

NORTHUMBERLAND COUNTY COMMISSIONERS

PUBLIC MEETING AGENDA

TUESDAY, NOVEMBER 13, 2018

1:00 PM

- 1. CALL TO ORDER.**
- 2. PLEDGE OF ALLEGIANCE, FOLLOWED BY A MOMENT OF SILENCE.**
- 3. CITIZENS' INPUT – AGENDA ITEMS ONLY.**
- 4. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE MINUTES OF THE COMMISSIONERS' PUBLIC MEETING HELD ON TUESDAY, OCTOBER 2, 2018, THE SPECIAL PUBLIC MEETING HELD ON TUESDAY, OCTOBER 16, 2018 AND THE EMERGENCY MEETING HELD ON FRIDAY, NOVEMBER 2, 2018.**
- 5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE HUMAN RESOURCE OFFICE FOR PAYROLL NO. 20 IN THE AMOUNT OF \$696,633.24, PAYROLL NO. 21 IN THE AMOUNT OF \$714,662.43 AND PAYROLL NO. 22 IN THE AMOUNT OF \$728,163.18.**
- 6. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$8,233,019.84 FROM SEPTEMBER 29, 2018 TO NOVEMBER 9, 2018.**
- 7. ANNOUNCEMENTS:**
 - A. The next regular Public Meeting will be held on Tuesday, December 4, 2018 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, November 20, 2018 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 Thursday, November 22 and Friday, November 23 in observance of the Thanksgiving Day Holiday.*
- D. An Executive Session was held on Tuesday, November 13, 2018 at 12:00 P.M. for the purpose of discussing personnel matters.*
- 8. A MOTION IS NEEDED FOR THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION VOUCHER FOR TRANSFERS OF REAL ESTATE FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2018, 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 35.**
- 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 July 2018.*
- B. Tax Claims Bureau reported a total of \$274,495.44 collected in taxes for the period of October 1, 2018 through November 9, 2018.*
- C. Monthly Fiscal Status Reports for September 2018, as submitted by the Weatherization Department:*
- 1. The Department of Energy (DOE) Report.*
 - 2. LIHEAP Cumulative Report.*
 - 3. LIHEAP Standard Report.*
- 11. A MOTION IS NEEDED TO RE-APPOINT CHAIRMAN RICHARD J. SHOCH AS THE COMMISSIONER REPRESENTATIVE TO A ONE-YEAR TERM ON THE NORTHUMBERLAND COUNTY CONSERVATION DISTRICT BOARD OF DIRECTORS, WITH A TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.**

- 12. A MOTION IS NEEDED TO RE-APPOINT RICHARD DANIELS, DALMATIA, AS THE FARMER DIRECTOR ON THE NORTHUMBERLAND COUNTY CONSERVATION DISTRICT BOARD OF DIRECTORS, TO A FOUR-YEAR TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2022.**
- 13. A MOTION IS NEEDED TO RE-APPOINT CHARLES HOPTA, JR. TO THE WYOMING VALLEY LEVEE RAISING MITIGATION BOARD FOR A ONE-YEAR TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.**
- 14. A MOTION IS NEEDED TO APPOINT JOSEPH KNAPICK, COAL TOWNSHIP, TO THE NORTHUMBERLAND COUNTY RECREATION COMMISSION TO A ONE-YEAR TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.**
- 15. A MOTION IS NEEDED TO APPROVE THE REDUCTION IN FUNDING OF \$261.00 FOR NORTHUMBERLAND COUNTY'S WEATHERIZATION ASSISTANCE PROGRAM, ON BEHALF OF THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, CONTRACT NO. C000066284.**
- 16. A MOTION IS NEEDED TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE COUNTY OF NORTHUMBERLAND AND NATIONAL CORRECTIONAL EMPLOYEES UNION LOCAL 133.**
- 17. A MOTION IS NEEDED AUTHORIZING THE MAJORITY OF THE BOARD OF COMMISSIONERS TO SIGN DOCUMENTATION TO PROCESS FUND TRANSFERS FOR ACCOUNTS PAYABLE EXPENSES ON AN AS-NEEDED BASIS, PER RECOMMENDATIONS BY THE NORTHUMBERLAND COUNTY TREASURER AND CONTROLLER.**
- 18. A MOTION IS NEEDED TO RE-APPOINT COMMISSIONER KYMBERLEY BEST TO THE CENTRAL SUSQUEHANNA COOPERATIVE EXTENSION ASSOCIATION FOR A TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.**
- 19. A MOTION IS NEEDED TO RE-APPOINT COMMISSIONER SAMUEL SCHICCATANO TO THE SEDA-COG BOARD OF DIRECTORS FOR A TERM BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.**

20. A MOTION IS NEEDED TO AUTHORIZE THE TAX CLAIMS BUREAU TO CONDUCT A PRIVATE SALE OF REAL ESTATE FOR A PROPERTY LOCATED AT 1086 TREVORTON ROAD, COAL TOWNSHIP, PA, PARCEL NO. 00D-00-066-083, WITH ALL SALES CONTINGENT UPON APPROVAL OF TAXING BODIES WHEREIN PROPERTY IS LOCATED.

21. A MOTION IS NEEDED TO HIRE A PART-TIME ASSISTANT COUNTY SOLICITOR, STEPHANIE J. WEBB, AT THE CURRENT STARTING SALARY FOR THE POSITION, AT THE RECOMMENDATION OF THE SOLICITOR.

22. A MOTION IS NEEDED TO ADOPT A NORTHUMBERLAND COUNTY CATASTROPHIC LOSS REAL ESTATE REVIEW POLICY, PERTAINING TO PROPERTY TAX ASSESSMENTS, AS PRESENTED BY BRENDA SHAW, DIRECTOR OF REAL ESTATE ASSESSMENT AND TAX CLAIMS.

23. A MOTION IS NEEDED TO AUTHORIZE THE EXECUTION OF A FIRST AMENDMENT TO THE OPTION AGREEMENT WITH VINYANOR LLC, EXTENDING THE DEADLINE TO EXECUTE A SALES AGREEMENT BY 30 DAYS.

24. A MOTION IS NEEDED TO APPROVE THE FOLLOWING PROCLAMATIONS:

A. Proclamations:

*1. National Bullying Prevention - Month of October
and*

UNITY DAY in Northumberland County – October 24, 2018

2. 100th Anniversary of Armistice Day – November 11, 2018

25. 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. Area Agency on Aging:

(2) December 4 – 6

- P4A/PDA Quarterly Mtg., Hershey, PA

B. Children and Youth: *(Ratify)*

(3) October 10 – 11

- PCYA Quarterly Mtg., Lancaster, PA

(3) November 1 – 2

- 207 Family Finding, Bethlehem, PA

C. Public Safety:

(1) December 13 – 14

- JNET Integration Mtg., State College, PA

D. Veteran's Affairs: (Ratify)

(2) September 30 – October 5 - Annual Training Conf., Erie, PA

26. SOLICITOR'S REPORT:

- A. MOTION TO ADOPT Resolution R#94-18 (Amendment No. 2 to the Food Service Contract between Northumberland County and CBM Managed Services (n/k/a/ Summit Food Service, LLC) for the management of the food service operation at the Northumberland County Prison).**
- B. MOTION TO ADOPT Resolution R#95-18 (Snow Removal Agreements between the Northumberland County Board of Commissioners, on behalf of the Northumberland County Engineer and the Borough of Milton and the Independence Fire Company for removal of snow from County bridges located in the Borough of Milton and the City of Shamokin).**
- C. MOTION TO ADOPT Resolution R#96-18 (Agreement for Tower Shelter Upgrades between the County of Northumberland, on behalf of Public Safety/911 and the County of Snyder and the County of Union, operating under the registered fictitious name, 'Central Susquehanna Regional 911 System,' to utilize shelter space for Digital P-25 Radio Equipment at the tower known as "Blue Hill. "). (Ratification).**
- D. MOTION TO ADOPT Resolution R#97-18 (Resolution for Funding through the Next Generation Farm Loan Program, on behalf of The Penn Industrial Authority in Lancaster County, for Jay M. and Rhonda S. Stoltzfus, for a 53.84 acre farm located on Schwaben Creek Road, Dornsife, PA, in accordance with the Tax Equity and Fiscal Responsibility Act of 1982).**
- E. MOTION TO ADOPT Resolution R#98-18 (Resolution to authorize a PILOT Agreement between the County of Northumberland and the Housing Development Corporation of Northumberland County (HDCNC) for certain property located in the Township of Coal, which is subject to the Option Agreement between HDCNC and the Northumberland County Authority, Pennsylvania, subject to: a). A Low Income Housing Tax Credit Project being approved for an Affordable Housing Project on the property; b). HDCNC exercising its option and purchasing the property; and c). Approval of and participation in the PILOT by the other taxing authorities, i.e. Shamokin Area School District and Township of Coal).**

- F. MOTION TO ADOPT Resolution R#99-18 (Resolution to authorize a Tax Abatement Agreement between the County of Northumberland and the Housing Development Corporation of Northumberland County (HDCNC) for certain property located in the Township of Coal, which is subject to the Option Agreement between HDCNC and the Northumberland County Authority, Pennsylvania, subject to: a). A Low Income Housing Tax Credit Project being approved for an Affordable Housing Project on the property; b). HDCNC exercising its option and purchasing the property; and c). Approval of and participation in the PILOT by the other taxing authorities, i.e. Shamokin Area School District and Township of Coal).**
- G. MOTION TO ADOPT Resolution R#100-18 (Amendment to Contract between the Northumberland County Commissioners, on behalf of the Northumberland County Prison, and Keefe Commissary Network, LLC, for the adjustment of the commission rate for commissary and Securepak purchases at the Prison).**
- H. MOTION TO ADOPT Resolution R#101-18 (Consent for Right of Entry between the Northumberland County Commissioners, on behalf of the Engineer, and the PA Department of Environmental Protection for the performance of an Abandoned Mine Reclamation Project in the area of Coal Township and Zerbe Township).**
- I. MOTION TO ADOPT Resolution R#102-18 (Second Amendment to Contract between the Northumberland County Commissioners, on behalf of Weatherization, and Green Kite, decreasing the QCI Inspection price from \$650.00 to \$550.00).**
- J. MOTION TO ADOPT Resolution R#103-18 (Professional Services Agreement between the Northumberland County Board of Commissioners, on behalf of the Courts, and Ervin Blank Associates for Court Reporting Services).**
- K. MOTION TO ADOPT Resolution R#104-18 (Settlement Agreement and Mutual Limited Release between the County of Northumberland, on behalf of Children and Youth Services, and AVANCO International, Inc. whereby the County will accept a settlement payment of \$2,462.69 from AVANCO International, Inc., related to costs incurred to determine the extent of vulnerabilities and potential compromising of information on the Child Accounting Profile System (CAPS)).**
- L. MOTION TO ADOPT Resolution R#105-18 (Commissioners – Budget Amendment as listed):**

<u>No.:</u>	<u>Dept.:</u>	<u>Debit:</u>	<u>Credit:</u>	<u>Balance:</u>	<u>Effect on Budget:</u>
38-18	C&Y	\$567,078	-\$567,078	0	+\$77,145

M. MOTION TO ADOPT *Resolution R#106-18 (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. *Ratify: Children and Youth Services Plan and Budget Certification Statement (7/1/17 - 6/30/18).*
2. *Contract for the Provision of Computer Support between Northumberland County Children and Youth Services and Avanco International, Inc.*
3. *HIPAA Business Associate Agreement Addendum between Northumberland County Children and Youth Services and Avanco International, Inc.*
4. *Contract Amendment between Northumberland County Children and Youth Services and Avanco International Inc. (CAPS Version 14 Upgrade).*
5. *Consulting Services Addendum to Child Accounting and Profile System Application Service Provider Agreement between Northumberland County Children and Youth Services and Avanco International Inc.*
6. *Purchase of Service Agreement between Northumberland County Juvenile Court Services Agency and Adelphoi Village.*
7. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Keystone Service Systems Inc. (Non-waiver).*
8. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Community Services Group (Base-funded/MH).*
9. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and UCP of Central PA (Non-waiver).*
10. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Suncom Industries Inc. (Vocational Services Non-waiver).*
11. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Sentry Services and Supports.*

12. Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Community Services Group (Base Funded ID).

13. Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services (SCA) and Turning Point Recovery Center.

14. Addendum to Purchase of Service Agreement between Northumberland County Children and Youth Services and Rachel Wiest-Benner, Esquire and The Law Office Wiest, Wiest Benner and Rice, LLC.

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

27. OLD BUSINESS.

28. NEW BUSINESS.

***** PUBLIC INPUT *****

29. MOTION TO ADJOURN.