

**AGENDA**  
**WEDNESDAY, FEBRUARY 7, 2024, 11:00 A.M.**  
**PIKE COUNTY COMMISSIONERS' MEETING**

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

**PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA**

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1. Approve February 7, 2024 Agenda.
  2. Approve January 17, 2024 Meeting Minutes.
  3. Approve January 24 and 31, 2024 Conference Minutes.
  4. Approve payment from **GENERAL FUNDS (County Bills)** ..... **\$408,336.44**
  5. Approve payment from **LIQUID FUELS** ..... **\$3,743.04**
  6. Approve payment from **BRIDGE REPAIR ACCOUNT** ..... **\$32,070.53**
  7. Approve payment from **DEBT SERVICE FUND** ..... **\$522.63**
  8. Approve payment from **SRCP DEBT SERVICE** ..... **\$16.64**
  9. Approve payment from **PIKE COUNTY EMPLOYEE HEALTH INSURANCE FUND** ..... **\$918.00**
  10. Motion to approve exonerations as presented by Gina Rios, Tax Claim Bureau Director, for 67 properties sold out of the County Repository between November and December 2023.
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**PERSONNEL**

1. Motion to hire **NICOLE RUFRANO** as full-time Legal Secretary for the Public Defender's Office, for a 37.5-hour work week, effective February 20, 2024, pending drug screening results, with benefits after 90 days. This is a replacement position.
2. Motion to hire **CARRIE BRANCH** as full-time Assistant Public Defender for the Public Defender's Office, for a 37.5-hour work week, effective February 12, 2024, with benefits after 90 days. This is a replacement position.
3. Motion to hire **JOSEPH MASON** as Deputy Sheriff in the Sheriff's Office, for a 40-hour work week, effective February 12, 2024, pending successful background screening 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 2024 Reorganization, January 2, January 10, January 24, and January 31 Salary Board Minutes.
3. Motion to set the hourly rate of **NICOLE RUFRANO** at \$18.50 per hour as full-time Legal Secretary, for a 37.5-hour work week, effective February 20, 2024, pending drug screening results, with benefits after 90 days.
4. Motion to set the annual salary of **CARRIE BRANCH** at \$61,000.00 per year, as full-time Assistant Public Defender for the Public Defender's Office, for a 37.5-hour work week, effective February 12, 2024, with benefits after 90 days.
5. Motion to set the hourly rate of **JOSEPH MASON** at \$28.24 per hour as Deputy Sheriff for the Sheriff's Office, for a 40-hour work week, effective February 12, 2024, pending successful background screening results, with benefits after 90 days.
6. Motion to set the hourly rate of the following individuals at \$27.58 per hour, retroactive to February 6, 2024, due to the terms of the agreement between Pike County AFSCME, District Council 87, for the completion of one year of service as Correctional Officer for the Correctional Facility: **DEJANE DUNN, ASIA MIRANDA, AND RUBENSLY SEVERE**.
7. Motion to adjourn Salary Board.

**OLD BUSINESS**

1. Motion to award bids for the Tri-Annual Grocery and Frozen Foods for the period of March 1, 2024 – June 30, 2024, to Mivila in the amount of \$176,762.01, Sysco in the amount of \$44,204.09, and Bernard in the amount of \$14,538.28, for a total amount of \$235,504.38.
2. Motion to authorize the Chairman to execute the Change Order No. GC-1 - Grimm Construction for the Bennett Ave Building 1 Interior Renovations Project.
3. Motion to authorize the Chairman to execute the Letter of Transmittal for the Bennett Ave Interior Renovations Project for LH Reed Payment Application #2 and LH Reed Payroll #1 - #4.
4. Motion to authorize the Chairman to execute the Letter of Transmittal for the Bennett Ave Interior Renovations Project for Grimm Payment Application #, Datom- Subcontractor's Payroll #4 - #7, and Grimm Payroll #1.
5. Motion to authorize the Chairman to execute the Letter of Transmittal for the Bennett Ave Interior Renovations Project for Myco Payment Application #1, Certified Payroll Report Letter, and Myco Payroll #1 - #4.

**NEW BUSINESS**

1. Motion to advertise bids for the Creek Road Bridge Abutment Underpinning Project.
2. Motion to authorize the Chairman to execute the Equitable Sharing Agreement and Certification on behalf of the District Attorney's Office.

3. Motion to authorize the Chairman to execute the Lease Agreement between the County of Pike and AirSoilWater.org.
4. Motion to execute the Statement of Work Agreement from CDI BTM for the year 2024 on behalf of the Adult Probation Office.
5. Motion to approve the following Human Services Payment Vouchers on behalf of the Office of Human Services: Homeless Assistance Program in the amount of \$6,806.11; Emergency Rental Assistance Program 2.0 in the amount of \$630.74; Human Services Development Fund in the amount of \$1,000.00; PHARE in the amount of \$6,200.00; and State Food Purchase Program in the amount of \$1,837.33.
6. Motion to approve the Affordable Housing Fund Payment Voucher in the amount of \$218.75, payable to Hailstone Economic LLC. for December 2023 Services, on behalf of the Office of Human Services.
7. Motion to approve the 2021 CDBG Program Payment Voucher in the amount of \$2,652.67, payable to Hailstone Economic LLC. for December 2023 Services, on behalf of the Office of Human Services.
8. Motion to execute the fiscal year 2023 fourth quarter payments from the Pike County Emergency Medical Services grant fund to Porter Township in the amount of \$8,000.00 and Dingman Township in the amount of \$88,005.60.

**MISCELLANEOUS:**

- PennState Extension Calendar of Events

**PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT**

**THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD ON WEDNESDAY, FEBRUARY 21, 2024 AT 11:00 A.M. IN THE PIKE COUNTY ADMINISTRATION BUILDING.**