

# **NORTHUMBERLAND COUNTY COMMISSIONERS**

## **PUBLIC MEETING AGENDA**

**TUESDAY, DECEMBER 5, 2017**

**1:00 PM**

- 1. CALL TO ORDER.**
- 2. CITIZENS' INPUT – AGENDA ITEMS ONLY.**
- 3. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE MINUTES OF THE COMMISSIONERS' PUBLIC MEETING HELD ON TUESDAY, NOVEMBER 14, 2017.**
- 4. 9-1-1 PUBLIC SAFETY MOTOROLA PRESENTATION BY RUSS FELLMAN AND JASON RAMSAY.**
- 5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE HUMAN RESOURCE OFFICE FOR PAYROLL NO. 23 IN THE AMOUNT OF \$677,749.67 AND PAYROLL NO. 24 IN THE AMOUNT OF \$680,576.52.**
- 6. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$5,291,234.58 FROM NOVEMBER 10, 2017 TO DECEMBER 1, 2017.**
- 7. ANNOUNCEMENTS:**
  - A. The next regular Public Meeting will be held on Thursday, December 28, 2017 at 1:00 P.M. in the Public Meeting Room at the Administration Center, 399 Stadium Drive, Sunbury.*
  - B. A Work Session will be held on Tuesday, December 19, 2017 beginning at 10:00 A.M. in the Commissioners' Conference Room.*

*C. The Northumberland County Courthouse, Administration Center and related County facilities will be closed on Monday, December 25, 2017 in observance of the Christmas Day Holiday.*

**8. A MOTION IS NEEDED FOR THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION VOUCHER FOR TRANSFERS OF REAL ESTATE FOR THE MONTH OF OCTOBER 2017, AS SUBMITTED BY THE ASSESSMENT OFFICE.**

**9. A MOTION IS NEEDED TO APPROVE THE EMPLOYEE'S STATUS SHEET LIST OF NEW HIRES, INDIVIDUALS NO LONGER EMPLOYED, PROMOTIONS, DEMOTIONS AND TRANSFERS, AS ITEMS NUMBER 1 THROUGH 13.**

**10. A MOTION IS NEEDED TO APPROVE THE FOLLOWING REPORTS:**

*A. Coal Royalty Report: Two operators reported collections of \$4,838.40 for the month of September 2017.*

*B. Tax Claims Bureau reported a total of \$384,865.14 collected in taxes for the period of November 13, 2017 through November 30, 2017.*

*C. Monthly Fiscal Status Reports for October 2017, as submitted by the Weatherization Department:*

*1. The Department of Energy (DOE) Report.*

*2. LIHEAP Crisis Report.*

**11. A MOTION IS NEEDED TO APPROVE THE 2018 PROPOSED BUDGET FOR NORTHUMBERLAND COUNTY (GENERAL FUND AND ALL FUNDS) AND ADVERTISE IT ACCORDINGLY TO LAW. *(The proposed budget will be advertised and made available for public inspection for 20 days, in compliance with the County Code, with the intent to adopt the final budget at a future Public Meeting of the Northumberland County Commissioners).***

**12. A MOTION IS NEEDED TO RATIFY THE CLOSING OF ALL NON-MANDATED COUNTY OFFICES AT 1:00 P.M. ON THANKSGIVING EVE, WEDNESDAY, NOVEMBER 22, 2017.**

**13. A MOTION IS NEEDED TO CLOSE ALL NON-MANDATED COUNTY OFFICES AT 3:00 P.M. ON FRIDAY, DECEMBER 22 AND FRIDAY, DECEMBER 29, 2017.**

**14. A MOTION IS NEEDED TO RE-APPOINT COMMISSIONER KYMBERLEY L. BEST TO THE CENTRAL SUSQUEHANNA COOPERATIVE EXTENSION ASSOCIATION FOR A TERM BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018.**

**15. A MOTION IS NEEDED TO RE-APPOINT COMMISSIONER SAMUEL J. SCHICCATANO TO THE SEDA-COG BOARD OF DIRECTORS FOR A TERM BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018.**

**16. A MOTION IS NEEDED TO RE-APPOINT BARBARA MOYER TO THE SEDA-COG BOARD OF DIRECTORS FOR A TERM BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018.**

**17. A MOTION IS NEEDED TO GRANT PERMISSION TO ADVERTISE THE FOLLOWING:**

- A. 2018 Meeting dates for Commissioners' Public Meetings, Election Board, Retirement Board, Prison Board and Work Sessions. All Salary Board Meetings will be on an as-needed basis and will be advertised accordingly.*
- B. Legal Notice of the 2018 Public Meeting Schedule for the Local Emergency Planning Commission (LEPC), on behalf of the Department of Public Safety.*
- C. 2018 Meeting dates for the Northumberland County Planning Commission and the Northumberland County Industrial Development Authority.*
- D. Special Public Meeting, Tuesday, December 12, 2017 at 10 a.m. for the consideration and approval of the health insurance provider for 2018.*

**18. A MOTION IS NEEDED TO ADOPT THE 2018 HOLIDAY SCHEDULE:**

|                                      |   |   |
|--------------------------------------|---|---|
| <i>New Year's Day</i>                | - | <i>Monday, January 1<sup>st</sup></i>     |
| <i>Martin Luther King's Birthday</i> | - | <i>Monday, January 15<sup>th</sup></i>    |
| <i>Presidents' Day</i>               | - | <i>Monday, February 19<sup>th</sup></i>   |
| <i>Good Friday</i>                   | - | <i>Friday, March 30<sup>th</sup></i>      |
| <i>Memorial Day</i>                  | - | <i>Monday, May 28<sup>th</sup></i>        |
| <i>Flag Day</i>                      | - | <i>Thursday, June 14<sup>th</sup></i>     |
| <i>Independence Day</i>              | - | <i>Wednesday, July 4<sup>th</sup></i>     |
| <i>Labor Day</i>                     | - | <i>Monday, September 3<sup>rd</sup></i>   |
| <i>Columbus Day</i>                  | - | <i>Monday, October 8<sup>th</sup></i>     |
| <i>Election Day</i>                  | - | <i>Tuesday, November 6<sup>th</sup></i>   |
| <i>Veterans Day</i>                  | - | <i>Monday, November 12<sup>th</sup></i>   |
| <i>Thanksgiving Day</i>              | - | <i>Thursday, November 22<sup>nd</sup></i> |
| <i>Thanksgiving Day After</i>        | - | <i>Friday, November 23<sup>rd</sup></i>   |
| <i>Christmas Day</i>                 | - | <i>Tuesday, December 25<sup>th</sup></i>  |

- 19. A MOTION IS NEEDED TO ADOPT THE 2018 NORTHUMBERLAND COUNTY PAY SCHEDULE, AS SUBMITTED BY THE HUMAN RESOURCE DEPARTMENT.**
- 20. A MOTION IS NEEDED AUTHORIZING PAYMENT OF APPROXIMATELY \$551,891.65 TO RETIREES FOR HEALTH AND WELFARE BENEFITS FOR THE YEAR 2017, AS SUBMITTED BY THE CONTROLLER'S OFFICE.**
- 21. A MOTION IS NEEDED TO RATIFY A SETTLEMENT REFUND IN THE AMOUNT OF \$6,174.27 TO S & L SERVICES FOR PARCEL 035-00-021-058-F-002 FOR A PORTION OF THE TAXES PAID TO NORTHUMBERLAND COUNTY, AS SUBMITTED BY THE ASSESSMENT OFFICE.**
- 22. A MOTION IS NEEDED TO AUTHORIZING PAYMENT OF APPROXIMATELY \$94,574.98 FOR THE 2017 MEDICAL WAIVERS, AS SUBMITTED BY THE HUMAN RESOURCE DEPARTMENT.**
- 23. A MOTION IS NEEDED TO APPROVE THE AGREEMENT FOR THE PENNSYLVANIA SOCIAL SERVICES UNION (PSSU) LOCAL 668 FOR THE PERIOD OF JUNE 1, 2017 TO JUNE 30, 2020. (*Ratification*).**
- 24. A MOTION IS NEEDED TO RE-APPOINT DONALD FERSTER, BENNY SNYDER, THOMAS BOOP AND DAVE BECKER TO THE AGRICULTURAL LAND PRESERVATION BOARD FOR TERMS BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2020 AND TO RE-APPOINT WILLIAM GEISE AS CHAIR FOR A TERM BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018.**
- 25. A MOTION IS NEEDED AUTHORIZING THE DONATION OF A 2006 FORD EXPEDITION TO THE TREVORTON AMBULANCE COMPANY, ON BEHALF OF PUBLIC SAFETY.**
- 26. A MOTION IS NEEDED AUTHORIZING AN OVERPAYMENT IN TAXES IN THE AMOUNT OF \$22.19 TO ROSS AND GRETCHEN FEGLEY, MILTON, AS SUBMITTED BY THE ASSESSMENT OFFICE.**
- 27. A MOTION IS NEEDED TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF NORTHUMBERLAND AND THE CAMBRIA COUNTY PRISON, TO HOUSE YOUTHFUL OFFENDERS BETWEEN THE AGES OF 15 AND 18. (*Ratification*)**

**28. A MOTION IS NEEDED TO APPROVE A SECTION 504 GRIEVANCE PROCEDURE FOR NORTHUMBERLAND COUNTY, ON BEHALF OF SEDA-COG.**

**29. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY (PCCD) GRANT-IN-AID FOR THE PACTT PROGRAM, ON BEHALF OF JUVENILE COURT, IN THE AMOUNT OF \$19,995.00, FOR AN EXTENSION PERIOD OF DECEMBER 31, 2017 TO MARCH 31, 2018.**

**30. A MOTION IS NEEDED TO APPROVE THE FOLLOWING CHANGE ORDERS FOR THE NORTHUMBERLAND COUNTY PRISON, ON BEHALF OF BUCHART HORN:**

- 1. Lobar, Inc. – (CO #1) – Totaling: \$7,462.30*
- 2. Silvertip, Inc. – (CO #1 & CO #2) – Totaling:  $\$12,028.81 + (\$3,348.54) = \underline{\$8,680.27}$*
- 3. Glenn O. Hawbaker, Inc. – (CO #2 & CO #3) – Totaling:  $\$9,620.00 + \$7,190.00 = \underline{\$16,810.00}$*
- 4. Hosler Corporation – (CO # 2, CO #3 & CO #4) – Totaling:  $(\$12,360.70) + \$0 + \$3,328.00 = \underline{(\$9,032.70)}$*

**31. A MOTION IS NEEDED TO APPROVE THE FOLLOWING HONORARY LETTER:**

**A. Anniversary:**

- 1. Mr. and Mrs. John Campbell, Sunbury – 50<sup>th</sup> Wedding Anniversary*

**32. A MOTION IS NEEDED AUTHORIZING TRAVEL REQUESTS AND ATTENDANCE AT THE FOLLOWING WORKSHOPS/SEMINARS AS IN ACCORDANCE WITH THE COUNTY'S PERSONNEL MANUAL TRAVEL REIMBURSEMENT POLICY:**

**A. District Attorney:**

- (6) February 13 – 16 - 2018 Mid-Winter Meeting, Philadelphia, PA*

**33. SOLICITOR'S REPORT:**

- A. MOTION TO ADOPT *Resolution R#112-17 (Application to Encumber Liquid Fuels Tax Funds between the Northumberland County Board of Commissioners, on behalf of the Northumberland County Engineer, and the Pennsylvania Department of Transportation for the rehabilitation of Bridge No. 128, located over Glade Run in Lewis Township).***

- B. MOTION TO ADOPT Resolution R#113-17 (Lease Agreement between the Northumberland County Commissioners and Dave Burgess, for the leasing of a room, located at 326 N. 2<sup>nd</sup> Street, Sunbury, to be used for storage).**
- C. MOTION TO ADOPT Resolution R#114-17 (Grant Agreement between the Northumberland County Commissioners, on behalf of the Northumberland County Emergency Management Agency, and the Pennsylvania Emergency Management Agency for the 2016 – 2017 Emergency Management Performance Grant (EMPG) in the amount of \$70,268.00 to support the approved personnel costs within the department). (Ratification).**
- D. MOTION TO ADOPT Resolution R#115-17 (Professional Services Agreement between the Northumberland County Board of Commissioners and Appraisal and Marketing Associates, Inc., on behalf of the Assessment Office, for assistance with assessment and appraisals of various types of properties).**
- E. MOTION TO ADOPT Resolution R#116-17 (Resolution appointing Human Resource Director, Joseph Picarelli, as the Section 504 Compliance Officer for Northumberland County, on behalf of SEDA-COG).**
- F. MOTION TO ADOPT Resolution R#117-17 (Commissioners – Budget Amendments as listed):**

| <u>No.:</u> | <u>Dept.:</u>  | <u>Debit:</u> | <u>Credit:</u> | <u>Balance:</u> | <u>Effect on Budget:</u> |
|-------------|----------------|---------------|----------------|-----------------|--------------------------|
| 061-17      | Weatherization | \$77,203      | -\$77,203      | 0               | +\$74,362                |
| 072-17      | Public Safety  | \$14,705      | -\$14,705      | 0               | +\$14,705                |
| 073-17      | Controller     | \$ 7,435      | -\$ 7,435      | 0               | +\$ 4,120                |
| 075-17      | Planning       | \$70,600      | -\$70,600      | 0               | +\$70,600                |
| 076-17      | Planning       | \$43,290      | -\$43,290      | 0               | +\$43,290                |

- G. MOTION TO ADOPT Resolution R#118-17 (Agreements, Amendments, Revisions, Grants, Leases and Reports between the Northumberland County Commissioners, on behalf of Human, Senior and Social Services and the named service providers as listed):**
- 1. Purchase of Service Agreement between Northumberland County Juvenile Court Services Agency and the Adelphoi Village.**
  - 2. Contract for the Provision of Consultation Services between Northumberland County Behavioral Health and Intellectual/Developmental Services and Charles W. Laudermilch.**

3. *Contract Amendment between Community Care Behavioral Health Organization and Northumberland County Behavioral Health and Intellectual/Developmental Services.*
4. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Stephanie Strawser (E.I. Services).*
5. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and NHS of Pennsylvania (BH Services).*

*The above Agreements, Amendments, Revisions, Grants, Leases and Reports is not with County employees nor does the organizational contract list County employees as principals in their Corporation or on their Board of Directors.*

**34. OLD BUSINESS.**

**35. NEW BUSINESS.**

**\*\*\* PUBLIC INPUT \*\*\***

**36. MOTION TO ADJOURN.**