

NORTHUMBERLAND COUNTY COMMISSIONERS

PUBLIC MEETING AGENDA

TUESDAY, DECEMBER 1, 2015

1:00 PM

1. CALL TO ORDER.

2. CITIZENS' INPUT – AGENDA ITEMS ONLY

3. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE MINUTES OF THE COMMISSIONERS' PUBLIC MEETING HELD ON TUESDAY, NOVEMBER 10, 2015.

4. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE FINANCE OFFICE FOR PAYROLL NO. 24 IN THE AMOUNT OF \$673,560.55.

5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$2,482,464.92 FROM NOVEMBER 7TH TO NOVEMBER 24TH, 2015.

6. A MOTION IS NEEDED AUTHORIZING PAYMENT OF APPROXIMATELY \$475,616.64 TO RETIREES FOR HEALTH AND WELFARE BENEFITS FOR THE YEAR 2015, AS SUBMITTED BY THE CONTROLLER'S OFFICE.

7. ANNOUNCEMENTS:
 - A. *The Courthouse, Administration Center, Human Services Complex and related County Facilities will be closed on Friday, December 25th, 2015 in observance of the Christmas Day Holiday and Friday, January 1st, 2016 in observance of the New Year's Day Holiday.*

 - B. *The next regularly scheduled meeting of the Board of Commissioners will be held on Tuesday, December 22, 2015.*

C. *A Dress Down Day will be held on Friday, December 18th to benefit the “Toys for Tots” as requested by Joe Picarelli.*

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

A. *2016 Meeting dates for Commissioners Public Meetings, Election Board, Retirement Board Prison Board and Work Sessions. All Salary Board Meetings will be on an as-needed basis and will be advertised accordingly.*

B. *Per the County Code, a re-organizational meeting of the Northumberland County Salary Board will be held on Monday, January 4, 2016 beginning at 3:00 P.M. in the Northumberland County Administration Center Public Meeting Room, 399 Stadium Drive, Sunbury, PA.*

C. *Legal Notice of the 2016 Public Meeting Schedule for the Local Emergency Planning Commission (LEPC), on behalf of the Department of Public Safety.*

D. *2016 Meeting dates for the Northumberland County Planning Commission and the 2016 Meeting dates for the Northumberland County Industrial Development Authority.*

E. *An Ordinance for the creation of a Northumberland County Land Bank Authority.*

9. A MOTION IS NEEDED TO ADOPT THE 2016 HOLIDAY SCHEDULE:

<i>New Year’s Day</i>	<i>Friday, January 1st</i>
<i>Martin Luther King’s Birthday</i>	<i>Monday, January 18th</i>
<i>Presidents’ Day</i>	<i>Monday, February 15th</i>
<i>Good Friday</i>	<i>Friday, March 25th</i>
<i>Memorial Day</i>	<i>Monday, May 30th</i>
<i>Flag Day</i>	<i>Tuesday, June 14th</i>
<i>Independence Day</i>	<i>Monday, July 4th</i>
<i>Labor Day</i>	<i>Monday, September 5th</i>
<i>Columbus Day</i>	<i>Monday, October 10th</i>
<i>Election Day</i>	<i>Tuesday, November 8th</i>
<i>Veterans Day</i>	<i>Friday, November 11th</i>
<i>Thanksgiving Day</i>	<i>Thursday, November 24th</i>
<i>Thanksgiving Day After</i>	<i>Friday, November 25th</i>
<i>Christmas Day</i>	<i>Monday, December 26th</i>

10. A MOTION IS NEEDED TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE COUNTY OF NORTHUMBERLAND AND THE SEIU PSSU LOCAL 668 FOR THE PERIOD OF JULY 1, 2014 TO JUNE 30, 2017, AS SUBMITTED BY THE HUMAN RESOURCES DEPARTMENT.

- 11. A MOTION IS NEEDED TO APPOINT CARMINE PICARELLI TO ACTING BH/IDS ADMINISTRATOR EFFECTIVE DECEMBER 31, 2015.**

- 12. A MOTION IS NEEDED TO AUTHORIZE THE CHANGING OF THE DATE OF THE PAYROLL SCHEDULED TO BE DISTRIBUTED ON FRIDAY, JANUARY 1, 2016 TO THURSDAY, DECEMBER 31, 2015 BECAUSE OF THE JANUARY 1, 2016 HOLIDAY, AS RECOMMENDED BY THE COUNTY CONTROLLER.**

- 13. A MOTION IS NEEDED TO RE-APPOINT THE FOLLOWING TO THE AGRICULTURAL LAND PRESERVATION BOARD:**
 - A. Ms. Mary Crone, as farmer director, for a three year term beginning January 1, 2016 and ending December 31, 2018.*

 - B. Mr. William Geise, as farmer director, for a three year term beginning January 1, 2016 and ending December 31, 2018.*

 - C. Mr. William Geise, as Chairman, for a term of one year beginning January 1, 2016 and ending December 31, 2016.*

- 14. A MOTION IS NEEDED TO RE-APPOINT MR. EDWARD GRIFFITHS TO THE AUTHORITY, NORTHUMBERLAND COUNTY, PA FOR A FIVE YEAR TERM BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2020.**

- 15. A MOTION IS NEEDED TO RE-APPOINT THE FOLLOWING TO THE CONSERVATION DISTRICT BOARD:**
 - A. Commissioner Richard J. Shoch as the Commissioner Representative to a one year term beginning January 1, 2016 and ending December 31, 2016.*

 - B. Mr. Leon Wertz as the Farmer Director to a four year term beginning January 1, 2016 and ending December 31, 2019.*

 - C. Mr. Michael Hubler as the Public Director to a four year term beginning January 1, 2016 and ending December 31, 2019.*

- 16. A MOTION IS NEEDED TO RE-APPOINT MR. JIM BACKES TO THE ANTHRACITE OUTDOOR ADVENTURE AREA AUTHORITY FOR A THREE YEAR TERM BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2018.**

- 17. A MOTION IS NEEDED TO RE-APPOINT THE FOLLOWING TO THE NORTHUMBERLAND COUNTY PLANNING COMMISSION:**
- A. Mr. James Eister for a four year term beginning January 1, 2016 and ending December 31, 2019.*
 - B. Mr. Edward Christiano for a four year term beginning January 1, 2016 and ending December 31, 2019.*
 - C. Mr. Michael Brinkash for a three year term beginning January 1, 2016 and ending December 31, 2018.*
 - D. Mr. Anthony Fiorenza for a two year term beginning January 1, 2016 and ending December 31, 2017.*
- 18. A MOTION IS NEEDED TO APPOINT MR. CRAIG FETTERMAN TO THE NORTHUMBERLAND COUNTY HOUSING AUTHORITY FOR A FIVE YEAR TERM BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2020.**
- 19. A MOTION IS NEEDED AUTHORIZING THE CHAIRMAN TO SIGN THE BUDGET MODIFICATION CERTIFICATION FOR THE FEDERAL FISCAL YEAR 2013 COMMUNITY DEVELOPMENT BLOCK GRANT CONTRACT NUMBER C000057655, AS SUBMITTED BY THE PLANNING DEPARTMENT.**
- 20. A MOTION IS NEEDED TO APPROVE THE PURCHASE OF A COPYSTAR CS 2551CI COLOR COPIER AT A COST OF \$4495.00 FROM CSP OFFICE EQUIPMENT FOR THE NORTHUMBERLAND COUNTY IT DEPARTMENT.**
- 21. A MOTION IS NEEDED AUTHORIZING THE PURCHASE OF THREE FORD EXPLORERS FROM SUNBURY MOTORS AT A TOTAL COST OF \$86,091.00 FOR THE ADULT PROBATION DEPARTMENT THROUGH THE COSTARS PROGRAM.**
- 22. A MOTION IS NEEDED TO APPROVE THE LIST OF INDIVIDUALS NO LONGER EMPLOYED AND NEW HIRES FOR NORTHUMBERLAND COUNTY, AS SUBMITTED BY THE HUMAN RESOURCES DEPARTMENT.**
- 23. A MOTION IS NEEDED TO CLOSE ALL COUNTY OFFICES THAT ARE NOT MANDATED AT 1:00 PM ON CHRISTMAS EVE AND NEWS YEARS EVE.**

24. A MOTION IS NEEDED ACKNOWLEDGING RECEIPT OF THE FOLLOWING REPORTS:

- A. *Tax Claims Bureau reported a total of \$223,283.59 collected in taxes for the period November 1st through November 25th, as submitted by the Tax Claims Bureau.*
- B. *Susquehanna River Valley Visitors Bureau Financial Statements for the year ended June 30, 2015 and the Independent Auditors Report, as submitted by Brewer & Company, LLC.*

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. **Public Defender:**
 (1) December 3-4 - Capital Cases/DUI Mandatory CLE
 (King of Prussia)
- B. **Public Safety:**
 (1) January 24-30 - Emergency Responder Hazardous
 Materials Technician for CBRNE
 Incidents (Anniston, AL)
 (1) January 26-27 - G-271 Hazardous Weather and
 Flood Preparedness (Wilkes-Barre)

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

- A. **Letter of Condolence:**
 1. *To the Family of Larry Saleski, who passed away on Monday, November 23, 2015. Larry was employed as a Security Guard at the Northumberland County Courthouse.*
- B. **Wedding Anniversaries:**
 1. *Mr. & Mrs. Bill Reader, Rush Township, 50th Wedding Anniversary*
 2. *Mr. & Mrs. Donald Steese, Northumberland, 50th Wedding Anniversary*

27. A MOTION IS NEEDED TO APPROVE THE 2016 PROPOSED BUDGET FOR NORTHUMBERLAND COUNTY (GENERAL FUND AND ALL FUNDS) AND ADVERTISE IT ACCORDING TO LAW. (The proposed budget will be advertised and made available for public inspection for 20 days, in compliance with the County Code, with the intent to adopt the final budget at a future public meeting of the Northumberland County Commissioners).

28. SOLICITOR'S REPORT:

- A. Motion to adopt *Resolution R#130-15* as presented by the Solicitor (*Amendment #1 to the Subgrantee Agreement with Marion Heights Borough for the Pennsylvania Department of Community and Economic Development FFY 2012 Community Development Block Grant Program decreasing the amount of funding, as submitted by the Planning Department*).
- B. Motion to adopt *Resolution R#131-15* as presented by the Solicitor (*Agreement between the Northumberland County Board of Commissioners, on behalf of the Planning Department and Zerbe Township granting a total of \$135,009.00 from the Federal Fiscal Year 2014 Community Development Block Grant funding for road work*).
- C. Motion to adopt *Resolution R#132-15* as presented by the Solicitor (*Subgrantee Agreement between the Board of Commissioners, on behalf of the Planning Department and Mount Carmel Township contract #C000061159 granting a total of \$50,000 from the Federal Fiscal Year 2014 Community Development Block Grant funding for the demolition of a blighted structure located in Atlas*).
- D. Motion to adopt *Resolution R#133-15* as presented by the Solicitor (*Amendment #3 to the Professional and Administrative Agreement with the SEDA-Council of Governments relative to the PA DCED FFY 2013 Community Development Block Grant Contract #C000057655*).
- E. Motion to adopt *Resolution R#134-15* as presented by the Solicitor (*Subgrantee Agreement between the Board of Commissioners, on behalf of the Planning Department and Marion Heights Borough contract #C000061159, granting a total of \$5,265.51 from the Federal Fiscal Year 2014 Community Development Block Grant funding for the demolition of a blighted structure located in Marion Heights*).
- F. Motion to adopt *Resolution R#135-15* as presented by the Solicitor (*Amendment #1 to the Professional and Administrative Agreement with the SEDA-Council of Governments relative to the PA DCED FFY 2014 Community Development Block Grant Contract #C000061159*).
- G. Motion to adopt *Resolution R#136-14* as presented by the Solicitor (*Application to Encumber Liquid Fuels Tax Funds between the Northumberland County Board of Commissioners, on behalf of the Northumberland County Engineer, and the Pennsylvania Department of Transportation for the replacement of Northumberland County Bridge No. 100 located on T-355 over Mouse Creek in Jackson Township*).

- H. Motion to adopt *Resolution R#137-15* as presented by the Solicitor (*Maintenance and Service Agreement between the Northumberland County Commissioners, on behalf of the Northumberland County District Attorney’s Office, and the Pennsylvania Commission on Crime and Delinquency, The Pennsylvania District Attorney’s Institute for the Statewide Automated Victim Information and Notification (SAVIN) systems which will enhance existing victims’ service efforts by creating and implementing an automated system of notification that will be available to victims 24/7*).

- I. Motion to adopt *Resolution R#138-15* as presented by the Solicitor (*Purchase of Service Agreement between the Northumberland County Commissioners, on behalf of the Northumberland County Court of Common Pleas, and John Muncer, Esquire for utilizing services as the Judicial Law Clerk for Judge-elect Hugh A. Jones*).

- J. Motion to adopt *Resolution R#139-15* as presented by the Solicitor (*Tower Site Agreement between the Board of Commissioners, on behalf of the Department of Public Safety, and CCATT LLC, for the leasing of the Herndon tower site for the ongoing radio project*).

- K. Motion to adopt *Resolution R#140-15* as presented by the Solicitor (*Tower Site Agreement between the Board of Commissioners, on behalf of the Department of Public Safety, and CCATT LLC, for the leasing of the Pillow tower site for the ongoing radio project*).

- L. Motion to adopt *Resolution R#141-15* as presented by the Solicitor (*Purchase of Service Agreement between the Northumberland County Commissioners, on behalf of the Engineer’s Office, and Charles Hopta, Jr. for utilizing services as the County Engineer*).

- M. Motion to adopt *Resolution R#142-15* 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>
120-15	Juvenile Court	\$73,750	\$73,750	0	+\$ 1,150
124-15	Public Safety	\$43,236	\$43,236	0	+\$10,612

- N. Motion to adopt *Resolution R#143-15* 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 Agreement between Northumberland County Area Agency on Aging and Pennsylvania Department of Agriculture, Local Agency Grant Agreement for the Senior Farmers Market Nutrition Program.*

2. *Contract Amendment (Third Amendment) between Northumberland County BH/IDS and Geisinger Clinic. (Psychiatric and Rehabilitation Services).*
3. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Central Susquehanna Intermediate Unit, 16 (E.I. Services).*
4. *Infants, Toddlers and Families Medicaid Waiver Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Central Susquehanna Intermediate Unit (E.I. Services).*
5. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and First Step Rehabilitation Services, LLC (E.I. Services).*
6. *Infants, Toddlers and Families Medicaid Waiver Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and First Step Rehabilitation Services, LLC (E.I. Services).*
7. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Suncom Industries, Inc. (Vocational Services Non-waiver).*
8. *Ratify: Contract Amendment between Community Care Behavioral Health Organization and Northumberland County BH/IDS (Casemanagement Rates).*
9. *Contract Addendum for the Provisions of Professional Legal Services between Area Agency on Aging and Attorney Frank W. Garrigan.*
10. *Contract Addendum for the Provisions of Professional Legal Services Under Protective Services between Area Agency on Aging and Attorney Frank W. Garrigan.*
11. *Expenditure Report for Fiscal Year 2015/16 for Northumberland County Children & Youth Social Services Programs.*
12. *Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services Program and Richard M. Platt for Professional Services.*

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 #9 and #10. Frank W Garrigan is an employee of Northumberland County.

29. OLD BUSINESS.

30. NEW BUSINESS.

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

31. MOTION TO ADJOURN.