

AGENDA
WEDNESDAY, AUGUST 16, 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 August 16, 2023 Agenda.
 2. Approve August 2, 2023 Meeting Minutes.
 3. Approve August 9, 2023 Conference Minutes.
 4. Approve payment from **GENERAL FUNDS (County Bills)** **\$220,527.67**
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PERSONNEL

1. Motion to hire **MIRIAM RIVERA** as part-time clerk in the Tax Claim Bureau for less than 1,000 hours per year, effective August 28, 2023, pending successful drug screening. This is a replacement position.
2. Motion to hire **LISA MARIE WILSON** as full-time clerk in the Prothonotary's Office for a 37.5-hour work week, effective August 28, 2023, 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 August 2 and 9, 2023 Salary Board Minutes.
3. Motion to set the hourly rate of **MIRIAM RIVERA** at \$12.75 per hour, as part-time clerk in the Tax Claim Bureau for less than 1,000 hours per year, effective August 28, 2023, pending successful drug screening.
4. Motion to set the hourly rate of **LISA MARIE WILSON** at \$12.75 per hour, as full-time clerk in the Prothonotary's Office for a 37.5-hour work week, effective August 28, 2023, with benefits after 90 days.
5. Motion to adjourn the Salary Board.

Motion to reconvene the Commissioners' Meeting.

OLD BUSINESS

1. Motion to open bids for Re-Bid Bennett Ave Building 1 Interior Renovation Project (GC, EC).
2. Motion to authorize the Vice-Chairman to execute Change order No. 2 for the Pike County: Bennett Avenue Building/Roof Replacement Project.

NEW BUSINESS

1. Motion to approve the Human Service Development Fund Payment Voucher to transfer \$500,000.00 to the ERAP 2.0 account, on behalf of the Office of Human Services.
2. Motion to authorize the Vice-Chairman to execute the Cooperative Agreement By and Between Pike County Human Services and Neighbor Works Northeastern Pennsylvania.
3. Motion to execute the Memorandum of Understanding for the Provision of Physical Abuse/Neglect Evaluations between The Children's Hospital of Philadelphia and the County of Pike, on behalf of the District Attorney's Office Dickson House Children's Advocacy Center.
4. Motion to execute the Letter of Engagement between Zelenkofske Axelrod LLC and the County of Pike.
5. Motion to execute the Purchase of Service Agreement between White Deer Run LLC DBA Torrance Cove Prep and the County of Pike, on behalf of Children and Youth Services.
6. Motion to authorize the Vice-Chairman to execute the Standard Agreement between Devereux Pennsylvania Children's Services and the County of Pike, on behalf of Children and Youth Services.
7. Motion to execute the Supervision Fund Agreement between the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Corrections, and the County of Pike, on behalf of the Adult Probation Department.
8. Motion to authorize the fiscal year 2023 second quarter payment from the Pike County Emergency Medical Services Matching Grant fund to Blooming Grove Township in the amount of \$106,661.68.

MISCELLANEOUS:

- PennState Extension Calendar of Events
- NEPA MPO Long Range Transportation Plan Public Meeting, August 16, 2023- Pike County Planning and Mapping

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, SEPTEMBER 6, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

PIKE COUNTY RETIREMENT BOARD AGENDA
Wednesday, August 16, 2023 11:00 a.m.
Pike County Administration Building

1. Call to order.
2. Approve the August 16, 2023 Agenda.
3. Approve the July 19, 2023 Minutes.

NEW BUSINESS

1. Motion to approve refunds of contributions to employees no longer with the County:

a. Lisa McDonough	07/13/23	Prothonotary
b. Mark Chie	07/19/23	PCCF
c. Ariana Cortes	07/21/23	Prothonotary
d. Aubrey McCarrick	07/28/23	PCCF
e. Janine Cherasaro	07/28/23	AAA
f. Kim Walker	08/09/23	Probation/DRS

2. Motion to approve the following deferred retirement (to age 60):

a. Alexander Karasik	08/09/23	Sheriff
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3. Motion to approve the following retirements:

a. Kevin McNeill	07/23/23	PCCF
b. Michele Long	07/29/23	Conservation

ADJOURNMENT

Northeastern Pennsylvania Alliance

2050 Long Range Transportation Plan Update **PUBLIC OPEN HOUSE**

Wednesday, August 16

6:00 PM - 8:00 PM

East Stroudsburg High School North - Cafeteria
279 Timberwolf Drive, Bushkill, PA 18428

- Come and go as your schedule allows
- Share your ideas about transportation in Pike County (highway, transit, bicycle/pedestrian, freight, etc.)
- Learn about planned transportation projects
- NEPA staff will be on hand to answer questions



Unable to attend but have thoughts to share?

Email your comments to the LRTP team:

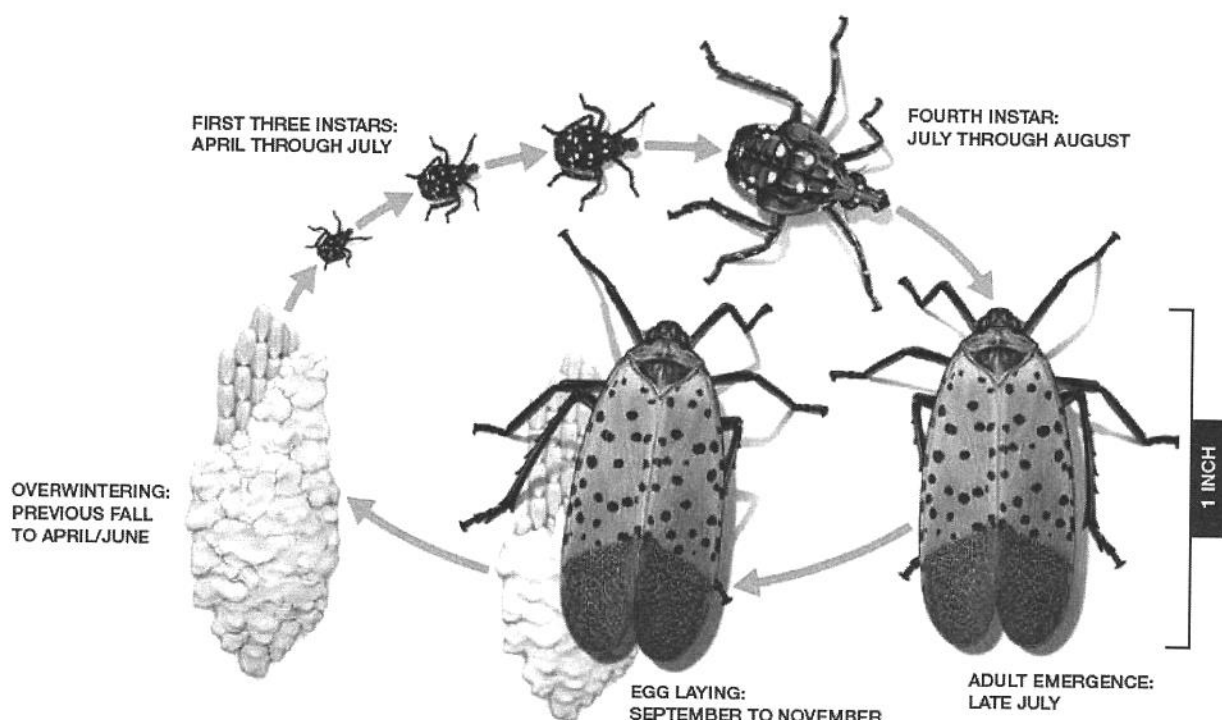
casey.bottiger@mbakerintl.com

*If you would like more information on
the 2050 Long Range Transportation Plan,
please contact the NEPA office at (570) 655-5581.*

Penn State Extension Upcoming Events

August 16, 2023

Community Development:



Spotted lanternfly life cycle. Illustration © Emily S. Damstra.

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. Contact your local Penn State Extension office with questions on spotted lanternfly management.

Newly hatched nymphs are small (~1/8 inch) and can be hard to find, often being mistaken for small ticks or spiders. With each molt to the next instar, the nymphs roughly double in size. The first three instars are black with white spots.

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>.

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 and the activity that to do, while 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) 832-2800 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/>.

Energy:

Renewable Energy Academy

Via Zoom – Thursday, August 24, 2023 (9:00 AM - 11:45 AM ET).

Participants of *Renewable Energy Academy: Energy Policies and Programs* will be able to identify policies and programs relevant to farm and rural energy projects, develop a strategy for utilizing the opportunities represented by those policies and programs, and identify the next steps for taking action. There is a **\$10.00 registration fee** for the event, and you must pre-register by August 23, 2023. For more information or to register visit <https://extension.psu.edu/renewable-energy-academy-energy-policies-and-programs>.

Food Safety:

ServSafe:

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. There is a **\$15.00 fee** to take the course and you must pre-register. Search the website for your closest class location and dates - <https://extension.psu.edu/servsafe>.

Home Food Preservation

Via Zoom – Thursday, August 17, 2023 (1:00 PM - 2:30 PM ET).

Home Food Preservation: Tomatoes and Salsa will allow the participants to gain access to recommended methods for making and processing tomatoes and salsas. The webinar will also inform the viewers of the proper safety steps when dealing with water bath and atmospheric steam canning when it comes to acidifying tomato products and fruit salsas. Access to the live webinar, as well as the ingredient/supply list will be provided in the registration email. There is a **\$5.00 registration fee** for the event, and you must pre-register by August 16, 2023. For more information or to register visit <https://extension.psu.edu/home-food-preservation-tomatoes-and-salsa-webinar>.

Via Zoom – Thursday, August 24, 2023 (12:00 PM – 1:30 PM ET).

Home Food Preservation: Fermented Pickles and Sauerkraut will explain the scientific reasoning behind the methods for fermenting and processing pickles and sauerkraut. It will also inform the participants of the food preservation myths and unsafe practices from the past. There is a **\$5.00 registration fee** for the event, and you must pre-register. For more information or to register visit <https://extension.psu.edu/home-food-preservation-fermented-pickles-and-sauerkraut-webinar>.

Cooking for Crowds

Via Zoom – Thursday, September 7, 2023 (6:00 PM - 9:00 PM ET).

Preparing food in large quantities is different than food preparation in the home. *Cooking for Crowds: A Volunteer's Guide to Safe Food Handling* webinar program helps non-profit organizations and their volunteers understand the risks involved with preparing large volumes of food and the important food safety practices that need to be implemented to ensure a safe event. Access to the live webinar, as well as the ingredient/supply list will be provided in the registration email. There is a **\$5.00 registration fee** for the event, and you must pre-register by September 5, 2023. For more information or to register visit <https://extension.psu.edu/cooking-for-crowds-webinar>.

Gardening:

Master Gardeners

Home Garden News has the latest news and information on classes, workshops, publications, videos, and online and in-person events.

Sign up to receive news, upcoming event details, gardening information, and the monthly e-newsletter at <https://extension.psu.edu/trees-lawns-and-landscaping/home-gardening>. By entering your email, you consent to receive communications from Penn State Extension – view the [privacy policy](#).

Why We Should Be Making Small Pruning Cuts

Via Zoom – Tuesday, August 29, 2023 (12:00 PM – 1:00 PM ET).

Details Branch failure can be caused by wind, ice, snow, or a climber aloft. Such breakage can result in costly property damage, personal injury, power outages, or blocked roads. Join us as we explore how loads move through the vulnerable region of a branch union/fork. We then discuss the biology around why small cuts are better than larger cuts and the impacts of decay on wound closure after pruning. There is no registration fee for the event, but you must pre-register. For more information or to register visit <https://extension.psu.edu/why-we-should-be-making-small-pruning-cuts>.

Certification credits may be available!

A Walk Through the Vineyard

In Person – Sunday, September 10, 2023 (1:00 PM – 2:00 PM ET).

Eagles Rest Cellars Winery and Vineyard - Stroudsburg, PA

Join the Penn State Extension Master Gardeners of Monroe County at Eagles Rest Cellars Winery and Vineyard in the beautiful Cherry Valley in Stroudsburg, Pennsylvania. While walking through the vineyard, learn about the vineyard's history and why this location was chosen to grow grapes. There is a **\$10.00 registration fee** for the event, and you must pre-register. For more information or to register visit <https://extension.psu.edu/a-walk-through-the-vineyard>.

Fall Into Gardening

Via Zoom – Wednesday, September 16, 2023 (9:00 AM – 12:15 PM ET).

Join the Master Gardeners of Columbia County for their annual Fall into Gardening symposium. The growing season is ending, but that doesn't mean you can't still garden! The topics covered will include everything you need to know about those white grubs in your lawn, planting spring bulbs, and introductory fruit tree pruning. Time will also be provided at the end of each presentation to answer your questions live! There is **\$30.00 registration fee** for the event, but you must pre-register. For more information or to register visit <https://extension.psu.edu/fall-into-gardening-2>.

Second Saturday Gardening Series – On Demand Webinars.

Visit our website extension.psu.edu and search 'Second Saturday Gardening Series.' You will find very informative pre-recorded classes on composting, enjoying holiday plants, nature in autumn, winter sowing, pollinators, house plant propagation, seed starting, pruning, etc.

There is a \$10.00 registration fee for the pre-recorded webinars.

** Planning & Accomplishing a Rose Garden

Available until 09/30/23

** Planting for Pollinators in Sun and Shade

Available until 03/14/24

Green Industry Update Series – On Demand Webinars.

Visit our website extension.psu.edu and search 'Green Industry Update.' You will find very informative pre-recorded classes on invasive species, pest management (including - but not limited to - spongy moths, mosquitos, ticks, etc.), noxious weeds, pesticide safety, pond management, etc.

The following pre-recorded webinars require a **\$10.00 registration fee** to access them:

- ** Invasive Weed Identification Trivia
- ** Understanding & Managing Noxious Weeds in PA
- ** Greenhouse & Interior Plantscape Pest Management
- ** Unusual Plant Pests in PA
- ** Powdery Mildew Review and Environmental Stressor on Landscape Plants
- ** Spongy Moth in PA

The following pre-recorded webinars require a **\$15.00 registration fee** to access them:

- ** Core Pesticide Safety Topics
- ** Mosquito & Tick Management
- ** Leaf Feeding Beetles & Tree Disease Update
- ** Aquatic Plants and Pond Management

All the webinars in the *Green Industry Update Series* are available until 12/23/2023. Certification credits may be available, depending on the webinar!

Know your Natives Series - On Demand Webinars.

Visit our website extension.psu.edu and search '*Know your Natives.*' 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.

- ** Under-Appreciated Plants Available until 11/28/23
 - There is a **\$5.00 fee** to access this pre-recorded webinar.
- ** Container Gardens Available until 04/28/24
 - There is a **\$10.00 fee** to access this pre-recorded webinar.

Health:

Let's Cook at Home: The DASH Diet

Via Zoom – Thursday, August 31, 2023 (12:00 PM - 1:15 PM ET).

Dietary Approaches to Stop Hypertension, also known as the DASH diet, is a healthy eating plan incorporating whole grains, fruits, and vegetables to help treat and prevent high blood pressure. During the *Let's Cook at Home: The DASH Diet* webinar, we invite you to discover new recipes as we prepare a delicious DASH-friendly meal. What are you waiting for? Let's Cook with Extension! Access to the live and/or recorded webinar will be provided in the registration email. There is a **\$10.00 registration fee** for the event, and you must pre-register by August 28, 2023. For more information or to register visit <https://extension.psu.edu/lets-cook-at-home-the-dash-diet>.

Healthy Living for Your Brain and Body

Via Zoom – Friday, September 1, 2023 (10:00 AM – 11:00 AM ET).

The health of the brain and the body are connected, and now, science provides insights into how to make lifestyle choices that may help you keep your brain and body healthy as you age. Participants will learn about current research on healthy aging and brain health, reasons for taking care of yourself as you age, and practical strategies to age well. There is no registration fee for the event, but you must pre-register by August 30, 2023. For more information or to register visit <https://extension.psu.edu/healthy-living-for-your-brain-and-body>.

Mental Health First Aid

**Via Zoom – Tuesday, September 5, 2023 (12:45 PM – 4:00 PM ET)
and Wednesday, September 6, 2023 (8:45 AM – 12:00 PM).**

The impact of mental health challenges in the United States is increasing. As certified instructors, Penn State Extension educators teach the National Council for Mental Wellbeing's **Mental Health First Aid** course. Individuals will learn the purpose of Mental Health First Aid (MHFA) and common signs and symptoms of mental health and substance use challenges in adults. Participants will be taught the importance of early intervention on mental health challenges and what the appropriate steps are of the MHFA Action Plan. In addition, individuals will learn what it means to be a Mental Health First Aider, as well as methods of self-care to take care of themselves. There is a **\$35.00 registration fee** for the event, and you must pre-register by August 23, 2023. For more information or to register visit <https://extension.psu.edu/adult-mental-health-first-aid>.

**Via Zoom – Tuesday, September 12, 2023 (12:45 PM – 4:00 PM ET).
and Wednesday, September 13, 2023 (8:45 AM – 12:00 PM ET).**

Mental Health First Aid for Adults Working with Youth is designed to teach adults who regularly interact with young people how to provide initial support to youth experiencing mental health or addiction challenges and assist them in finding the help and care they need. As certified instructors, Penn State Extension educators teach the National Council for Mental Wellbeing's Youth Mental Health First Aid (MHFA) course. This course consists of two hours of self-paced online learning and a six-hour live instructor-led virtual class. The course includes activities and opportunities to practice support strategies. A certificate will be available online after completion of the course. There is a **\$35.00 registration fee** for the event, and you must pre-register by August 25, 2023. For more information or to register visit <https://extension.psu.edu/mental-health-first-aid-adults-working-with-youth>.

Everybody Walk Across Pennsylvania

Statewide Workshop: Monday, September 11, 2023 – Monday, November 6, 2023

Gather your family, friends, or co-workers to form a team of up to five. Even your pet can be a member of your team! You may also register as an individual participant. This is a virtual walking program, so you may walk wherever you choose - a park, your neighborhood, or your yard.

Each person is encouraged to walk an average of 10 miles (or do the exercise equivalent) each week for eight weeks.

During the program, weekly emails are sent to registrants and will include motivators to keep walking and strategies for eating healthy. Each week, team captains and individuals not on a team will be required to report the total number of miles walked.

There is no registration fee for the workshop, but you must pre-register by September 1, 2023. For more information or to register visit <https://extension.psu.edu/everybody-walk-across-pa>.

Land:

Land Use Webinar Series

**Via Zoom – 08/16, 09/21, 10/18, and 11/15 (12:00 PM – 1:15 PM ET).
Began Wednesday, July 19, 2023.**

The *Land Use Webinar Series*, partnered with the Pennsylvania Chapter of the American Planning Association (PA-APA), is a series of monthly sessions that present in-depth information on land use topics affecting the communities of Pennsylvania. This series benefits those involved in decision-making processes regarding using or preserving natural resources. You may register for an individual webinar in the duration of the class. For more information or to register visit <https://extension.psu.edu/land-use-webinar>.

Water:

Water Testing (Drinking & Lake/Pond)

Penn State offers drinking water, as well as lake/pond water, testing kits 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.

Private Water Supply Education

Via Zoom – Tuesday, August 22, 2023 (3:00 PM – 4:00 PM ET).

The *Private Water Supply Education and Water Testing* event is designed for people who manage a private drinking water supply. We'll cover how to test and protect your well or spring and when water treatment might make sense. We will also discuss well and spring system inspection and maintenance, so you know how to protect your family, your property, and the groundwater we share. There is no registration fee for the event, but you must pre-register by August 21, 2023. For more information or to register visit <https://extension.psu.edu/private-water-supply-education-and-water-testing>.

Water Cooler Talk

Via Zoom – Wednesday, August 30, 2023 (12:00 PM – 1:00 PM ET).

The *Water Cooler Talk Series* provides a once-a-month event featuring invited speakers discussing water resources around the Commonwealth of Pennsylvania. Topics will range anywhere from climate to groundwater and anything in between. This series provides a chance for all people interested in water resources to gather and discuss current water-related work. In this webinar, *Water Cooler Talk: Surveying Walleye Pollock*, participants will hear about from a speaker who recently sailed on a NOAA Ship in the Gulf of Alaska. There is no registration fee for the event, but you must pre-register. For more information or to register visit <https://extension.psu.edu/water-cooler-talk-eliminating-barriers-to-green-stormwater-infrastructure-implementation>.

RETIREMENT BOARD
Wednesday, July 19, 2023

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to convene the Retirement Board Meeting.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the July 19, 2023 Agenda.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the June 21, 2023 Minutes.

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

Under **NEW BUSINESS**, the following presentations were made:

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve refunds of contributions to employees no longer with the County:

a. Brandon Stach	06/26/23	PCCF
b. Michael Ulbrich	07/13/23	IT
c. Michael Patton	07/17/23	PCCF

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the following deferred retirement (to age 60):

a. Adam Rufrano	02/17/23	Public Safety
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VOTE: All members voted "aye". Motion carried.

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the following retirements:

a. Roberta Skibber	06/30/23	AAA
b. Melanie Asterita	07/01/23	DA, vested 09/15/81

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the following invoices for payment:

a. Korn Ferry	\$5,410.00	2nd Quarter Actuarial Services
b. Biondo Investment Advisors	\$45,181.24	2nd Quarter Fee Billing
c. Broadridge Matrix Trust Co	\$12,245.05	2nd Quarter Asset/Transaction Fees

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve updating authorized signers for Biondo Investment Advisors contract.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to adjourn the Pike County Retirement Board Meeting.

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

Retirement Board Meeting adjourned.

Wednesday, August 2, 2023

The first regular meeting of August, 2023 of the Pike County Commissioners was called to order by Commissioner Osterberg 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; Chief Clerk Gromalski; and Solicitor Thomas F. Farley.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve the August 2, 2023, Agenda as amended.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve the July 19, 2023, Commissioners' Meeting Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve the July 26, 2023, Commissioners' Conference Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve payment from **GENERAL FUNDS (County Bills)**, in the amount of **\$479, 544.13**, subject to further review.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve payment from **PCEHIF, (PIKE COUNTY EMPLOYEE HEALTH INSURANCE FUND)** in the amount of **\$86,019.50**, subject to further review.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve payment from **BRIDGE REPAIR ACCOUNT**, in the amount of **\$59,345.55**, subject to further review.

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

PERSONNEL

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to hire **RYAN MCGAVIN** as Communication Dispatcher Trainee for the 911 Center for a 40-hour work week, effective August 23, 2023, pending successful drug screening, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to promote **BENJAMIN AMMERMAN** to Senior Probation Officer for the Domestic Relations Office, effective August 1, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to hire **CARRIE HOLGERSON** as Aging Care Manager I for the Area Agency on Aging for a 40-hour work week, effective August 14, 2023, pending successful drug screening, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, the following individuals as full-time Correctional Officers for the Correctional Facility, for a 40-hour work week, effective August 14, 2023, with benefits after 90 days:

SEAN WAGNER, ELI DEVASH, IMMANUEL GREENE, BRANDON SANTANA, AND XAVIER MOLINA.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, the following individuals as full-time Maintenance Staff Members for the Correctional Facility for a 40-hour work week, effective August 14, 2023, with benefits after 90 days: **STEVE GALANTE AND MICHAEL MOFFA.**

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to acknowledge receipt of a letter from Warden Lowe advising that he has hired, with Prison Board approval, **BRYCE HARRIGAN** as full-time Food Production Supervisor for the Correctional Facility for a 40-hour work week, effective August 14, 2023, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to table the hiring of **DAWN THOMPSON** as part-time Clerk in the Commissioners' Office, for less than 1,000 hours per year, pending successful drug screening.

VOTE: Commissioners Osterberg 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.

OLD BUSINESS

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to table in general the awarding of the bid for the Springbrook Road Over Rattlesnake Creek Bridge Replacement Project.

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

NEW BUSINESS

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to advertise bids for the purchase of Fortified Flavored Beverage Bases for the period of October 1, 2023 to September 30, 2024, on behalf of the Correctional Facility.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to advertise bids for the purchase of Groceries and Frozen Foods for the period of November 1, 2023 to February 28, 2024, on behalf of the Correctional Facility.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to adopt Resolution No. 23-33, National Health Centers Week, August 6 – 12, 2023.

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

Commissioner Waldron read Resolution No. 23-33 aloud.

Commissioner Osterberg announced that there are some members of the Wayne Memorial Community Health Center (WMCHC) here and said we here at the County recognize Wayne Hospital and what they do for the Pike County residents. As we know, during COVID, it was a very trying time for everyone in this County, particularly the fact that we do not have a hospital. We do not have urgent cares, but when that time came Wayne Hospital stepped up to the plate and helped us make sure we provided adequate services to all our residents. For that, we are always grateful for your support there. We support what you do in Pike County when it comes to tick borne diseases and other things you handle at your clinics up in the Blooming Grove region. I have a list of who we have here (from WMCHC) Teresa Lacey, Erica Brown, Julia Pacheco, Nichole Yannone, Karen Arthur and Margaret Allen.

Terri Lacey introduced herself and said she is the new CEO for Wayne Memorial Community Health Centers and said FQHC's (Federally Qualified Health Centers) are built to respond to the needs of our community so we're happy to continue with our tick borne disease. We realize that is a very difficult disease to manage for a lot of people, so we do have that specialty. We also have recruited a new dentist for the Pike region, we're expanding our pediatric office because we've seen an increase in volume with pediatrics and we are looking to expand our testing for obstetric women in Pike County. As we come out of this public health emergency, I would encourage all of the residents to seek preventative care. We have not only locally, but nationally, that people have not sought health care for prevention. They were afraid to go into health care facilities because of the pandemic, but now that we're out of that public health emergency, we really encourage people to seek care and reengage with their primary health care physician and engage in preventative practices. Thank you very much for having us today.

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Proposal from Kinsley Power Systems, Inc.

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

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

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to execute the updated Agreement for Subcontracted Services between Above the Rest Home Care LLC. and the County of Pike, on behalf of the Area Agency on Aging.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to authorize the Chairman to execute the Subgrant Award Notification from the Pennsylvania Commission on Crime and Delinquency for the PikeCARE Grant, on behalf of the Probation Department.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to appoint **TOM CALPIN** to the Poconos Counties Workforce Development Board as an Organized Labor Representative, for a 3-year term, effective September 1, 2023, through August 20, 2026.

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

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

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve the following Human Services Payment Vouchers on behalf of the Office of Human Services: PHARE in the amount of \$1,900.00 and Human Services Development Fund in the amount of \$1,608.78.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to authorize the fiscal year 2023 first quarter payment from the Pike County Emergency Medical Services Matching Grant fund to Blooming Grove Township in the amount of \$2,263.88.

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

MISCELLANEOUS

- PennState Extension Calendar of Events
- Senior Expo Event- Friday, September 8, 2023
- Pike County Implementable Comprehensive Plan Community Collaboration Meetings- Mike Mrozinski, Planning and Mapping Director – Director Mrozinski thanked the Commissioners and announced that the Pike County Comprehensive Plan is an eighteen-month process which we started back in 2022. We already have gone through the public survey, and we have eight hundred some odd responses and we also have the report which is available on-line along with the responses. In order to get more public input, we have community collaboration meetings that we've set up. Our steering committee felt the best location to have them is in the three school districts and it's an open house format, open for two hours at East Stroudsburg North, Wallenpaupack High School and the Delaware Valley School District. With the Survey we identified a lot of the major concerns that residents have identified. We'll focus on that but it will be a general presentation; we have a consultant, Michael Baker International, that will be there to provide that and stations you can go and discuss housing, identify any concerns which you might have with transportation, economic development and the like. It's open house, two hours and we're trying to get word out. The information has been sent out to news outlets and it's on the County website (www.pikepa.org). We are looking to make sure as many residents can participate in that. Realizing that the time frames may not work for everybody, we have some during the weekday in the afternoon and one of them is evening and there will be a virtual option that we populated that will be available on the website and we'll have one more Community Collaboration meeting in the Fall to wrap things out and put together the document and hopefully by Spring of 2024 we hope to have a final document. We look forward to getting the word out any way we can on this.

A meeting attendee asked about the dates of the Community Collaboration Meetings, general presentations? Director Mrozinski answered August 16th from 6PM – 8PM at East Stroudsburg High School North; August 17th from 12PM – 2PM at Wallenpaupack High School; and August 17th from 4 PM – 6 PM at the Delaware Valley High School. At each session there will be a brief fifteen or twenty minute presentation on generally what a Comprehensive Plan is, where we are right now, what we've learned thus far and the rest will be open house.

PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT – None

THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, AUGUST 16, 2023 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

Commissioners' Conference Minutes
Wednesday, August 9, 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.

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)** **\$ 576,401.98**

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve payment from the following: **BRIDGE REPAIR ACCOUNT** **\$ 14,817.49**

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

PERSONNEL

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **SHANNON REWOLDT** as part-time clerk in the Commissioners Office for less than 1,000 hours per year, effective August 28, 2023. This is a replacement position.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to hire **BRIANNE GALLO** as full-time clerk in the Prothonotary's Office for a 37.5-hour work week, effective August 14, 2023, pending successful drug screening, 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 reconvene the Commissioner's Conference.

OLD BUSINESS

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute Change Order No. GC-02 for the Pike County Courthouse Exterior Repairs 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 \$2,720.96 and Emergency Rental Assistance Program 2.0 in the amount of \$63,456.53.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to approve the Human Service Fund Payment Voucher in the amount of \$500,000.00, 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 Contract for Professional Services between Community Solutions 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 Preventative After Care 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 Grant-in-Aid Fiscal Year 2023-2024, on behalf of the Juvenile Probation Department.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Fair Market Value Option Lease Agreement between Pitney Bowes 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 update the appointment of **THOMAS CALPIN** to the Poconos Counties Workforce Development Board as an Organized Labor Representative, for a 3-year term, effective August 2, 2023, through June 30, 2026.
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, AUGUST 16, 2023, AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.

SALARY BOARD
August 2, 2023

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

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

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to approve the July 19 and 26, 2023 Salary Board Minutes.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to set the hourly rate of **RYAN MCGAVIN** at \$15.75 per hour as Communication Dispatcher Trainee for the 911 Center for a 40-hour work week, effective August 23, 2023, pending successful drug screening, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to increase the annual salary of **BENJAMIN AMMERMAN** by \$2,500.00, effective August 1, 2023, due to his promotion to Senior Probation Officer in the Domestic Relations Office.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to set the annual salary of **CARRIE HOLGERSON** at \$34,403.20, plus on-call pay, as Aging Care Manager I for the Area Agency on Aging for a 40-hour work week, effective August 14, 2023, pending successful drug screening.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to set the hourly rate of the following individuals at \$25.46 per hour as full-time Correctional Officers for the Correctional Facility, for a 40-hour work week, effective August 14, 2023, with benefits after 90 days: **SEAN WAGNER, ELI DEVASH, IMMANUEL GREENE, BRANDON SANTANA, AND XAVIER MOLINA.**

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to set the hourly rate of the following individuals at \$21.00 per hour as full-time Maintenance Staff Members for the Correctional Facility for a 40-hour work week, effective August 14, 2023, with benefits after 90 days: **STEVE GALANTE AND MICHAEL MOFFA.**

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to set the hourly rate of **BRYCE HARRIGAN** at \$20.00 per hour as full-time Food Production Supervisor for the Correctional Facility for a 40-hour work week, effective August 14, 2023, with benefits after 90 days.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Osterberg, to table the motion to set the hourly rate of **DAWN THOMPSON** at \$12.75 per hour as part-time Clerk in the Commissioners' Office, for less than 1,000 hours per year, effective August 7, 2023, pending successful drug screening.

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

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

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

Salary Board Meeting Adjourned.

SALARY BOARD
August 9, 2023

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

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 hourly rate of **SHANNON REWOLDT** at \$12.75 per hour, as part-time clerk in the Commissioners Office for less than 1,000 hours per year, effective August 28, 2023.

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to set the hourly rate of **BRIANNE GALLO** at \$12.75 per hour, as full-time clerk in the Prothonotary's Office for a 37.5-hour work week, effective August 14, 2023, pending successful drug screening, 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 increase the hourly rate of the following individuals to \$27.58 per hour, effective August 29, 2023, due to the completion of one year of service as Correctional Officer for the Correctional Facility, under the terms of the agreement between Pike County and AFSCME, District Council 87: **ROMAN LOBODA, SHANTAE STANLEY, AND ANGELICA STEWART.**

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

MOTION: by Commissioner Waldron and seconded by Commissioner Schmalzle, to increase the hourly rate of **ELISHA SALGADO** to \$35.01 per hour, effective August 31, 2023, due to the completion of 8 years of service as Correctional Officer for the Correctional Facility, under the terms of the agreement between Pike County and AFSCME District Council 87.

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

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

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

Salary Board Meeting Adjourned.