

# **NORTHUMBERLAND COUNTY COMMISSIONERS**

## **PUBLIC MEETING AGENDA**

*TUESDAY, MARCH 18, 2014*

*1:00 PM*

**1. CALL TO ORDER.**

**2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

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**\*\*\*EMPLOYEE OF THE MONTH FOR MARCH\*\*\***

**JEFFREY E. FETTERMAN, DIRECTOR**

**NORTHUMBERLAND COUNTY INFORMATION SERVICES**

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**3. CITIZENS' INPUT – AGENDA ITEMS ONLY**

**4. *Report by Financial Advisor for consideration of enactment of a Guaranty Ordinance authorizing and approving, inter alia: (1) the incurrence of lease rental debt in the maximum principal amount of \$250,000, pursuant to the Local Government Unit Debt Act (Debt Act); (2) the issuance of the County's guaranty (Guaranty) to the purchaser of the Northumberland County Anthracite Outdoor Adventure Area Authority's (Authority) Guaranteed Revenue Note (Note); (3) the pledge of the full faith, credit and taxing power of the County with respect to such Guaranty; (4) the execution and delivery of the Guaranty concurrent with the Authority's issuance of the Note; (5) the Project of the Authority as defined in the Authority's Debt Resolution in accordance with the Municipality Authorities Act; and (6) all other acts and actions by proper officers and officials of the County, the County solicitor and note counsel, necessary and proper in connection with the issuance of the Note and the execution and delivery of the County Guaranty.***

**5. *A motion is needed to adopt Ordinance #O-01-14 as presented by the Solicitor (Intent to adopt this ordinance was properly advertised according to law).***

**6. UPDATE ON BUDGET AND FINANCIAL CONDITION OF THE COUNTY.**

**7. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE FINANCE OFFICE FOR PAYROLL NO. 5 IN THE AMOUNT OF \$660,588.79 AND PAYROLL NO. 6 IN THE AMOUNT OF \$648,206.39.**

**8. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$12,415,011.56 FROM FEBRUARY 22, TO MARCH 14, 2014.**

**9. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE MINUTES OF THE COMMISSIONERS' PUBLIC MEETING HELD ON FEBRUARY 25, 2014.**

**10. CORRESPONDENCE:**

*A. At the request of Angela Bastian-Witter, Children & Youth, and in cooperation with the Janet Weis Children's Hospital Think Big Pediatric Cancer Fund, a dress down day will be held on Friday, March 28, 2014.*

*B. At the request of Gaye Thomas, Domestic Relations, and in cooperation with the Geisinger Children's Miracle Network, a dress down day will be held on Friday, April 11, 2014.*

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

*A. Request for bids for leasing of two tracts of farmland located in Northumberland County, as submitted by the County Engineer.*

**12. RECOGNIZE THE CONTROLLER FOR A REPORT ON THE FOLLOWING REQUEST FOR PROPOSALS OPENING:**

*A. Northumberland County Cleaning Services for the Administration Building, Courthouse and the Career Center, which were opened this morning at 10:30 A.M.*

**13. A MOTION IS NEEDED TO ACCEPT THE BIDS FOR TABULATION AND REVIEW WITH A DECISION TO BE MADE ON AWARDING OR REJECTING THEM AT A FUTURE PUBLIC MEETING.**

- 14. 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 FEBRUARY 2014, AS SUBMITTED BY THE ASSESSMENT OFFICE.**
- 15. A MOTION IS NEEDED AUTHORIZING THE COMMISSIONERS TO SIGN THE ANNOUNCEMENT LETTER TO MUNICIPAL OFFICIALS FOR THE FISCAL YEAR 2014 NORTHUMBERLAND COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM. *(Ratification)***
- 16. A MOTION IS NEEDED AUTHORIZING THE CHAIRMAN OR HIS DESIGNEE TO SIGN THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT CDBG FLAGGED ACTIVITIES REPORTING SCHEDULE FOR CONTRACT NO. C00005208, AS SUBMITTED BY THE PLANNING DEPARTMENT. *(Ratification)***
- 17. A MOTION IS NEEDED AUTHORIZING THE TAX CLAIMS BUREAU TO CONDUCT A PRIVATE SALE OF REAL ESTATE FOR THE FOLLOWING PROPERTY WITH ALL SALES CONTINGENT UPON APPROVAL OF TAXING BODIES WHEREIN PROPERTY IS LOCATED:**
- A. Parcel #006-02-003-289 located at 23 S. Spruce Street, Mount Carmel*
- 18. A MOTION IS NEEDED ACKNOWLEDGING RECEIPT OF THE FOLLOWING REPORTS:**
- A. Tax Claims Bureau reported a total of \$1,111,488.04 collected in taxes for the period February 24, 2014 to March 16, 2014, as submitted by the Tax Claims Bureau.*
- B. Assessment Change Report for the period of February 5, 2014 to March 3, 2014.*
- C. Coal Royalty Report: Four operators reported collections of \$9,055.30 for the month of January 2014, as submitted by the County Engineer.*
- D. A list of individuals no longer employed and new hires for Northumberland County, as submitted by the Human Resources Department.*
- E. Commonwealth of Pennsylvania, Department of Community and Economic Development Annual Report of Municipal Authorities 2013 for the Northumberland County Anthracite Outdoor Adventure Area Authority.*
- F. Monthly Fiscal Status Report for the Department of Energy, LIHEAP Crisis for the month of February 2014, as submitted by the Weatherization Department.*

**19. 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) May 7-9 - MARATSA Conference  
*(Rehoboth Beach, DE)*
- B. Area Agency on Aging:**  
 (5) April 1-3 - PA Ombudsman & Protective  
 Services Annual Conference  
*(Grantville)*
- C. BH/IDS:**  
 (4) April 8-10 - TR450 Intro to Intensive Case  
 Management/Resource Coordination  
*(Bethlehem)*
- D. District Attorney:**  
 (1) March 10-14 *(Ratify)* - ChildFirst PA Forensic  
 Interview and Court  
 Preparation Training *(Hershey)*  
 (1) May 12-14 - A Collaborative Approach to  
 Infant and Child Death Scene  
 Investigations *(Pocono Manor)*
- E. Juvenile Court:**  
 (2) April 8-9 - Juvenile Aftercare  
*(Mechanicsburg)*  
 (2) April 9-10 - Solutions to Underage and Dangerous  
 Drinking *(New Cumberland)*  
 (6) May 15-16 - Adolescent Development  
*(State College)*  
 (4) June 12-13 - GANGS  
*(State College)*
- F. Veterans Affairs:**  
 (1) June 15-20 - PA State Association of County  
 Directors of Veterans Affairs  
 Conference *(Wilkes-Barre)*

**20. A MOTION IS NEEDED TO ADOPT THE FOLLOWING HONORARY LETTERS AND LETTER OF CONDOLENCE:**

- A. Wedding Anniversaries:**  
 1. *Mr. & Mrs. Duane Blakeney, Turbotville – 50<sup>th</sup> Wedding Anniversary*  
 2. *Mr. & Mrs. Marshall Scicchitano, Jr., Kulpmont – 50<sup>th</sup> Wedding Anniversary*
- B. Letter of Condolence:**  
 1. *To the family of Michael J. Romance, who passed away on Sunday, March 2, 2014. Mike, an attorney, was previously employed as a Northumberland County Public Defender.*  
 2. *To the family of Robert F. Jones, a former Northumberland County Commissioner, who passed away on Wednesday, March 12, 2014.*

**21. SOLICITOR’S REPORT:**

- A. Motion to adopt *Resolution R#17-14* as presented by the Solicitor (*Professional Services Agreement between the Northumberland County Board of Commissioners and SimplexGrinnell, LP for the upgrading of the fire alarm system at the County Courthouse*). (Ratification)
- B. Motion to adopt *Resolution R#18-14* as presented by the Solicitor (*Professional Services Agreement between the Board of Commissioners and SimplexGrinnell, LP for the testing and inspection of the fire alarm system at the County Administration Center*).
- C. Motion to adopt *Resolution R#19-14* as presented by the Solicitor (*Professional Services Agreement between the County of Northumberland and Port Elevator, Inc. for the maintenance of the elevators at the Courthouse, Administration Center and the Courthouse Annex*).
- D. Motion to adopt *Resolution R#20-14* as presented by the Solicitor (*Commissioners – Budget Amendment as listed*):

<u>No.</u>	<u>Department</u>	<u>No. of Items</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>	<u>Effect on Budget</u>
006-14	Prothonotary	3	\$15,000	\$15,000	0	+\$15,000

- E. Motion to adopt *Resolution R#21-14* 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 Janitorial Services between Northumberland County Area Agency on Aging and Suncom Industries.*
- 2. *Ratify: Northumberland County BH/IDS Pennsylvania System of Care Partnership (Partner County Letter of Agreement).*

*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.*

**22. OLD BUSINESS.**

**23. NEW BUSINESS.**

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

**24. MOTION TO ADJOURN.**