

NORTHUMBERLAND COUNTY COMMISSIONERS

PUBLIC MEETING AGENDA

TUESDAY, JULY 15, 2014

1:00 PM

1. CALL TO ORDER.

2. CITIZENS' INPUT – AGENDA ITEMS ONLY

3. UPDATE ON BUDGET AND FINANCIAL CONDITION OF THE COUNTY.

4. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE FINANCE OFFICE FOR PAYROLL NO. 13 IN THE AMOUNT OF \$670,036.61 AND PAYROLL NO. 14 IN THE AMOUNT OF \$669,694.71.

5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$3,549,995.05 FROM JUNE 14, TO JULY 11, 2014.

6. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE MINUTES OF THE COMMISSIONERS' PUBLIC MEETING HELD ON JUNE 17, 2014.

7. ANNOUNCEMENT:

A. The Northumberland County Board of Commissioners would like to recognize and congratulate Attorney Michael Robinson who has been elected to serve as the President of the Pennsylvania Children and Youth Solicitor's Association for a two year term. Attorney Robinson has served as Solicitor for Northumberland County Children and Youth since 1984.

- 8. A MOTION IS NEEDED TO MAKE PAYMENT TO FORMER NORTHUMBERLAND COUNTY EMPLOYEE LISA LABOSKIE IN THE AMOUNT OF \$3,100.17 REGARDING HER CLAIM FOR TUITION REIMBURSEMENT.**

- 9. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE FOLLOWING COMMONWEALTH OF PENNSYLVANIA, BOARD OF PROBATION AND PAROLE DOCUMENTS:**
 - A. Financial Statement Funds expended for improved Adult Probation Services with a funding period of July 1, 2013 through June 30, 2014.*
 - B. Northumberland County State Offender Supervision Fund Agreement Renewal Signature Page for Fiscal Year 2014-2015.*
 - C. Grant-in-aid Continuing Program application and agreement for the improvement of Adult Probation Services for Fiscal Year 2014-2015.*

- 10. A MOTION IS NEEDED TO AUTHORIZE THAT 2 MILLION DOLLARS CURRENTLY IN THE GENERAL FUND WILL BE COMMITTED TO DEBT SERVICE.**

- 11. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO ACCEPT AND SIGN THE MEDIATOR'S RECOMMENDATION IN THE KACEY FISHER GRIEVANCE AS A RESULT OF THE GRIEVANCE MEDIATION HELD ON JUNE 13, 2014.**

- 12. A MOTION IS NEEDED ACKNOWLEDGING RECEIPT OF THE FOLLOWING REPORTS:**
 - A. Tax Claims Bureau reported a total of \$669,604.58 collected in taxes for the period June 16th, to July 13th, 2014, as submitted by the Tax Claims Bureau.*
 - B. Coal Royalty Report: three operators reported collections of \$6,021.00 for the month of May 2014, as submitted by the County Engineer.*
 - C. Assessment Change Report for the period of June 4th to July 1, 2014, as submitted by the Assessment Office.*
 - D. A list of individuals no longer employed and new hires for Northumberland County, as submitted by the Human Resources Department.*
 - E. A Single Audit of the North Central Highway Safety Network, Inc. for the year ended December 31, 2013, as submitted by Jones & Company.*

13. A MOTION IS NEEDED AUTHORIZING A REFUND TO CINDY L. MORDAN IN THE AMOUNT OF \$502.80 FOR PARCEL #021-00-010-066-B, DUE TO AN ERROR OVERPAYMENT, AS SUBMITTED BY THE ASSESSMENT DEPARTMENT.

14. A MOTION IS NEEDED AUTHORIZING THE FOLLOWING SELECTION OF PROJECTS FOR THE FFY 2014 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AT THE RECOMMENDATION OF THE PLANNING DEPARTMENT IN CONJUNCTION WITH SEDA-COG:

- A. Zerbe Township Swartz Hill Road and First Street road reconstruction*
- B. Snyderstown Borough Fox Road reconstruction*
- C. Northumberland County removal of blighted properties*

15. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION BOARD VOUCHER FORM FOR TRANSFERS OF REAL ESTATE FOR THE MONTH OF JUNE, AS SUBMITTED BY THE ASSESSMENT DEPARTMENT.

16. A MOTION IS NEEDED TO ALLOCATE MONIES FROM THE ACT 137 AFFORDABLE HOUSING FUND TO THE NORTHUMBERLAND COUNTY HOUSING AUTHORITY FOR THE FOLLOWING PROJECTS AS SUBMITTED BY THE PLANNING DEPARTMENT:

- A. Allocation #1 will be utilized to pursue an in fill housing project in Northumberland County contingent upon the award of at least \$400,000 in outside funding with the allocation not to exceed \$100,000.*
- B. Allocation #2 will be utilized to continue with property demolition and acquisitions working in conjunction with several municipalities and will be for \$30,000.*

17. A MOTION IS NEEDED AUTHORIZING THE SELLING OF THE 2014 JUDICIAL SALE UNSOLD PROPERTIES AT THE REPOSITORY SALE.

18. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO ADOPT THE UPDATED INFORMATION TECHNOLOGY SECURITY POLICY FOR ALL COUNTY DEPARTMENTS.

19. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE MONTHLY FISCAL STATUS REPORTS FOR THE LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP STANDARD) AND THE DEPARTMENT OF ENERGY PROGRAM (DOE) FOR THE MONTH OF JUNE, AS SUBMITTED BY THE WEATHERIZATION DEPARTMENT.

20. 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) July 23-24 - July Quarterly Meeting
(State College)
- B. Elections:**
 (2) August 18-21 - WPEA Conference
(Erie)
- C. Juvenile Court:**
 (1) July 31-Aug. 1 - PA Chiefs Council Executive Meetings
(Bethlehem)

21. A MOTION IS NEEDED TO ADOPT THE FOLLOWING HONORARY LETTERS:

- A. Wedding Anniversaries:**
 1. *Mr. & Mrs. Harlan Marks, Milton - 65th Wedding Anniversary*
 2. *Mr. & Mrs. Carl Phillips, Watsontown – 75th Wedding Anniversary*

22. SOLICITOR'S REPORT:

- A.** Motion to adopt *Resolution R#59-14* as presented by the Solicitor (*Lease Agreement between the Northumberland County Commissioners and Experience Works, Inc, for office space at the Northumberland County Career and Arts Center, located at 2 East Arch Street, Shamokin*).
- B.** Motion to adopt *Resolution R#60-14* as presented by the Solicitor (*Lease Agreement between the Northumberland County Commissioners and Central Susquehanna Intermediate Unit (CSIU) for office space at the Northumberland County Career and Arts Center, located at 2 East Arch Street, Shamokin*).
- C.** Motion to adopt *Resolution R#61-14* as presented by the Solicitor (*Contractual Consent of Landowner Agreement between the County of Northumberland and B & M Coal whereby said company agrees to restore and remediate County lands to pre-mining condition*).
- D.** Motion to adopt *Resolution R#62-14* as presented by the Solicitor (*Amendment #2 to the Operating Agreement between the Northumberland County Board of Commissioners, on behalf of the Northumberland County Prison and Aramark Correctional Services, LLC for food service*).

- E. Motion to adopt **Resolution R#63-14** as presented by the Solicitor (*(Sub-recipient Agreement between the Northumberland County Board of Commissioners and Mount Carmel Township for the 2012 Community Services Block Grant Program for a project in the Village of Strong)*).
- F. Motion to adopt **Resolution R#64-14** as presented by the Solicitor (*(Resolution of the Northumberland County Board of Commissioners, naming Patrick A. Mack, as the Project Director and authorizing him to submit grant applications and funding for the following grants: District 3-0 Community Traffic Safety Project and the North Central Regional Sobriety Checkpoint Project)*).
- G. Motion to adopt **Resolution R#65-14** as presented by the Solicitor (*(Sub-recipient Agreement between the Northumberland County Board of Commissioners on behalf of the Planning Department and the Mount Carmel Township Supervisors for the 2011 Community Services Block Grant Program in the amount of \$67,000 for removal of blighted structures on Girard Street in Atlas)*).
- H. Motion to adopt **Resolution R#66-14** as presented by the Solicitor (*(Resolution authorizing the Solicitor to commence action in the Court of common Pleas, including the expenditure of necessary expenses, to close Bridge #78 crossing Schwaben Creek in Upper Mahanoy Township, based upon the recommendation of the County Engineer)*).
- I. Motion to adopt **Resolution R#67-14** as presented by the Solicitor (*(Resolution of the Northumberland County Commissioners, on behalf of the Tax Claims Bureau for exoneration of taxes)*).
- J. Motion to adopt **Resolution R#68-14** as presented by the Solicitor (*(Commissioners – Budget Amendments as listed)*):

<u>No.</u>	<u>Department</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	<u>Effect on Budget</u>
077-14	Adult Svcs.	\$ 3,786	\$ 3,786	0	+\$ 3,786
078-14	Planning	\$ 1,000	\$ 1,000	0	+\$ 1,000
088-14	Adult Prob. (Drug Court)	\$88,200	\$88,200	0	+\$75,000

- K. Motion to adopt **Resolution R#69-14** as presented by the Solicitor (*(Agreements, Amendments, Revisions, Grants, Leases and Reports between the Northumberland County Commissioners, on behalf of Human, Senior and Social Services and the following service providers as listed)*):
 - 1. *Contract for the Provision of Professional Legal Services between Northumberland County Area Agency on Aging and Robert K. Varano, Esquire.*

2. *Contract for the Provision of Professional Legal Services Under Protective Services between Northumberland County Area Agency on Aging and Attorney Frank W. Garrigan.*
3. *Contract for the Provision of Professional Legal Services between Northumberland County Area Agency on Aging and Attorney Frank W. Garrigan.*
4. *Lease Agreement between the Northumberland County Housing Authority and Northumberland County Area Agency on Aging (Milton Senior Action Center).*
5. *Purchase of Service Agreement between Northumberland County Area Agency on Aging and Carl V. Romanski.*
6. *Contract for the Provision of Greenhouse Management between Northumberland County Area Agency on Aging and Barbara Cotner (Caretaker and Maintenance).*
7. *Contract for the Provision of In-Home Community Services to include Personal Care between Northumberland County Area Agency on Aging and County Homemakers, Incorporated d/b/a Northumberland County Homemakers.*
8. *Contract for the Provision of Services between Northumberland County Area Agency on Aging and Union-Snyder Agency on Aging, Inc. on behalf of the Foster Grandparent Program of Pennsylvania.*
9. *Contract for the Provision of Adult Day Services between Northumberland County Area Agency on Aging and VNA Health System (dba) VNA Caring Center.*
10. *Contract for the Provision of Consultant for the Pre-Admission Assessment Program and Protective Services Program between Northumberland County Area Agency on Aging and Peter McNeil, M.D.*
11. *Contract for the Provision of Custodial Care (Sunbury Senior Action Center) between Northumberland County Area Agency on Aging and Judy Heffner.*
12. *Contract for the Provision of Custodial Care (Lower Northumberland County Senior Action Center) between Northumberland County Area Agency on Aging and Rita M. Dobson.*
13. *Contract for the Provision of Custodial Care (Mt. Carmel and Shamokin Senior Action Centers) between Northumberland County Area Agency on Aging and Norman Lukoskie.*
14. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and WATWO, Inc. d/b/a/ Family Home Medical Support Services, Inc.*
15. *Contract for the Provision of In-Home Community Services to Include Skilled Nursing Care between Northumberland County Area Agency on Aging and WAONE, Inc. d/b/a/ Family Home Medical, Inc.*

16. *Contract for the Provision of In-Home Community Services to Include Personal Care Medication Setup between Northumberland County Area Agency on Aging and VNA Private Duty, Inc.*
17. *Contract for the Provision of In-Home Community Services to Include Personal Care Medication Setup between Northumberland County Area Agency on Aging and Susquehanna Valley Home Health Care, LLC.*
18. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and Helpmates, INC.*
19. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and Arcturus Home Care, LLC.*
20. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and Focus Health, LLC.*
21. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and Delauter, Inc. d/b/a Home Instead Senior Care.*
22. *Contract Agreement between Northumberland County Commissioners on behalf of Northumberland County Children & Youth Services and MLC Properties I, LLC.*
23. *Purchase of Service Agreement between Northumberland County Children and Youth Services and KIDSPEACE NATIONAL CENTERS, INC.*
24. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services (D&A) and Psychological Services.*
25. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services (D&A) and Gaudenzia at Sunbury.*
26. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services (D&A) and Psychological Services Clinic.*
27. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services (D&A) and Gaudenzia, Inc.*
28. *Agreement for Funding between Northumberland County Behavioral Health and Intellectual/Developmental Services and Haven Ministries, Inc.*
29. *Letter of Agreement for Services between Northumberland County Behavioral Health and Intellectual/Developmental Services and Parent to Parent Connections, Inc. (SOC Initiative).*
30. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and York County Transportation Authority (Rabbittransit).*

31. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Area Services, Inc (Emergency Transportation).*
32. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Community Services Group (CSG Base Funded MH).*
33. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Northumberland County Organizational Resources for Community Outreach (NORCO) (7/1/13-6/30/14).*
34. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Northumberland County Organizational Resources for Community Outreach (NORCO).*
35. *Ratify: Northumberland County Human Services Plan Fiscal Year 2014/2015.*
36. *Memorandum of Understanding between Haven Ministry, Inc. and Northumberland County Area Agency on Aging.*
37. *Contract for the Provision of Custodial Care (Northumberland Senior Action Center) between Northumberland County Area Agency on Aging and Betty L. Kessler.*
38. *Contract for the Provision of In-Home Community Services to Include Personal Care between Northumberland County Area Agency on Aging and Warm Hearts Home Care Agency, Inc.*
39. *Contract for the Provision of Consultant Services between Northumberland County Area Agency on Aging and Gurdial N. Singh, M.D.*
40. *Contract for the Provision of Congregate and Home Delivered Meals between Northumberland County Area Agency on Aging and Frey's Commissary, Inc.*

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 #2 and #3. Frank W. Garrigan, Esquire, is a current employee of Northumberland County.

23. OLD BUSINESS.

24. NEW BUSINESS

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

25. MOTION TO ADJOURN.