

AGENDA
WEDNESDAY, JULY 19, 2023, 11:00 A.M.
PIKE COUNTY COMMISSIONERS' MEETING

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

PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA

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

RETIREMENT BOARD MEETING

Motion to reconvene the Commissioners' Meeting.

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1. Approve July 19, 2023 Agenda.
 2. Approve July 5, 2023 Meeting Minutes.
 3. Approve July 12, 2023 Conference Minutes.
 4. Approve payment from **GENERAL FUNDS (County Bills)** **\$391,048.83**
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PERSONNEL

1. Motion to create the part-time position of Conservation District Management Consultant in the Pike County Conservation District for less than 16 hours per week, as needed, effective July 31, 2023.
2. Motion to hire **MICHELE LONG** as part-time Conservation District Management Consultant in the Pike County Conservation District for less than 16 hours per week, as needed, effective July 31, 2023.
3. Motion to promote **DAWN VANDUYNE** to Financial Caseworker in the Adult Probation Department, effective August 1, 2023. This is a replacement position.
4. Motion to promote **KATHLEEN SARRO** to Probation Services Assistant in the Adult Probation Department, effective August 1, 2023. This is a replacement position.
5. Motion to create the position of as per-diem Adult Basic Education/General Education Development (ABE/GED) Tutor for the Workforce Development Agency.
6. Motion to hire **WILLIAM GAA** as per-diem Adult Basic Education/General Education Development (ABE/GED) Tutor for the Workforce Development Agency, effective July 19, 2023.
7. Motion to promote **ANNA GUTIERREZ** to Caseworker 2 for Children and Youth Services for a 40-hour work week, effective July 19, 2023. 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 July 5 and 12, 2023 Salary Board Minutes.
3. Motion to set the hourly rate of **MICHELE LONG** at \$35.00 per hour, as part-time Conservation District Management Consultant for the Pike County Conservation District, for less than 16 hours per week, as needed, effective July 31, 2023.
4. Motion to set the hourly rate of **DAWN VANDUYNE** at \$18.30 per hour, due to her promotion to Financial Caseworker in the Adult Probation Department, effective August 1, 2023.
5. Motion to set the hourly rate of **KATHLEEN SARRO** at \$16.50 per hour, due to her promotion to Probation Services Assistant in the Adult Probation Department, effective August 1, 2023.
6. Motion to increase the hourly rate of **KRISTINE ST. JOHN** to \$21.42 per hour, as Pre-trial Caseworker in the Adult Probation Department, effective August 1, 2023.
7. Motion to increase the hourly rate of **DARLENE WELSH** to \$21.68 per hour, as Office Assistant in the Domestic Relations Office, effective August 1, 2023.
8. Motion to increase the hourly rate of **JENEEN ODENDAHL** to \$20.08 per hour, as Receptionist/Clerk in the Domestic Relations Office, effective August 1, 2023.
9. Motion to set the hourly rate of **WILLIAM GAA** at \$25.00 per hour, as per-diem Adult Basic Education/General Education Development (ABE/GED) Tutor for the Workforce Development Agency, effective July 19, 2023. The County of Pike will be reimbursed with Workforce Innovation & Opportunity Act funds.
10. Motion to increase the annual salary of **ANNA GUTIERREZ** to \$41,135.00, effective July 19, 2023, due to her promotion to Caseworker 2 for Children and Youth Services.
11. Motion to adjourn the Salary Board.

Motion to reconvene the Commissioners' Meeting.

OLD BUSINESS

1. Motion to award bids for the Springbrook Road Over Rattlesnake Creek Bridge Replacement Project to Rutledge Excavating, Inc. for the base bid amount of \$1,212,253.40.
2. Motion to open bids for the Re-Bid Bennett Ave Building 1 Interior Renovations Project (GC &EC).

NEW BUSINESS

1. Motion to appoint **JANNA GENZLINGER** to the Pocono Counties Workforce Development Board as a Private-Sector Member, for a three-year term, effective July 19, 2023, through June 30, 2026.
2. Motion to execute the Purchase of Service Agreement between Kidspace National Centers, Inc. and the County of Pike, on behalf of Children and Youth Services.
3. Motion to execute the Purchase of Service Agreement between The Children's Home of Reading Youth & Family Services, Inc. and the County of Pike, on behalf of Children and Youth Services.
4. Motion to execute the Purchase of Service Agreement between CONCERN Professional Services for Children, Youth, and Families and the County of Pike, on behalf of Children and Youth Services.
5. Motion to execute the Purchase of Service Agreement between Diversified Treatment Alternative and the County of Pike, on behalf of Children and Youth Services.
6. Motion to execute the Purchase of Service Agreement between Alternative Living Solutions and the County of Pike, on behalf of Children and Youth Services.
7. Motion to execute the Contract for Professional Services between The Wright Center Medical Group dba The Wright Center for Community Health and the County of Pike, on behalf of Children and Youth Services.
8. Motion to approve the following Human Services Payment Vouchers, on behalf of the Office of Human Services: Human Services Development Fund in the amount of \$402.00 and PHARE in the amount of \$5,619.00.
9. Motion to authorize the fiscal year 2023 second quarter payment from the Pike County Emergency Medical Services Matching Grant fund to the following municipalities: Palmyra Township in the amount of \$58,000; Delaware Township in the amount of \$53,750.00; Milford Borough in the amount of \$10,000.00; and Porter Township in the amount of \$8,000.00.

MISCELLANEOUS:

- PennState Extension Calendar of Events
- Back to School Event, July 21, 2023- Michele Burrell, Pike County Children & Youth Services Administrator
- Concealed Carry Event- Jill Gamboni
- Elder Justice Day, August 22, 2023- Tracy Simon, Protective Services Case Manger 3, Area Agency on Aging
- Voter Hall of Fame- Ella Eggenberger, Thomas Peifer, Patricia A. Navarro, Robert C. Nied, Betty A. Reaggs, Sandra F. Smith, Jim A. Whittaker, and Gregory D. Yetter.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, AUGUST 2, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.