

NORTHUMBERLAND COUNTY COMMISSIONERS

PUBLIC MEETING AGENDA

TUESDAY, NOVEMBER 12, 2024

1:00 PM

- 1. CALL TO ORDER.**
- 2. PLEDGE OF ALLEGIANCE AND 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 1, 2024.**
- 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 \$765,469.80, PAYROLL NO 21 IN THE AMOUNT OF \$765,012.54 AND PAYROLL NO. 22 IN THE AMOUNT OF \$783,684.38.**
- 6. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$8,629,468.89 FROM SEPTEMBER 28, 2024 TO NOVEMBER 8, 2024.**
- 7. ANNOUNCEMENTS:**
 - A. A Work Session will be held on Wednesday, November 19, 2024 beginning at 10:00 A.M. in the Commissioners' Conference Room.*
 - B. The next regular Public Meeting will be held on Tuesday, December 3, 2024 at 1:00 P.M. in the Public Meeting Room at the Administration Center, 399 Stadium Drive, Sunbury.*

- C. The Northumberland County Courthouse, Administration Center and related County facilities will be closed on Thursday, November 28, 2024 and Friday, November 29, 2024 in observance of the Thanksgiving Day Holiday.*
 - D. The next Prison Board Meeting will be held on Wednesday, November 13, 2024 at 11 A.M. in the Public Meeting Room at the Administration Center, 399 Stadium Drive, Sunbury.*
 - E. One qualifying bid was received for the Supply and Delivery of Home Heating Oil.*
 - F. Receipt of correspondence from D. Molesevich & Sons Construction, Inc. to extend their Coal Lease with the County of Northumberland for the year 2025.*
- 8. 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 27.**
- 9. A MOTION IS NEEDED TO APPROVE THE FOLLOWING REPORTS:**
- A. Coal Royalty Report, as submitted by the County Engineer:*
 - 1. Five operators reported collections of \$22,404.89 for the month of September 2024.*
 - B. Tax Claims Bureau reported a total of \$290,673,86 collected in taxes for the period of September 24, 2024 through November 3, 2024.*
 - C. Monthly Fiscal Status Reports for the month of September 2024, as submitted by the Weatherization Department:*
 - 1. Department of Energy (DOE) Report (24-25).*
 - 2. Department of Energy (DOE) Readiness Report (24-25).*
 - 3. Department of Energy (DOE) BIL Report (22-27).*
 - 4. The LIHEAP Standard Report (23-24).*
 - 5. The LIHEAP C&T Report (23-24).*
 - 6. The LIHEAP Cooling Report (23-24).*
 - 7. The LIHEAP Cumulative (23-24)*
- 10. A MOTION IS NEEDED FOR THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION VOUCHER FOR TRANSFERS OF REAL ESTATE FOR THE MONTH OF SEPTEMBER 2024, AS SUBMITTED BY THE ASSESSMENT OFFICE.**

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

- A. Notice imposing a (30) Day Burn Ban effective Saturday, November 2, 2024 at 12 Noon and ending December 2, 2024 at 12 noon. (*Ratification*)**
- B. 2025 Holiday Schedule and the Meeting dates for Commissioners' Public Meetings, Election Board, Retirement Board, Work Sessions, Planning Commission, Industrial Development Authority, Prison Board and LEPC Meetings. All Salary Board Meetings will be on an as-needed basis and will be advertised accordingly.**

12. A MOTION IS NEEDED TO AUTHORIZE THE NORTHUMBERLAND COUNTY ENGINEER TO EXECUTE THE AGREEMENT BETWEEN NORTHUMBERLAND COUNTY AND THE BOROUGH OF MILTON, A MUNICIPAL CORPORATION OF THE COMMONWEALTH OF PENNSYLVANIA, FOR REMOVAL OF SNOW FROM PEDESTRIAN SIDEWALKS IN THE BOROUGH OF MILTON FOR THE FOLLOWING COUNTY OWNED BRIDGES: BRIDGE #44 FILBERT STREET, BRIDGE #154 RIDGE AVENUE, BRIDGE #171 TURBOT AVENUE, BRIDGE #173 MAPLE STREET AND BRIDGE #191 BROWN AVE FROM NOVEMBER 1, 2024 TO APRIL 30, 2025 AT A COST OF ONE THOUSAND, SIX HUNDRED SIXTY (\$1,660.00) DOLLARS.

13. A MOTION IS NEEDED TO AUTHORIZE THE NORTHUMBERLAND COUNTY CHAIRPERSON TO EXECUTE THE QUOTE TO REPLACE A PIECE OF NETWORK EQUIPMENT WITH INTEGRAONE, AS SUBMITTED BY THE IT DEPARTMENT. (*RATIFICATION*)

14. A MOTION IS NEEDED AUTHORIZING THE CHAIRMAN TO EXECUTE THE COMMERCIAL SERVICE AGREEMENT OF NON-HAZARDOUS WASTE WITH WASTE MANAGEMENT OF PENNSYLVANIA, INC FOR VARIOUS COUNTY FACILITIES. (*RATIFICATION*)

15. A MOTION IS NEEDED TO RE-APPOINT CHARLES HOPTA, JR. TO THE WYOMING VALLEY LEVEE RAISING PROJECT MITIGATION ADVISORY BOARD FOR A ONE-YEAR TERM BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025.

16. A MOTION IS NEEDED AUTHORIZING NORTHUMBERLAND COUNTY COMMISSIONERS TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH ERVIN BLANK ASSOCIATES, INC TO PROVIDE COURT

REPORTING SERVICES FOR COUNTY COURT AND CUSTODY HEARINGS ON BEHALF OF COURT ADMINISTRATION.

- 17. A MOTION IS NEEDED AUTHORIZING NORTHUMBERLAND COUNTY COMMISSIONERS TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH ANN E. DIGGAN TO PROVIDE COURT REPORTING SERVICES ON BEHALF OF COURT ADMINISTRATION.**

- 18. A MOTION IS NEEDED AUTHORIZING NORTHUMBERLAND COUNTY COMMISSIONERS TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH DAWN M. SWEELEY TO PROVIDE COURT REPORTING SERVICES ON BEHALF OF COURT ADMINISTRATION.**

- 19. A MOTION IS NEEDED AUTHORIZING NORTHUMBERLAND COUNTY COMMISSIONERS TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH JOHN B. ONESI TO PROVIDE COURT REPORTING SERVICES ON BEHALF OF COURT ADMINISTRATION.**

- 20. A MOTION IS NEEDED TO APPROVE THE CHAIRPERSON TO EXECUTE A RENEWAL AGREEMENT BETWEEN NORTHUMBERLAND COUNTY AND COMMONWEALTH SECURITY OF SUNBURY FOR MAINTENANCE SERVICE TO SECURITY SYSTEMS AT VARIOUS COUNTY BUILDINGS AT AN ANNUAL COST OF \$10,505.00. (RATIFICATION)**

- 21. A MOTION IS NEEDED TO AUTHORIZE THE COMMISSIONERS TO EXECUTE A GRANT AGREEMENT BETWEEN NORTHUMBERLAND COUNTY AND PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY ON BEHALF OF THE ADULT PROBATION/PAROLE GRANT DEPARTMENT FOR FY2024-2025 IN THE AMOUNT OF \$147,159.00. (RATIFICATION)**

- 22. A MOTION IS NEEDED TO AUTHORIZE THE CHAIRPERSON TO EXECUTE THE GRANT AGREEMENT BETWEEN NORTHUMBERLAND COUNTY AND PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY FOR PROJECT TITLED NORTHUMBERLAND COUNTY REENTRY PROGRAM AWARDING \$15,000.00 DURING THE PROJECT PERIOD OF 10/1/2024 TO 9/30/2025. (RATIFICATION)**

- 23. A MOTION IS NEEDED AUTHORIZING THE CHAIRPERSON TO EXECUTE THE STANDARD AGREEMENT FOR THE SALE OF REAL ESTATE FOR**

COUNTY PROPERTY, TAX PARCEL 00D-00-067-013-C, LOCATED AT 2178 TREVORTON ROAD, COAL TOWNSHIP. (RATIFICATION)

- 24. A MOTION IS NEEDED AUTHORIZING THE CHIEF CLERK TO EXECUTE ANY AND ALL DOCUMENTS PERTAINING TO THE SALE OF COUNTY PROPERTY, TAX PARCEL 00D-00-067-013-C, LOCATED AT 2178 TREVORTON ROAD, COAL TOWNSHIP.**
- 25. A MOTION IS NEEDED TO AWARD THE BID FOR SUPPLY AND DELIVERY OF HOME HEATING OIL FOR VARIOUS COUNTY BUILDINGS TO MILLER’S OIL & GAS, SHAMOKIN AT A COST OF \$0.35/PER GALLON HANDLING CHARGE, AS RECOMMENDED BY THE COUNTY ENGINEER.**
- 26. A MOTION IS NEEDED TO APPROVE THE NORTHUMBERLAND COUNTY DEPARTMENT OF INFORMATION SERVICES UPDATED TECHNOLOGY USAGE & SECURITY POLICY MANUAL EFFECTIVE 11/12/2024.**
- 27. A MOTION IS NEEDED TO APPROVE THE FOLLOWING HR POLICIES LISTED BELOW, AS SUBMITTED BY THE HR POLICY COMMITTEE:**
- A. GI – 3.1 – Northumberland County Sheriff’s Outside Employment**
 - B. MI -1.24 – Procurement**
 - C. MI – 5.0 – County Fleet Management**
 - D. WA – 9.0 – Jury Duty & Court Appearances**
- 28. A MOTION TO ACCEPT THE PROPOSAL OF _____ TO PROVIDE HEALTH INSURANCE, AS SET FORTH IN SAID PROPOSAL, FOR NORTHUMBERLAND COUNTY EMPLOYEES FOR THE YEAR 2025.**
- 29. A MOTION IS NEEDED TO AUTHORIZE THE CHAIRPERSON TO EXECUTE AMENDMENT NO. 2 TO THE INMATE TELEPHONE AGREEMENT BETWEEN INMATE CALLING SOLUTIONS, LLC, d/b/a ICSOLUTIONS AND NORTHUMBERLAND COUNTY.**
- 30. 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. AAA
(1) November 18-22 - Protective Services Basic Training**

(1) December 9-11

State College PA
P4 Quarterly
State College, PA

B. BHIDS:

(1) November 13-15

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2024 PACA MHIDS FALL CONFERENCE
Bedford, PA

C. COMMISSIONERS:

(3) November 21-24

2024 CCAP FALL CONFERENCE
Hershey, PA

31. SOLICITOR'S REPORT:

A. MOTION TO ADOPT *Resolution R#25-24 (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 Children and Youth Services and Dan Plock, Service Provider. (*Ratification*)**
- 2. Purchase of Service Agreement between Northumberland County Children and Youth Services and Advantage Independent Living, LLC. (*Ratification*)**
- 3. Purchase of Service Agreement between Northumberland County Children and Youth Services and City Mission-Living Stones, Inc. (*Ratification*)**
- 4. Purchase of Service Agreement between Northumberland County Children and Youth Services and Adelphoi Village, Inc.**
- 5. Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Ray of Sunshine Developmental Services, LLC.**
- 6. Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Living Unlimited, Inc.**
- 7. Agreement between Northumberland County Drug and Alcohol Department and Watsontown Comprehensive Treatment Center.**
- 8. Contract Agreement between Northumberland County Drug and Alcohol Department and Gaudenzia. (Mobile MAT Unit Vehicle Purchase w/Opioid Funds)**

9. **Amendment Agreement between Northumberland County Behavioral Health and Intellectual Developmental Services and Jerome J. Alex.**
10. **Purchase Service Agreement between Northumberland County Area Agency on Aging and Dr. Karen Zereconsky.**
11. **Purchase of Service Agreement between Northumberland County Children and Youth Services and Leading Youth for Excellence.**
12. **Purchase of Service Agreement between Northumberland County Children and Youth Services and Crossroads Counseling, Inc. (Behavioral Health Treatment Services)**
13. **Purchase of Service Agreement between Northumberland County Children and Youth Services and Crossroads Counseling, Inc. (Wellness Nurse)**
14. **Contract Agreement between Northumberland County Drug and Alcohol Department and Center for Community Resources (CCR). (Call-Center Services for CMSU Warm Hand-off Program)**

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, with the exception of Contracts with CSO. Controller Chris Grayson is a member of the CSO Board.

- B. **MOTION TO ADOPT Resolution R#26-24 (Professional Services Agreement between the Northumberland County Commissioners, and Joel M. Wiest, Esquire, to serve as the Mental Health/Mental Retardation Review Officer from November 12, 2024 to December 31, 2025, per the attached Order).**
- C. **MOTION TO ADOPT Resolution R#27-24 (Professional Services Agreement between the Northumberland County Commissioners, and Ann Melissa Kalas, Esquire, to serve as the First Substitute Mental Health/Mental Retardation Review Officer from November 12, 2024 to December 31, 2025, per the attached Order).**
- D. **MOTION TO ADOPT Resolution R#28-24 (Professional Services Agreement between the Northumberland County Commissioners, and Robert M. Varano, Esquire, to serve as the Second Substitute Mental Health/Mental Retardation Review Officer from November 12, 2024 to December 31, 2025, per the attached Order).**
- E. **MOTION TO ADOPT Resolution R#29-24 (for the County of Northumberland to apply for a Statewide Local Share Assessment Grant not to exceed \$1 Million from the Commonwealth Financing Authority to be used for the replacement of the Northumberland County Courthouse roof).**

32. OLD BUSINESS.

33. NEW BUSINESS.

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

34. MOTION TO ADJOURN.