

# **NORTHUMBERLAND COUNTY COMMISSIONERS**

## **PUBLIC MEETING AGENDA**

**TUESDAY, OCTOBER 4, 2016**

**1:00 PM**

- 1. CALL TO ORDER.**
- 2. CITIZENS' INPUT – AGENDA ITEMS ONLY.**
- 3. MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE COMMISSIONERS' PUBLIC MEETING MINUTES OF TUESDAY, SEPTEMBER 6, 2016.**
- 4. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE HUMAN RESOURCE OFFICE FOR PAYROLL NO. 18 IN THE AMOUNT OF \$647,568.03 AND PAYROLL NO. 19 IN THE AMOUNT OF \$697,577.44.**
- 5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$7,315,935.19 FROM AUGUST 27, 2016 TO SEPTEMBER 30, 2016.**
- 6. ANNOUNCEMENTS:**
  - A. A Work Session will be held on Tuesday, October 18, 2016 beginning at 10:00 A.M. in the Commissioners' Conference Room.*
  - B. The next regular Public Meeting will be held on Tuesday, November 1, 2016 at 1:00 P.M. at the Administration Center, 399 Stadium Drive, Sunbury, PA.*
  - C. The Northumberland County Courthouse, Administration Center and related County facilities will be closed on Monday, October 10<sup>th</sup> in observance of the Columbus Day Holiday.*

- D. Northumberland County is a participant in the Monarch Red Carpet Program. This is a campaign to re-establish habitat and population of the monarch butterfly. They have started with 25 plants in front of the Administration building, with more planting to be done next spring.*
- 7. A MOTION IS NEEDED FOR THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION VOUCHER FORM FOR TRANSFERS OF REAL ESTATE FOR THE MONTH OF AUGUST 2016, AS SUBMITTED BY THE ASSESSMENT OFFICE.**
- 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 20.**
- 9. A MOTION IS NEEDED TO ADOPT AN INVESTMENT POLICY, PURSUANT TO R#90-16, A BROKERAGE ACCOUNT WITH M&T BANK, AS REQUESTED BY COUNTY TREASURER KEVIN P. GILROY.**
- 10. A MOTION IS NEEDED TO APPOINT CHUCK BECK TO THE NORTHUMBERLAND COUNTY AUTHORITY, PA TO FILL THE UNEXPIRED TERM OF VINNY CLAUSI, WHO RESIGNED JUNE 1, 2016.**
- 11. A MOTION IS NEEDED TO APPOINT GARY TRUCKENMILLER TO ANOTHER FOUR YEAR TERM AS FARMER DIRECTOR ON THE NORTHUMBERLAND COUNTY CONSERVATION DISTRICT, BEGINNING JANUARY 1, 2017.**
- 12. A MOTION IS NEEDED AUTHORIZING PERMISSION TO ADVERTISE FOR THE FOLLOWING:**
- A. Bid request for supply and delivery of heating oil for various County buildings, on behalf of the County Engineer. (Ratification)*
  - B. Requests for Proposals for cleaning services for the Northumberland County Human Services Complex, Buildings A, B and C, Administration Center and Career Center. (Ratification)*
  - C. Statements of Interest for Bridge Inspections for Northumberland County Bridges.*

- 13. RECOGNIZE THE CONTROLLER FOR THE BID OPENINGS OF THE SUPPLY AND DELIVERY OF HOME HEATING OIL FOR COUNTY BUILDINGS THAT WERE OPENED THIS MORNING AT 10:30 A.M. IN THE ADMINISTRATION CENTER.**
  
- 14. A MOTION IS NEEDED TO AWARD THE BID FOR SUPPLY AND DELIVERY OF HOME HEATING OIL TO COUNTY BUILDINGS TO SUPERIOR PLUS ENERGY SERVICES AT A COST OF \$.1750 PER GALLON HANDLING CHARGE, AS RECOMMENDED BY CHIEF CLERK MARYROSE B. MCCARTHY.**
  
- 15. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY, VICTIM WITNESS GRANT APPLICATION, FOR PROJECT PERIOD JANUARY 1, 2017 TO DECEMBER 31, 2018, AS SUBMITTED BY THE DISTRICT ATTORNEY'S OFFICE.**
  
- 16. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE SUBGRANT APPLICATION FROM THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY (PCCD) IN THE AMOUNT OF \$60,972.00 FOR THE 'VICTIMS OF JUVENILE OFFENDERS PROGRAM' FOR PROJECT PERIOD JANUARY 1, 2017 TO DECEMBER 31, 2018, AS SUBMITTED BY JUVENILE PROBATION.**
  
- 17. A MOTION IS NEEDED TO AWARD THE BID FOR PAVING AT THE NORTHUMBERLAND COUNTY CAREER CENTER, TO PAVE-IT, INC., AT THEIR LOWEST QUALIFIED QUOTE OF \$5,500.00.**
  
- 18. A MOTION IS NEEDED TO AUTHORIZE TAX CLAIMS BUREAU TO CONDUCT A PRIVATE SALE OF REAL ESTATE, LOCATED AT 47 NORTH SHERIDAN STREET, COAL TOWNSHIP, TO BE SOLD TO ROBERTA MCWILLIAMS FOR \$1,101.54, CONTINGENT UPON APPROVAL OF TAXING BODIES WHEREIN THE PROPERTY IS LOCATED.**
  
- 19. A MOTION IS NEEDED TO AUTHORIZE THE CHAIRMAN TO SIGN THE BUDGET MODIFICATION CERTIFICATION MODIFYING THE FFY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.**

20. **A MOTION IS NEEDED TO AUTHORIZE THE CHAIRMAN TO SIGN THE BUDGET REVISION CERTIFICATION MODIFYING THE FFY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR DELAWARE TOWNSHIP.**
  
21. **A MOTION IS NEEDED TO AUTHORIZE THE CHAIRMAN TO SIGN THE BUDGET REVISION CERTIFICATION MODIFYING THE FFY 2014 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.**
  
22. **A MOTION IS NEEDED TO AUTHORIZE THE CHAIRMAN TO SIGN THE BUDGET MODIFICATION CERTIFICATION MODIFYING THE FFY 2013 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.**
  
23. **A MOTION IS NEEDED TO RATIFY THE TEAMSTER'S PROFESSIONAL'S COLLECTIVE BARGAINING AGREEMENT, AS REQUESTED BY HUMAN RESOURCE DIRECTOR JOSEPH PICARELLI.**
  
24. **A MOTION IS NEEDED TO APPROVE THE FOLLOWING REPORTS:**
  - A. *Coal Royalty Report: 3 operators reported collections of \$3,549.41 for the month of August, 2016.*
  
  - B. *Tax Claims reported a total of \$487,045.91 was collected in taxes for the period of September 1, 2016 through September 30, 2016.*
  
  - C. *Monthly Fiscal Status Reports for August, 2016, as submitted by the Weatherization Department:*
    1. *The Low Income Home Energy Assistance Program (LIHEAP) Standard Report.*
    2. *The Low Income Home Energy Assistance Program (LIHEAP) Cumulative Report.*
    3. *The Department of Energy (DOE) Report.*
  
25. **A MOTION IS NEEDED TO APPROVE THE FOLLOWING HONORARY LETTERS:**
  - A. **Wedding Anniversaries:**
    1. *Mr. and Mrs. Barbara and Kenneth Pizzoli, Atlas – 40<sup>th</sup> Wedding Anniversary*
    2. *Mr. and Mrs. Betty and Emerson Neidig, Sunbury – 60<sup>th</sup> Wedding Anniversary*

**B. Proclamation:**

1. *Mr. and Mrs. Dennis W. Felty, Harrisburg - Dedication to Keystone Human Services*

**C. Birthday:**

1. *Ms. Arlene Kratzer, Dalmatia - 100<sup>th</sup> Birthday Celebration*
2. *Ms. Marcella Kaselonis, Kulpmont – 103<sup>rd</sup> Birthday Celebration*

**26. 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. Adult Probation:**

- (1) September 29-30 (*Ratify*)
- (2) October 26-28

Forensic System and Treatment, Beaver, PA  
DUI Conference, Lancaster, PA

**B. Assessment:**

- (3) November 2-4

AAP 2016 Fall Conf., State College, PA

**C. BH/IDS:**

- (2) September 28-29 (*Ratify*)
- (2) October 17-18
- (1) November 1-3
- (3) November 3-4

Forensic System and Treatment, Beaver, PA  
Family Living Conf., Altoona, PA  
EI Fostering Leadership Skills, Poconos, PA  
Trauma Cognitive Therapy, State College, PA

**D. Children and Youth:**

- (3) October 26-27

PCYA June Mtg., State College, PA

**E. Finance:**

- (1) August 31 – Sept 1 (*Ratify*)

PA L&I BWDA Workshop, Harrisburg, PA

**F. Juvenile Probation:**

- (6) November 2-4

2016 PA Conf. Juv. Justice, Harrisburg, PA

**G. Planning:**

- (1) October 8-12

Industrial Mang. Council, Indianapolis, IN

**H. Public Safety:**

- (1) November 13-19

Emergency Responder Hazardous Materials  
Technician for CBRNE, Anniston, AL

**27. SOLICITOR'S REPORT:**

- A. MOTION TO ADOPT *Resolution R#94-16 (Renewal of Service Agreement between the Northumberland County Commissioners and Commonwealth Security of Sunbury for maintenance service to security systems at various county buildings).***
- B. MOTION TO ADOPT *Resolution R#95-16 (Professional Services Agreement between the Northumberland County Commissioners and Maximus Consulting Services, Inc., for calendar years 2015, 2016 and 2017, for the preparation of Cost Allocations at a total three year cost of \$24,900.00). (Ratification)***
- C. MOTION TO ADOPT *Resolution R#96-16 (Contract Agreement between the Board of Commissioners of Northumberland County and Rhonda Farley, on behalf of Children and Youth Services, for training and consulting services).***
- D. MOTION TO ADOPT *Resolution R#97-16 (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#98-16 (Lease Agreement between the Board of Commissioners of Northumberland County and Susquehanna Valley CASA, for office space located at 601 Pennsylvania Avenue, Sunbury). (Ratification)***
- F. MOTION TO ADOPT *Resolution R#99-16 (Master Service Agreement between the Northumberland County Board of Commissioners and GRAPHITE GRANTWORKS, to identify prospective funders for Northumberland County Human Services/Forensic Programs).***
- G. MOTION TO ADOPT *Resolution R#100-16 (Resolution for authorization for the Chairman of the Board of Commissioners to sign all forms for the FFY 2016 Community Development Block Grant Program Application).***
- H. MOTION TO ADOPT *Resolution R#101-16 (Resolution granting the Housing Authority Of Northumberland County FFY 2015 Community Development Block Grant Funding for infrastructure improvements).***

- I. MOTION TO ADOPT Resolution R#102-16 (Sub-grantee Agreement between the Northumberland County Commissioners and Delaware Township, on behalf of Department of Community and Economic Development, for use of FFY 2015 Community Development Block Grant Funding for road construction).**
- J. MOTION TO ADOPT Resolution R#103-16 (Agreement between the Northumberland County Commissioners, on behalf of the Weatherization Department, and the Northumberland County Controller's Office, to provide services to aid in the preparation and submission of financial and annual reports to the Commonwealth of Pennsylvania).**
- K. MOTION TO ADOPT Resolution R#104-16 (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>
073-16	Controller	\$ 12,072	-\$ 12,072	0	+\$ 6,036
074-16	Juv. Ct.	\$ 19,993	-\$ 19,993	0	+\$ 19,993
084-16	Juv. Ct.	\$286,068	-\$286,068	0	-\$ 52,412
080-16	Weatherization	\$ 88,552	-\$ 88,542	0	+\$ 88,542
081-16	Weatherization	\$ 72,742	-\$ 72,742	0	+\$ 69,547

- L. MOTION TO ADOPT Resolution R#105-16 (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. Contract for the Provision of Custodial/Cleaning Services (Mt. Carmel, Shamokin, and Trevorton Senior Action Centers) between Northumberland County Area Agency on Aging and Stellar Cleaning and Organizing Service, LLC.**
  - 2. Contract for the Provision of Personal Emergency Response Systems (PERS) between Northumberland County Area Agency on Aging and Automated Security Alert, Inc.**
  - 3. Ratify: Northumberland County Children and Youth Services Needs Based Plan Expenditure Report (FY 2016-17).**
  - 4. Purchase of Service Agreement between Northumberland County Children and Youth Services and George Junior Republic in Pennsylvania.**
  - 5. Purchase of Service Agreement between Northumberland County Children and Youth Services and The Devereux Foundation.**

6. *CWIS Data Sharing Agreement between the Pennsylvania Department of Human Services (DHS), Child Welfare Information Solution (CWIS) and Northumberland County Children and Youth Services (April 26, 2016).*
7. *CWIS Data Sharing Agreement between the Pennsylvania Department of Human Services (DHS), Child Welfare Information Solution (CWIS) and Northumberland County Children and Youth Services (10/1/17 – 9/30/18).*
8. *CWEL Agreement between Northumberland County Children and Youth Services and Leslie Ann Ward and the University of Pittsburgh – of the Commonwealth System of Higher Education.*
9. *Space Available Agreement between Northumberland County Juvenile Court Services and Central Counties Youth Center.*
10. *Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Parent to Parent Connections Inc.*
11. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Melissa Bohner (E.I. Services).*

*The above Agreement, 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 contract #8 Leslie Ann Ward is a current employee of Northumberland County.*

**28. OLD BUSINESS.**

**29. NEW BUSINESS.**

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

**30. MOTION TO ADJOURN.**