Survey- Michael Mrozinski, Office of Community Planning Director
- EMS and Fire Training Report- Tim Knapp, Office of Emergency Management Director

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, APRIL 19, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

PIKE COUNTY COMMISSIONERS

PIKE COUNTY ADMINISTRATION BUILDING

506 BROAD STREET

MILFORD, PA 18337

570-296-7613

FAX: 570-296-6055

MATTHEW M. OSTERBERG
RONALD R. SCHMALZLE
R. ANTHONY WALDRON

COMMISSIONERS



KRISTA GROMALSKI
CHIEF CLERK

THOMAS F. FARLEY, ESQ.
COUNTY SOLICITOR

DRAFT RESOLUTION NO. 23-17 NATIONAL COUNTY GOVERNMENT MONTH APRIL 2023

WHEREAS, the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, Pike County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties President Denise Winfrey, NACo is demonstrating how "Counties RISE!," demonstrating exemplary Resiliency, Inclusion, Solvency, and Empowerment; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, the Pike County Board of Commissioners, do hereby proclaim April 2023 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

R. Anthony Waldron, Commissioner

Attest:

Krista Gromalski, Chief Clerk
April 5, 2023

PIKE COUNTY COMMISSIONERS

PIKE COUNTY ADMINISTRATION BUILDING
506 BROAD STREET
MILFORD, PA 18337
570-296-7613
FAX: 570-296-6055

MATTHEW M. OSTERBERG
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R. ANTHONY WALDRON

} COMMISSIONERS



KRISTA GROMALSKI
CHIEF CLERK

THOMAS F. FARLEY, ESQ.
COUNTY SOLICITOR

DRAFT
RESOLUTION NO. 23-18
CHILD ABUSE PREVENTION MONTH
APRIL 2023

WHEREAS, Children are our most valuable resource and yet they are so vulnerable. All children deserve to be safe and have an opportunity to thrive, learn , and grow in an environment that fosters health development; and

WHEREAS, child abuse and neglect is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, child abuse can have long-term psychological, emotional, physical effects that have lasting consequences for victims of abuse and even future generations; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between children’s advocacy centers, child welfare professionals, law enforcement agencies, education, health, community- and faith-based organizations, businesses, and families; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

WHEREAS, prevention remains an essential function of preserving the bright future we hope for all children and families; and

NOW, THEREFORE, The Pike County Commissioners, do hereby proclaim April 2023 as NATIONAL CHILD ABUSE PREVENTION MONTH in Pike County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

BOARD OF COMMISSIONERS OF PIKE COUNTY

Matthew M. Osterberg, Chairman

Ronald R. Schmalzle, Vice Chairman

Attest:

R. Anthony Waldron, Commissioner

Krista Gromalski, Chief Clerk
April 5, 2023



Penn State Extension April 5, 2023 Upcoming Events

COMMUNITY DEVELOPMENT

4-H/YOUTH:

ADULTS: WE NEED YOU!!

Pike County 4-H is in desperate need of adult volunteers to lead youth groups! Share what you are passionate about with kids who are interested in learning a new skill or hobby. As a Group Leader, you determine the time you spend in the activity that you choose to do. 4-H will help with supplies and support. Consider volunteering your time to make a difference in a child's life. **4-H is open to youth ages 5-18**, unless otherwise noted. Contact Penn State Extension in Pike County for more information on the 4-H program by calling 570-296-3400 or send an email to the 4-H coordinator, Angela Smith, at axs1397@psu.edu

Please Like us on Facebook at <https://www.facebook.com/PikeCountyPa4H/>.

4-H Future First Responders Camp – *In person Event*, June 26 – 30, 2023, (9:30 AM – 3:30 PM ET) – Join the 4-H, Department of Public Safety, and a host of local first responders for a week of fun and educational activities that introduce students to the world of Emergency Services. Learn emergency preparedness, CPR/first aid, and Leadership skills. For Middle and High School Students. To register, contact Angela Smith at pike4-h@psu.edu, or call 570-832-2804.

WATER:

Penn State offers **Drinking Water Testing** through the Penn State University Lab. Call the Extension office at 570-832-2800 to arrange to pick-up test kits and information. Test results take one to three weeks or more depending on the test. For more information on Water Quality, visit: <http://extension.psu.edu/natural-resources/water>, or call us at 570-832-2800.

Water Webinar Series - The Water Webinar Series is hosted by the Penn State Extension Water Resources team. Learn about a variety of private water topics such as common health and aesthetic impacts on drinking water supplies, preventing bacteria contamination, well construction, and septic systems. Each event will include an interactive Q&A session with the presenters! Go to extension.psu.edu and search 'Water Webinar Series'. There is no fee for this event, however you must register.

**** Bacteria in Drinking Water, April 12th, 1PM ****

FOOD SAFETY:

ServSafe Food Safety Program is for individuals who are serving as managers or are in a supervisory role requiring certification. Upon successful completion, participants will receive the **ServSafe®** Food Protection Manager Certificate. Training meets the Pennsylvania Department of Agriculture requirements for the Food Employee Certification Act. Search the website for your closest class location and dates. <https://extension.psu.edu/servsafe> There is a \$165.00 fee for this course and you must pre-register.

GARDENING:

Second Saturday Gardening Series – *On Demand Webinars*. Visit our website extension.psu.edu and search 'Second Saturday Gardening Series.' You will find very informative classes on Composting, Enjoying Holiday Plants, Nature in Autumn, Winter Sowing, Pollinators, House Plant Propagation, Seed Starting, Pruning, Care of Winter Holiday Plants.

Know your Natives Series - *On Demand Webinars*. Visit our website extension.psu.edu and search 'Know your Natives Series.' Expand garden enthusiasts' knowledge and appreciation of these versatile and valuable plants. The Master Gardeners will cover native plants' many benefits to our home gardens and landscapes. Speakers will focus on

pollinator-friendly native plants in this fall series. However, the plants can be used in all native plantings in the garden and landscape. Enjoy classes on Native Seeds, Under Appreciated Plants, Shrubs and more. There is a \$10. fee and you must pre-register.

** Know Your Natives: Flowering Trees will be available Wed. Apr. 5, 2023, 7PM to 8PM
**

Stay Connected with the Master Gardeners! *Home Garden News* has the latest news and information on classes, workshops, publications, videos, and online and in-person events. This monthly newsletter covers topics like vegetable, herb, and fruit production; garden and landscape maintenance practices; pest and disease identification and management; Master Gardener volunteer training; and more! Sign up to receive news, upcoming event details, gardening information, and the monthly e-newsletter. <https://extension.psu.edu/trees-lawns-and-landscaping/home-gardening> By entering your email, you consent to receive communications from Penn State Extension. [View our privacy policy.](#)

Books for Growing Young Gardeners - *Via Zoom*, Wed., Apr. 5, 2023, (6:30 PM - 8:00 PM ET). Capturing the interest and imagination of children through books is a great way to get them into the garden. Books are also a resource to help grandparents, teachers, and other caregivers plan interactive garden activities. This webinar, *Books for Growing Young Gardeners* will highlight some of the best titles currently in print. <https://extension.psu.edu/books-for-growing-young-gardeners> There is no fee for this event. However, you must pre-register.

Spring Fest Lecture Series - *Via Zoom*, Apr. 11, 19, 20, 26, & 27, 2023, (7:00 PM - 8:00 PM ET). Expand your knowledge about all things gardening, from the comfort of your home, with the Penn State Extension Master Gardeners of Delaware County! Local horticultural experts will lead the *Spring Fest Lecture Series*, with topics including tips on growing tasty tomatoes, gardening with native plants, and the life of pollinators. <https://extension.psu.edu/spring-fest-lecture-series> There is a \$10. Fee for each live webinar series. Register for one lecture or attend all five at a discounted price (for a limited time). Pre-register to receive recorded links.

Veggie Series Part II - *Via Zoom*, Apr. 12, 2023, (6:00 PM). Penn State Master Gardeners of Dauphin County will host a variety of gardening presentations during the **Veggie Series Part II**. Growing tomatoes, common pests and diseases that can harm a vegetable garden, beneficial insects, and Integrated Pest Management (IPM), are just some of the topics that will be presented. <https://extension.psu.edu/veggie-series-part-ii-webinar> There is a \$5.00 fee for this webinar and you must pre-register by April 9th.

Growing Berries in Your Backyard - *Via Zoom*, Sat., Apr. 15, 2023, (10:00 AM - 12:00 PM ET) If you are interested in growing your fruit, join us for *Growing Berries in Your Backyard* to learn about fruits that can be grown in smaller spaces. Penn State Extension's Kathy Demchak, who has studied and grown fruit for 30 years, will share information on strawberries, raspberries, blackberries, blueberries, and elderberries. We will cover growing information and pointers on pest control and highlight varieties bred for disease resistance. Kathy will provide information to help attendees choose varieties suited to their needs. <https://extension.psu.edu/growing-berries-in-your-backyard> There is a \$5.00 fee for this webinar and you must pre-register by April 14th.

WORKSHOPS & WEBINARS

Living on a Few Acres Series - *Via Zoom, various dates*. Join us for the Living on a Few Acres webinar series and learn about keeping your soil healthy, techniques for growing vegetables and mushrooms, food preservation, and more! This webinar series was developed for beginning producers, homesteaders, hobbyist farmers or anyone looking to become more self-sufficient in producing a crop or product:

Soil Fertility and Garden Layout, Thu., Mar. 9, 2023 (6:00 PM - 8:00 PM ET)

Vegetable and Mushroom Production, Thu., Mar. 16, 2023 (6:00 PM - 8:00 PM ET)

Greenhouse and Hydroponic Production, Thu., Mar. 23, 2023 (6:00 PM - 8:00 PM ET)

Tree and Small Fruit Production, Thu., Mar. 30, 2023 (6:00 PM - 8:00 PM ET)

Maple Syrup Production and Beekeeping, Thu., Apr. 6, 2023 (6:00 PM - 8:00 PM ET)

Food Preservation, Thu., Apr. 13, 2023 (6:00 PM - 8:00 PM ET)

Visit our website extension.psu.edu and search 'Living on a Few Acres'. There is a \$5. fee for each webinar and you must pre-register.

Understanding Alzheimer's Disease *via Zoom*, Tue., Apr. 11, 2023, (12:00 PM ET) In the United States alone, more than 5 million individuals are living with Alzheimer's and 16 million are serving as their unpaid caregivers. The disease is a global crisis that impacts

numerous families right here in our community. However, no one has to face this disease alone or without information. *Understanding Alzheimer's Disease* is here to help. The Alzheimer's Association® partnered with Penn State Extension to provide this educational program covering the basics of Alzheimer's and dementia. It provides a general overview for people who are facing a diagnosis as well as those who wish to be informed. Participants will explore the relationship between Alzheimer's disease and dementia, learn what happens in a brain affected by Alzheimer's, learn about risk factors and the three general stages of the disease, and receive other helpful Alzheimer's resources. <https://extension.psu.edu/understanding-alzheimers-disease> There is no fee for this webinar, however you must pre-register by April 10, 2023. Registrants will also receive access to the webinar recording.

Ecosystem Research: Bedrock and Climate Change - Adapting Forests for the Future – Via Zoom, Fri., Apr. 14, 2023, (12:00 PM - 1:00 PM ET) *Bedrock and Climate Change - Adapting Forests* is a segment of the Ecosystem Research webinar series. Denise Alving, a fourth-year Ph.D. candidate at Penn State University, will present her research on how bedrock conditions and the changing climate will impact the species of trees that can grow in Pennsylvania's forests. Her research involves comparing the growth of five native tree species to four species that are projected to do well with climate change. Species were selected for their projected migration with future climate conditions and likely importance to future forests. Participants will learn about tree physiology, forest genetics, and the opportunities and challenges of plantings. Who is this for? Landowners, Farmers, Natural Resource Professionals. <https://extension.psu.edu/ecosystem-research-bedrock-and-climate-change-adapting-forests-for-the-future> There is no fee for this event. However, you must pre-register.

The Volumetrics Weigh of Life: Weight Management Plan – Via Zoom, Apr. 19 & 26, 2023; May 3, 10, 17 & 24, 2023, (12:00 PM - 1:00 PM ET). The *Volumetrics Weigh of Life: Weight Management Plan* teaches fundamental weight management principles on eating the "Volumetrics" way and emphasizes sustainable eating patterns for lifelong weight management. Each of the six classes provides calorie density lessons, food demonstration videos, examples of Volumetrics food choices, and interactive learning opportunities through small group discussions. <https://extension.psu.edu/the-volumetrics-weigh-of-life-weight-management-plan> There is a \$60. Fee for this program. You must pre-register by April 18th.

SPOTTED LANTERNFLY

Pike County is in the quarantine area. If you have spotted this insect, please call our hotline at 1-888-422-3359 immediately to report a sighting or contact your local Penn State Extension office with questions on spotted lanternfly management.



The Spotted Lanternfly lay egg masses from October through December. Egg masses laid on hard surfaces, including trees, stones, patio furniture, etc. The egg masses are covered in a white putty-like substance, which age over time to look like cracked mud. Each mass can hold 30 to 50 eggs and can survive over winter.

Image by Erica Smyers.

Learn about the Spotted Lanternfly (SLF), and what action you can take to stop the spread of this invasive insect that is threatening the northeastern United States from our website: <https://extension.psu.edu/spotted-lanternfly>

Please visit <https://extension.psu.edu> to search for more topics that may be of interest, or visit <https://extension.psu.edu/aboutme> to sign up to have up-to-date information of your choosing emailed directly to you.

Tell us what you think!

Share your voice!

**Take the Imagine Pike County 2035
Comprehensive Plan Community Survey**



VISIT PIKEPA.ORG
or scan the QR code
to share your thoughts >>



Wednesday, March 15, 2023

The second regular meeting of March, 2023 of the Pike County Commissioners was called to order by Commissioner Schmalzle at 11:00 a.m. at the Pike County Administration Building, followed by the "Pledge of Allegiance" to the flag.

PRESENT: Commissioners Osterberg and Waldron; Commissioner Schmalzle via ZOOM; Chief Clerk Gromalski; and Solicitor Farley.

Commissioner Osterberg asked if he could first have a motion to amend today's Agenda to include, under **NEW BUSINESS**, we'll make it #16, to adopt Resolution #23-16, a Resolution authorizing Chairman to execute a Tax and Revenue Anticipation Note of 2023.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to amend today's Agenda to include, under **NEW BUSINESS** an additional item, #16.

VOTE: Commissioners Osterberg, Schmalzle and Waldron voted 'aye'

Public Comments/Questions concerning today's agenda – none.

Motion to recess the Commissioners' Meeting to hold a Retirement Board Meeting.

A RETIREMENT BOARD MEETING was held.

Motion to adjourn the RETIREMENT BOARD MEETING and reconvene the Commissioners' Meeting.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the March 15, 2023, Agenda.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the March 1, 2023, Meeting Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the March 8, 2023, Conference Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the **GENERAL FUNDS** in the amount of **\$705,399.11**.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the **PIKE COUNTY HEALTH INSURANCE FUND** in the amount of **\$79,763.82**.

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

PERSONNEL

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **EMILY MANSFIELD** as Communications Coordinator Grade 1 for the Conservation District, for a 40-hour work week, effective March 27, 2023, with benefits after 90 days. This is a replacement position.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to promote **RICHARD WILHELM** to Transportation Dispatcher for the Area Agency on Aging, for a 30-hour work week, effective March 13, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **FRANCES HLAVACEK** as Aging Care Manager III for the Area Agency on Aging for a 40-hour work week, effective March 20, 2023, with benefits after 90 days. This is a replacement position.

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

Motion to recess the Commissioners' Meeting to hold a SALARY BOARD MEETING.

A SALARY BOARD MEETING WAS HELD.

Motion to adjourn the SALARY BOARD MEETING and reconvene the Commissioners' Meeting.

NEW BUSINESS

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-07, Declaring March 12 – 18, 2023, as AmeriCorps Week in Pike County.

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

Commissioner Waldron read Resolution No. 23-07 aloud.

Present were Dawn Houtaling from RSVP, Retired Seniors Volunteer Program, of Berks, Pike and Wayne Counties; via ZOOM, Robin Skibber, Director of the Pike Area Agency on Aging Office; and Mr. Wendell Kay from Wayne County was also present at meeting.

Dawn Houtaling said they are funded by a Federal Grant through Americorps and sponsored by Diakon Community Services. They work closely with Pike County Area Agency on Aging seeking to engage seniors aged 55 and over to volunteer with

enriching opportunities. Our focus in Pike County is to help seniors age in place and live independently. Our volunteers help meet some of the most critical needs: delivery meals to homebound seniors, assist at local senior centers and food pantries, calling seniors via our Senior Chat Program, fielding calls for Hands of Hope Program and counsel seniors on the Medicare PA Medi Program and volunteering Ombudsmen and serving Seniors Incorporated, assisting with the Salvation Army and American Red Cross and many other organizations. Volunteers are always needed. Everyday RSVP volunteers make it a priority to help improve the lives of others and strengthen the community. They strongly impact the organizations they serve through their dedicated service. In 2022 our 143 volunteers contributed 10,668 hours of their service for a financial impact of \$319,522.17. To honor them and recognize their service, we are holding our annual Volunteer Recognition Luncheon on Friday, April 28, 2023, from 11AM – 2PM at Ladore Camp Retreat and Conference Center, Carousel Dining Hall in Waymart, PA. You are all invited, and we would love for you to join us. She then introduced Program Director, Mary Grace Pedroso and Wendell Kay, the Chairman.

Wendell Kay said that if there are members present or watching and they would like to become volunteers, they could reach out to Dawn (Houtaling) at houtalingd@diakon.org (570) 390-4540 or go on the website, www.diakon.org and look for RSVP.

Commissioner Osterberg added that his mother worked for the Area Agency on Aging office for many years. She found it very rewarding to do this type of service. Making sure seniors are taken care of in home, that they age in place and as she aged, the same organization that she worked for came to her aide. We appreciate what all of you do.

Joan Edel from Pike County Area Agency on Aging added how helpful RSVP has been for our seniors. Individuals who are in the Senior Chat Program are calling about it and saying how they can't get out, it's winter and they're lonely. I can now refer individuals to Dawn (Houtaling) and they get calls a couple times of week and they feel more connected to the community.

Commissioner Waldron added that being an appointed Commissioner, he has had a chance to serve on the Advisory Board for the Area Agency on Aging and has come to realize what RSVP is and all they do for the community and helping people age in their own homes is dignity right there. I've read some interesting books on that and the importance of trying to make that work (age at home) and we couldn't nearly do this without the volunteers and really do appreciate it.

Wendell Kay concluded by thanking the Commissioners and saying that their support has been very important to us.

Director Robin Skibber said via ZOOM that she is at the Senior Center in Blooming Grove with her staff and said thank you to the volunteers who help us every single day.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-08, Declaring April 2023, as Pennsylvania 811 Safe Digging Month.

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

Commissioner Waldron read Resolution No. 23-08 aloud.

Commissioner Osterberg introduced Mark Lipka, Supervisor of Pennsylvania One Call System. Mr. Lipka thanked the Commissioners via ZOOM for proclaiming April Safe Digging Month. Mr. Lipka said for the past 50 years, Pennsylvania One Call System priority has been to prevent damage to underground facilities and remote safety for all of our State groups: facility owners, project owners, designers and excavators. We've been busy the last couple of years, over a million dig notifications, equivalent of 6M plus notifications out to the public and to those facility owners out there. We really do appreciate your support, which keeps not only the utilities safe, but the professionals and communities in Pike County safe. Thank you.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-09, Designating March 2023, as Developmental Disabilities Awareness Month.

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

Commissioner Osterberg read Resolution No. 23-09 aloud.

Commissioner Osterberg announced Sara von Prime will speak about this. Commissioner Osterberg said I would like to note that this County has been extremely supportive of finding employment opportunities for people with disabilities. In this building we probably employ 6 or 7 people. We have a small work force that cleans the building in the evenings. Over on Bennett Avenue we have a project and it is going to be, what we are calling, a vocational training center. We're going to be working hand and hand with HRC, Human Resource Center. HRC does an incredible job and how we find employment opportunities for people in our County that work here. These individuals deserve a life in our community and deserve to have all the opportunities that all of us enjoy and we will continue to do that. Business owners in our community who are looking for workers, this is a great place to go. I urge everyone to reach out to HRC if you have a business and see what you can do with a small group workforce. There's lots of different opportunities.

Sara von Prime thanked the Commissioners and said March is Developmental Disabilities Awareness month and orange is the color of the month and we created shirts for everybody in the agency to wear. Carbon Monroe Pike Mental Health Developmental Services we do work to provide work for all of our individuals in the community. We have a couple of collaboratives, regional collaborative is one where we really strive to have families involved and get the individuals in the community. We often have sing-a-longs, and we have fairs. We also have an employment coalition and we're advocating exactly what HRC is doing to get our individuals in the community competitive employment. Currently, we are very proud that we have 120 individuals employed competitively. This is a goal we try to reach every year to get it (the number) higher and higher. We reached our goal early this year and are very proud of that. Thank you.

Commissioner Waldron said he didn't realize how much the County has employed people through HRC, but also our

hospitality groups found the opportunity to employ people at Woodloch and Settler's. It is such a positive – they appreciate the opportunity to be of service and to earn a living as other people would, but under the circumstances there are some jobs that they can do better than others and you guys have done a great job, thank you. We appreciate it.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-10, Recognition of Edward Kuhn - 100 Years of Age.

VOTE: Commissioners Osterberg, Schmalzle and Waldron voted 'aye'. Motion carried.
Commissioner Osterberg read Resolution No. 23-10 aloud.

Commissioner Osterberg announced that there will be a private celebration at Marsch Kellogg American Legion celebrating this 100th Birthday of Ed Kuhn. He was very involved in our community in Matamoras and lived next door to my mother-in-law for 80 years. We're honored to do this and send everyone's regards when we see him on Saturday.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-11, Eliminate The Inclusion Of Veteran's Disability Compensation Towards The Financial Eligibility Guidelines For Veteran Real Estate Tax Exemption.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-12, Veteran Real Estate Tax Exemption for Non-War Time Veterans and Surviving Spouses.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-13, Veteran Real Estate Tax Exemption for Surviving Spouses of Service Members Killed in Action or in the Line of Duty.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-14, Veteran Real Estate Tax Exemption for Surviving Spouses of Deceased Veterans That Ultimately Died From Their Service-Connected Disability But Were Not "Permanent Service-Connection".

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-15, A Resolution of the Board of Commissioners of Pike County to submit a request for revision of Community Development Block Grant Funding for Federal Fiscal Year 2020 to the Commonwealth of Pennsylvania Department of Community and Economic Development.

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

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 \$2,451.86; Human Services Development Fund in the amount of \$1,008.00; and Emergency Rental Assistance Program 2.0 in the amount of \$97,164.29.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Request for Revision Letter to Mortgage Assistance Activity, on behalf of the Office of Human Services.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to appoint **DAWN ALLISON** to the Pike County Children and Youth Advisory Board for a 2-year term, expiring 12/31/24.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Equitable Sharing Agreement and Certification, on behalf of the District Attorney's Office.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chief Clerk to execute the Participation Package for the new proposed national opioid settlements with Teva, Allergan, CVS, Walgreens, and Walmart.

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

Commissioner Osterberg said this is a continuation of the lawsuit that we initiated probably 6 years ago and now all of this is coming to reality and we're getting settlements in the County, and this is the next phase. Last year we received settlements with certain pharmaceutical companies and now this is the next phase. We're continuing that course of making sure that we satisfy the needs of the people that haven't fallen into this disease in Pike County and the rest of the country.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the Proposal for Professional Services between Hazardous Materials Abatement Consulting & Monitoring Services and the County of Pike.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adopt Resolution No. 23-16, a Resolution authorizing the Chairman to execute closing documents for a Tax and Revenue Anticipation Note of 2023.

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

MISCELLANEOUS

- Working Pike Job Fair – Commissioner Osterberg announced that April 4th is the Working Pike Job Fair and we always support this and it started about 8 years ago.
- PennState Extension Calendar of Events-March – Commissioner Osterberg said you will note Mental Health and First Aid and Substance Abuse Problems and Penn State Extension is doing a seminar on this in April.
- Veterans Affairs Presentation – Jesiah Schrader, Veterans Affairs Director – Director Schrader thanked the Commissioners and the Veterans of the community thank you for the Resolutions which include Veterans that were once excluded. I've been the Director for 10 months and we've had over 600 Veterans come into the office. We do County, State and Federal benefits. With our compensation benefits, we've filed over 70 claims, with 36 have been adjudicated; pension benefits, DSE benefits, the County benefit and tax exemption programs and filed grants for temporary assistance that resulted in awards of over \$8K in benefits to our Veterans in our area. Currently, our monetary amount that the State has been tracking over the last 10 months, our County brought in over \$2.8B in Veterans' compensation. Karen, our Deputy Director is on her way to becoming a Veteran Service Officer that will allow us to process that much more claims for Veterans when she becomes certified. Myself, in addition to being in the County and community organizations, I am also currently on the State's Veterans Council and the War Council since I've been appointed the Vice President of Pennsylvania County Directors Association. With the Vice Presidency, there are 47 different counties that I'll be assisting and helping with Veterans' programs. With the new Resolutions the previous tax exemption granted by the State is only for Veterans who are 100% service connected, that served during war time and also meet a financial eligibility. Financial eligibility is also inclusive of the Veteran's compensation that they are receiving. The new Resolution will eliminate that monetary amount that the Veteran receives to help all Veterans better qualify for the tax exemption. It will open up peace time and wartime Veterans to this tax exemption and their surviving spouses. Individuals killed in action or line of duty they also don't meet the criteria presented by the States and this will also include their surviving spouses in this tax exemption program. As to Veterans that are not total-permanent that ultimately die from their service disability, their surviving spouses will be able to file for this tax exemption. These Resolutions will be posted on-line and we are willing to answer any questions and make appointments for filing of these benefits. Commissioner Osterberg asked if Director Schrader can define what 'wartime' is, what are the dates now? Director Schrader answered the Federal Recognition of Wartime Service is WWII, the Korean Conflict and the Vietnam era. A lot of Vietnam era fall out of that criteria by about a couple of months it closes in 1975 and reopens in 1990 when the Gulf War started. There's a lull that the Federal Government recognizes as 'peacetime' and that would exclude those Veterans from this tax exemption. With this new Resolution being passed, it's going to include them. Commissioner Osterberg asked if the tax exemption was a real estate tax exemption? Director Schrader answered correct. Commissioner Osterberg added that we already have individuals benefitting from and it will broaden that amount. Director Schrader answered we have already 148 individuals that are currently receiving this benefit. Commissioner Waldron said he knew there was exemption for property taxes, he just didn't realize there were nuances of who qualifies and who doesn't and for the small amount of money we will be giving up in property taxes, it does significantly help these Veterans. We appreciate that you brought this to us because otherwise we might not have known about it. Thank you.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

Reporter Preston Ehrler asked Commissioner Osterberg if he could tell us a little bit about the County's reaction to closing these loopholes for the Veterans?

Commissioner Osterberg replied that we recognize the service that people have put into this country and when this was brought to us by Director Schrader, I didn't know that there was that loophole, and I don't think Tony or Ron knew. We need to do this and make sure that this County recognizes the needs of our Veterans in this community. A large part of our population, we have a lot of Veterans residing in Pike County and a number of them are disabled from their service in the military. We feel, as a community, this is something we can give back. It's probably not enough, considering what some of them have given up as you heard with the reading of the Resolution for Mr. Kuhn, he lost his leg. These are people who really suffered during wartime. Again, they could have suffered during what the government classify as 'non-wartime'. There are things that can go on during non-wartime than can injure people while there serving this country.

Reporter Preston Ehrler asked if he could get a little bit more granular about what exactly this does? Commissioner Osterberg answered it will eliminate the property taxes for them for County, School and Municipalities. There are a number of people that receive 100% exemptions on their real estate taxes. Those individuals will now make an appointment and apply to Director Schrader at the Veterans' Administration Office for the tax exemption, and it will be processed through the State and then it will come down to the County Assessment Office.

Reporter Preston Ehrler asked if it is known how many people this will effect countywide? Commissioner Osterberg said Director Schrader would know better than he would. Director Schrader answered currently about 100 currently qualify and this will only be a couple of dozen or so more.

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, APRIL 5, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

Commissioners' Conference Minutes
Wednesday, March 22, 2023

PRESENT: Commissioners Osterberg, Chief Clerk Gromalski and Treasurer Gilpin. Commissioner Schmalzle present via phone.
NOT PRESENT: Commissioner Waldron

MOTION: by Commissioner Osterberg 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 Osterberg and seconded by Commissioner Schmalzle, to approve the Agenda.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following: **GENERAL FUND (County Bills)** \$ 517,931.33
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following: **ACT 8** \$ 8,520.00
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following: **PCEHIF** \$ 78,020.42
VOTE: All members voted 'aye'. Motion carried.

PERSONNEL

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to hire **CINDY O'DONNELL** as part-time Mail/Accounting Clerk in the Finance Department, for less than 1,000 per year, effective March 27, 2023, pending drug and background check results. This is a replacement position.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to change the title of **FRANKIE MARKS** from Payroll Administrator to Payroll Administrator/Risk Manager, in the Human Resources Department, for a 37.5-hour work week, effective March 27, 2023.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to appoint Communications Director **SHANNON DEVUYST** as Right to Know Officer, in the Commissioners Office, effective March 27, 2023.
VOTE: All members voted 'aye'. Motion carried.

Motion to recess the Commissioners Meeting to hold a Salary Board Meeting.
A Salary Board Meeting was held.
Motion to adjourn the Salary Board Meeting and reconvene the Commissioners Meeting.

NEW BUSINESS

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve the following Human Services Payment Vouchers on behalf of the Office of Human Services: Emergency Rental Assistance Program 2.0 in the amount of \$117,428.72 and State Food Purchase Program in the amount of \$1,210.20.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve the CDBG Program Payment Voucher in the amount of \$2,080.00, 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 Osterberg and seconded by Commissioner Schmalzle, to approve the CDBG Program Payment Voucher in the amount of \$58.75, payable to the Recorder of Deeds, for Surry Lane Lien, on behalf of the Office of Human Services.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve the CDBG Program Payment Voucher in the amount of \$58.75, payable to the Recorder of Deeds, for Pinto Court Lien, on behalf of the Office of Human Services.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the Agreement between the County of Pike and Patricia Foley, on behalf of the Area Agency on Aging.
VOTE: All members voted 'aye'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the Agreement for Subcontracted Services between Sinclair’s Home Care Registry 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, APRIL 5, 2023, AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

Commissioners' Conference Minutes
Wednesday, March 29, 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)** \$ 505,988.47

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **LIQUID FUELS** \$ 1,175.00

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve exonerations as presented by Gina Rios, Tax Claim Bureau Director for a property located in Westfall Township due to the property being owned by the US Government, per Final Order of Forfeiture dated 2/4/21.

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

PERSONNEL

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to change Administrative Assistant **ALYSSA FREYMUTH** from part-time to full-time, in the Human Services Department, for a 30-hour work week, retroactive to January 23, 2023, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **STACIE CAPRONI** as Caseworker 1 for Children and Youth Services, for a 40-hour work week, effective April 3, 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 acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, **JOSEPH A. GARITI** as full-time Maintenance Staff Member for the Correctional Facility, for a 40-hour work week, effective April 5, 2023, 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.

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: Emergency Rental Assistance Program 2.0 (ERAP 2.0) in the amount of \$89,242.40; PHARE in the amount of \$2,771.00; and American Recovery Program in the amount of \$8,057.00.

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 \$2,654.59, payable to Hailstone Economic for Consulting Services, 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 Program Payment Voucher in the amount of \$15,706.25, payable to Hailstone Economic for Consulting Services, 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 Amendment #3 Marcellus Mini-Grant Agreement for Palmyra Gorge Trail Development Project, as recommended by the Pike County Scenic Rural Character Preservation (SRCP) Board.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Agreement between GeoComm 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 authorize the Chairman to execute the Request For Reimbursement General Invoice in the amount of \$60,000.00, for 2 of 2 payments for 2021 Keystone Grant, on behalf of the Pike County Public Library.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Keystone Recreation, Park and Conservation Fund 2021 Cycle Reimbursement Report, on behalf of the Pike County Public Library.

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, APRIL 5, 2023, AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

SALARY BOARD
March 15, 2023

PRESENT: Commissioners Osterberg and Waldron; Chief Clerk Gromalski; and Treasurer Gilpin.
Commissioner Schmalzle present via Zoom.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to convene Salary Board.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve March 1 and 8, 2023 Salary Board Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the annual salary of **EMILY MANSFIELD** at \$35,000 as Communications Coordinator Grade 1 for the Conservation District for a 40-hour work week, effective March 27, 2023, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to create a Transportation Dispatcher position to replace a Meal Transporter position in the Area Agency on Aging, for a 30-hour work week, effective March 13, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the annual salary of **RICHARD WILHELM** at \$32,500 as Transportation Dispatcher for the Area Agency on Aging, for a 30-hour work week, effective March 13, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the hourly rate of **FRANCES HLAVACEK** at \$19.25 as Aging Care Manager III for the Area Agency on Aging for a 40-hour work week, effective March 20, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adjourn Salary Board.

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

Salary Board Meeting Adjourned.

SALARY BOARD
March 22, 2023

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

NOT PRESENT: Commissioner Waldron

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to convene Salary Board.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to set the hourly rate of **CINDY O'DONNELL** at \$12.75, as part-time Mail/Accounting Clerk in the Finance Department for less than 1,000 per year, effective March 27, 2023.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to create the position of part-time Risk Manager in the Human Resources Department.

VOTE: Commissioners Osterberg and Schmalzle vote 'aye'. Treasurer Gilpin votes 'nay'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the hourly rate of **FRANKIE MARKS** to \$20.20, due to her additional duties as Payroll Administrator/Risk Manager in the Human Resources Department, for a 37.5-hour work week, effective March 27, 2023. This increase is offset by PCoRP's Risk Control Incentive Program, which provides financial credit for risk control activity.

VOTE: Commissioners Osterberg and Schmalzle vote 'aye'. Treasurer Gilpin votes 'nay'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the annual salary of Human Resources Director **TAMMY GILLETTE** to \$63,000, effective March 27, 2023, for additional duties related to Risk Management. This increase is offset by PCoRP's Risk Control Incentive Program, which provides financial credit for risk control activity.

VOTE: Commissioners Osterberg and Schmalzle vote 'aye'. Treasurer Gilpin votes 'nay'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the hourly rate of **LORRAINE LOMBARDO** to \$21.45, effective March 27, 2023, for additional duties related to Risk Management. This increase is offset by PCoRP's Risk Control Incentive Program, which provides financial credit for risk control activity.

VOTE: Commissioners Osterberg and Schmalzle vote 'aye'. Treasurer Gilpin votes 'nay'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the hourly rate of Communications Director **SHANNON DEVUYST** to \$23.63, due to additional duties as Right to Know Officer, in the Commissioners Office, effective March 27, 2023.

VOTE: Commissioners Osterberg and Schmalzle vote 'aye'. Treasurer Gilpin votes 'nay'. Motion carried.

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the hourly rate of Correctional Officer **RICHARD MARCHESE** to \$33.99, due to the terms of the collective bargaining agreement between Pike County and the Pike County Correctional Officers', AFSCME, AFL-CIO District Council 87, Article IX, job classification and compensation, for 8 or more years of corrections experience, effective February 6, 2023.

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

MOTION: by Commissioner Osterberg and seconded by Commissioner Schmalzle, to increase the hourly rate of Correctional Officer **ESTELINE JACQUET** to \$31.93, due to the terms of the collective bargaining agreement between Pike County and the Pike County Correctional Officers', AFSCME, AFL-CIO District Council 87, Article IX, job classification and compensation, for four to eight years of corrections experience, effective March 13, 2023.

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

Salary Board Meeting Adjourned.

SALARY BOARD
March 29, 2023

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to convene Salary Board.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the annual salary of **STACIE CAPRONI** at \$36,342.00 as Caseworker 1 for Children and Youth Services, for a 40-hour work week, effective April 3, 2023, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the hourly rate of **JOSEPH A. GARITI** at \$21.00 as full-time Maintenance Staff Member for the Correctional Facility, for a 40-hour work week, effective April 5, 2023, with benefits after 90 days.

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

Salary Board Meeting Adjourned.