



MONROE COUNTY BOARD OF COMMISSIONERS MEETING  
July 6, 2016

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, July 6, 2016 in the Commissioners' Public Meeting Room with the following present: Chairman John R. Moyer, Vice-Chairman Charles A. Garris, Commissioner John D. Christy, County Solicitor John Dunn, Chief Clerk/Administrator Greg Christine, and Administrative Secretary Cindy King.

Chairman Moyer called the meeting to order at 9:30 a.m. with a moment of silence and the pledge of allegiance to the flag.

Chairman Moyer presented a certificate of special recognition to Wendy Bogart Shiffer who is retiring, with thirty-seven years of service with the county. The Commissioners thanked Wendy for her dedication and years of employment with the County.

There was no public comment on the agenda items.

**M-2016-121** Motion by Vice-Chairman Garris, seconded by Commissioner Christy and carried to approve the following:

- a) Minutes of the June 15, 2016 Commissioners' Meeting
- b) Amend Motion M2016-119 from the June 15, 2016 Commissioners' Meeting, capital purchases to increase the cost of the Sheriffs' Office new vehicle by \$345.00

**M-2016-122** Motion by Commissioner Christy, seconded by Vice-Chairman Garris and carried to approve the following;

- a) Personnel Agenda:

NAME:	DEPARTMENT:	POSITION:	DATE:	REASON:
<b>NEW HIRES:</b>				
Maureen Bacik	Aging	35 Comm Health Nurse I	7/11/2016	Rehire, replacement
Adam Schellhammer	Conservation	29 District Manager	7/11/2016	New hire, replacement
Craig Todd	Conservation	29 District Manager TEMP	8/3/2016	Rehire - PT Casual (no benefits)
Morfia Fava	Controller	15 Acct Payable Offr PT	7/11/2016	New hire, replacement
Peter Patricola	Coroner	Deputy Coroner PT	7/7/2016	New hire, replacement
Nancy Brown	Fiscal	19 Grants Mgr	7/11/2016	New hire, replacement
Melissa Barrera	MDJ Muth	8 Technician Sr	7/25/2016	New hire, replacement
Eric Closs	PD	22 APD	8/15/2016	Rehire, new position
Alyssa Sukra	Career Link	Laborer	7/11/2016	New hire, seasonal
Bryan Perillo	Career Link	Laborer	7/11/2016	New hire, seasonal
Devin Alexander	Career Link	Laborer	6/29/2016	New hire, seasonal
Diana Rockman	Career Link	Laborer	7/11/2016	New hire, seasonal
Elizabeth Oser	Career Link	Laborer	7/11/2016	Re hire, seasonal
Evan Simmons	Career Link	Laborer	6/22/2016	New hire, seasonal
Iyanna Williams	Career Link	Laborer	6/20/2016	New hire, seasonal
Jamare Williams	Career Link	Laborer	7/11/2016	New hire, seasonal
Jason Kroeger	Career Link	Laborer	6/29/2016	New hire, seasonal
Justin Williams	Career Link	Laborer	7/11/2016	New hire, seasonal
Kean Wheatle	Career Link	Laborer	6/20/2016	New hire, seasonal
Malichai Jones	Career Link	Laborer	7/11/2016	New hire, seasonal
Nadia Husein	Career Link	Laborer	6/30/2016	Re hire, seasonal
Preston Green	Career Link	Laborer	6/29/2016	New hire, seasonal
Reyan Perryman	Career Link	Laborer	6/20/2016	New hire, seasonal
Sarah Bruss	Career Link	Laborer	6/20/2016	New hire, seasonal
Shaniceklay Wheatle	Career Link	Laborer	7/11/2016	New hire, seasonal
Thomas Frevele	Career Link	Laborer	7/5/2016	New hire, seasonal
<b>SEPARATIONS:</b>				
Kristin Hubert	Aging	35 Casw II	7/8/2016	Resigned
Paulette Sebring	Assessment	21 Dep Chief Assessor	9/9/2016	Retiring
Kaylatime Valderrama	Career Link	Clerical	6/17/2016	End of program
Anna Parys	C&Y	20 Supervisor	7/15/2016	Resigned
Rosanna Riggio	C&Y	35 Casw II	7/8/2016	Resigned
Craig Todd	Conservation	30 District Manager	8/2/2016	Retiring
Joseph Novinski	Coroner	Deputy Coroner PT	6/22/2016	Resigned
Alexandra Pagani	DA	12 Legal Assistant	6/30/2016	Resigned
Adam Flowers	Jail	CO I	6/21/2016	Non-retained
Mary Buendia	MDJ Germano	10 Adv Technician	8/12/2016	Retiring
Richard Martin	Sheriff	25 Chief Dep Sheriff	7/8/2016	Retiring
Maureen Egley	Victim Witness	20 Vic Witness Coor	6/29/2016	Terminated
<b>CHANGES:</b>				
Susan Pagano	Aging	30 Clerk Typist III	6/21-7/5/16	LOA
Sonya Isaacs	Aging	33 Care Mgr I	6/20/2016	975 hours completed
Sonya Isaacs	Aging	35 Care Mgr II	6/20/2016	Promotion
Bobbi Halterman	Assessment	10 Mapper	7/4/2016	Probation completed
Catherine Bittlingmeyer	Assessment	8 UPI/Office Asst Sr	7/4/2016	Probation completed
Amanda Van Dunk	C&Y	27 SSA 3	6/17/2016	Promotion
Aubrey Levy	Commissioner	10 Admin Secretary	4/28-10/27/16	Intermittent LOA
Julie Estorque	Controller	10 Gen Ledger Tech	6/2-6/7/16	LOA
Susan Cain	Controller	12 Admin Coor/AP Tech	5/13-7/7/16	Change RTW date
Susan Cain	Controller	12 Admin Coor/AP Tech	6/13-7/7/16	RTW Modified duty
Barbara Mehlretter	DA	12 Legal Secretary	7/11/2016	Transfer from Assessment
Michelle Chase	DA	12 Legal Secretary	6/30-8/14/16	LOA
Daniel VanHorn	Jail	14 Bldg Maint Tech	7/4/2016	Probation completed
Matthew Patrick	Jail	18 Sergeant	7/4/2016	Probation completed
TNisha Antoine	Jail	18 Sergeant	7/6-7/7/16	Suspended without pay
Adam Flowers	Jail	CO I	6/13/2016	Transfer to third shift
Adam Wojy	Jail	CO I	6/13/2016	Transfer to second shift
Arkadiusz Martinowicz	Jail	CO I	6/13/2016	Transfer to second shift
Brandon Smith	Jail	CO I	6/13/2016	Transfer to second shift
Brian Snyder	Jail	CO I	6/13/2016	Transfer to third shift
David Myers	Jail	CO I	6/13/2016	Transfer to second shift
Federico Diaz	Jail	CO I	6/13/2016	Transfer to third shift
Gregory McCreedy	Jail	CO I	6/13/2016	Transfer to third shift
Keisha Crawford	Jail	CO I	6/13/2016	Transfer to third shift
Kenneth Malarik	Jail	CO I	6/13/2016	Transfer to second shift
Mindy Ditmars	Jail	CO I	6/13/2016	Transfer to third shift
Robert Saviet	Jail	CO I	6/13/2016	Transfer to second shift
Sarah Donald	Jail	CO I	6/13/2016	Transfer to second shift
Tamiko Kettles-Woods	Jail	CO I	6/13/2016	Transfer to third shift
Zachary Miller	Jail	CO I	6/13/2016	Transfer to second shift
Carl Desimone	Jail	CO II	3/18-6/30/16	Intermittent LOA
Catherine Sellers	Jail	CO II	7/6-7/8/16	Suspended without pay
Cecil Johnson	Jail	CO II	3/12-9/11/16	Extend Intermittent LOA
Christine Cleary	Jail	CO II	3/27-9/26/16	Intermittent LOA
Donald Kubik	Jail	CO II	6/13/2016	Transfer to first shift
Elizabeth Knight	Jail	CO II	2/13-8/12/16	Intermittent LOA
James Wise	Jail	CO II	5/13-11/12/16	Intermittent LOA
Margo Johnson	Jail	CO II	6/13/2016	Transfer to third shift
Mary Barcene	Jail	CO II	2/15-8/14/16	Intermittent LOA
Matthew Boylan	Jail	CO II	6/4-7/8/16	Extend LOA
Matthew Weidman	Jail	CO II	6/4-6/15/16	Extend LOA
Meghan Jackson	Jail	CO II	2/18-8/17/16	Intermittent LOA
Patrick O'Donnell	Jail	CO II	2/23-8/22/16	Intermittent LOA
Scott Jackson	Jail	CO II	1/23-7/22/16	Intermittent LOA
Wanda Rivera	Jail	CO II	5/12-11/11/16	Intermittent LOA
William Johnson	Jail	CO II	6/13/2016	Transfer to first shift
Yuriy Ostovskiy	Jail	CO II	7/8-8/3/16	LOA
Frederick Weaver	Jail (Proth)	CO II (Office Asst)	6/18-7/22/16	Extend Modified Duty
Matthew Weidman	Jail (Risk Mgmt)	CO II (cam surveillance)	6/16-7/14/16	LOA RTW Modified Duty
Donald Gual	Judge Higgins	20 Law Clerk	6/21/2016	Probation completed
Pamela Bisbing	Jury Management	16 Jury Manager	7/18/2016	Probation completed
Scott Graver	Maintenance	3 Custodian	6/20/2016	Suspended without pay 1 day
Kelly Koehler	MDJ Claypool	10 Adv Tech	6/7/2016	Probation completed
Fallon Horan	Planning	17 Community Planner	7/4/2016	Probation completed
Terri Cramer	R&R	16 Ch Dep Rec Wills	7/4/2016	Probation completed
Thomas Whitehead	R&R	8 Rec Technician	7/11/2016	Probation completed
Cathy Shoemaker	R&R	9 Deputy Rec Wills	7/4/2016	Probation completed
Russell Doyle	Sheriff	16 Dep Sheriff	7/27/2016	Probation completed
Dawn Cuthill-Pugh	Tax Claim	13 Deputy Director	6/17-6/21/16	LOA
Maureen Egley	Victim Witness	20 Vic Witness Coor	6/17/2016	Suspended without pay
<b>MISCELLANEOUS:</b>				
Transfer the Part Time 15 Accounts Payable Clerk from the Fiscal office to the Controller's office effective July 6, 2016				

- b) Approve/Ratify Requests to work additional hours:
- i) Sheriffs' Office Overtime Report for the period ending 6/15/16:
    - (1) Clerks – 18.80
    - (2) Deputies – 67.95
    - (3) Security – 25.20
  - ii) Sheriffs' Office Overtime Report for the period ending 6/29/16:
    - (1) Clerks – 7.27
    - (2) Deputies – 36.83
    - (3) Security – 26.25

**M-2016-123** Motion by Commissioner Christy, seconded by Vice-Chairman Garris and carried to approve the following:

- a) Vouchers Payable:
- i) \$542,490.17 for the week ending 6/17/16
  - ii) \$477,095.63 for the week ending 6/24/16

- iii) \$689,975.97 for the week ending 7/1/16
- b) Gross Payroll:
  - i) \$1,011,716.30 for the period ending 6/12/16
- c) Healthcare Benefits Payments:
  - i) Blue Cross/Blue Shield:
    - (1) \$42,118.29 on 5/25/16
    - (2) \$89,524.24 on 6/8/16
  - ii) Geisinger:
    - (1) \$68,799.04 on 5/18/19
    - (2) \$65,438.67 on 5/25/16
    - (3) \$148,402.75 on 6/8/16
  - iii) United Concordia Dental:
    - (1) \$3,678.81 on 5/25/16
    - (2) \$5,439.71 on 6/1/16
    - (3) \$1,221.00 (admin fee)
    - (4) \$5,972.50 on 6/8/16
    - (5) \$4,349.30 on 6/10/16
  - iv) Health Equity:
    - (1) \$208.03 on 6/13/16
  - v) ConnectYourCare:
    - (1) \$1,424.37 on 5/16/16
    - (2) \$2,369.92 on 6/9/16

**M-2016-124** Motion by Vice-Chairman Garris, seconded by Commissioner Christy and carried to approve/ratify the following travel requests:

- a) Penn State Extension:
  - i) Sherri Williams for Ag Science Day, as follows:
    - (1) Matamoras, PA., on 7/13/16, Honesdale, PA., on 7/14/16 and Jim Thorpe, PA., on 7/15/16
  - ii) Sherri Williams to Penn State from 7/25/16 through 7/27/16 for the 4-H State Achievement Days Seminar
  - iii) Sherri Williams and Paula Schwenck to Wind Gap, PA., on 8/6/16 for the 4-H Horse and Pony Round-up
  - iv) Sherri Williams to Plainfield Township, PA., on August 9,10 and 11, 2016 for the 4-H Clover Kidz Kamp
- b) The Travel Request Report

**M-2016-125** Motion by Vice-Chairman Garris, seconded by Commissioner Christy and carried to approve the following, as requested by the Area Agency on Aging:

- a) Execute an Addendum to the Agreement with Blue Mountain Health System, Inc., Adult Day Care Services to extend the contract to 6/30/17 at the rate of \$54.00 per full day, with the contract amount not to exceed \$24,000.00 per year
- b) Accept a quote from J R Flooring (lowest of two) in the amount of \$3,512.00, to install carpeting in several rooms of the Loder Building Senior Center
- c) Execute an Addendum to the Agreement with North Penn Legal Services, to extend their contract to 6/30/17, with a maximum amount not to exceed \$9,000.00 per year, to provide the following services to qualified clients (*subject to proof of insurance*):
  - i) Single Will \$37.00
  - ii) Double Will \$54.00
  - iii) One Time Consultation \$33.00
  - iv) Durable Power of Attorney \$37.00
  - v) Living Will \$37.00
- d) Execute an Addendum to the Agreement with Devereux Pocono Programs and Services , to extend their contract to 6/30/17, at the rate of \$60.00, per full day for adult day services, with a contract amount not to exceed \$35,000.00 per year (*subject to proof of an up-dated insurance certificate and naming the County as a certificate holder*)
- e) Execute an Addendum to the Agreement with The Jewish Resource Center of the Poconos, to extend their contract to 6/30/17, at the rate of \$4.75 per Kosher Meal, with a maximum contract amount of \$4,000.00, to provide kosher meals to the senior centers (*subject to proof of insurance*)
- f) Execute an Addendum to the Agreement with Nicole L. Karasek, R.N., to extend her contract to 6/30/17, at the rate of \$35.00 per hour, with a maximum contract amount of \$2,790.00, to provide consulting and assessment services

- g) Execute an Addendum to the Agreement with PA Department of Human Services and PA Department of Aging, to extend their Agreement to 6/30/17, to allow the agency to continue to provide care assessments and other services for the Department of Aging Wavier Program
- h) Execute an Addendum to the Agreement with the Redevelopment Authority of the County of Monroe, to extend their contract to 6/30/17, to perform minor home modifications for qualified seniors, at the maximum annual rate of \$50,000.00 (*subject to proof of insurance*)

**M-2016-126** Motion by Commissioner Christy, seconded by Vice-Chairman Garris and carried to approve the following, as requested by Children and Youth Services:

- a) Execute the 3<sup>rd</sup> Quarter 2015/2016 C&Y Fiscal Report indicating spending through the third quarter in the amount of \$12,169,541.00
- b) Execute an Adoption Assistance Agreement for G.W.

**M-2016-127** Motion by Commissioner Garris, seconded by Vice-Chairman Garris and carried to approve the following;

- a) Ratify the Budget Adjustment Report dated 6/28/16 with adjustments totaling \$43,804.00

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION	REASON	REV=INCREASE EXP=DECREASE	REV=DECREASE EXP=INCREASE
Aging	6/30/2016				
	760.4001.4210.0000	FICA - AAA	To move funds to cover end of year expenses	4,000.00	
	760.4001.4230.0000	Hospitalization		2,088.00	
	760.4001.4290.0000	Retirement		586.00	
	760.4001.5800.3211	Utilities - AAA		1,675.00	
	760.4001.5800.3212	Utilities - Loder		700.00	
	760.4001.5800.3319	Internet Services		150.00	
	760.4001.5800.3329	Internet Services - Chestnut Hill		80.00	
	760.4001.5800.3432	Supplies - Food		1,800.00	
	760.4001.5800.3433	Supplies - Center (not food)		1,300.00	
	760.4001.5800.3451	Equipment Rental		44.00	
	760.4001.5800.3523	Travel - Public Carriers		4,000.00	
	760.4001.5800.3560	Conferences & Sem. AAA		1,500.00	
	760.4001.5800.3561	Senior Seminars		238.00	
	760.4001.5800.3611	Personal Care		8,000.00	
	760.4001.5800.3612	Home Support		8,000.00	
	760.4001.5800.3620	Emergent Services		2,000.00	
	760.4001.5800.3653	Overnight Shelter		265.00	
	760.4001.5800.3710	Advertising		500.00	
	760.4001.5800.3726	MCSC-Insurance		22.00	
	760.4001.5800.3732	Printed Materials		440.00	
	760.4001.5800.3741	Professional Fees - AAA		891.00	
	760.4001.5800.3743	Dietician		1,500.00	
	760.4001.5800.3744	Legal		1,535.00	
	760.4001.5800.3760	Miscellaneous		2,000.00	
	760.4003.5800.3239	Rent - M C Senior Clubs		490.00	
	760.4001.4250.0000	Unemployment Comp			120.00
	760.4001.5800.3221	Maint & Repair - AAA			695.00
	760.4001.5800.3223	Maint & Repair - Clients			8,000.00
	760.4001.5800.3311	Telephone - AAA			130.00
	760.4001.5800.3314	Telephone - Pines			11.00
	760.4001.5800.3431	Supplies - AAA Office			3,000.00
	760.4001.5800.3457	Equipment Rental - NHCE			500.00
	760.4001.5800.3640	Home Delivered Meals			2,500.00
	760.4001.5800.3651	Adult Day Care			2,000.00
	760.4001.5800.3730	Dues and Subscriptions			1,817.00
	760.4001.5800.3812	Lease Improvements			22,000.00
	760.4001.9575.0000	Capital			3,031.00
				43,804.00	43,804.00

- b) The Budget Adjustment Report dated 6/29/16 with adjustments totaling \$17,345.00

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION	REASON	REV-INCREASE EXP=DECREASE	REV-DECREASE EXP=INCREASE
Capital Reserve - Control Center	120.5830.9800.1000	Transfer to Fund Balance	To establish budget for HVAC repairs at the Control	3,250.00	
	120.5830.9575.0000	Capital Expenditure	Center		3,250.00
Commissioners	101.4111.7850.0000	Other General	To cover auto repairs	300.00	
	101.4111.7740.0000	Gas, Oil & Grease			300.00
Corrections	101.4232.7550.0000	Maintenance Services	To transfer funds for Security shower project	1,375.00	
	101.4232.5522.0000	Minor Equipment			1,375.00
Cost Recovery Revenue Commissioners	101.4950.3750.2000	Cost Recovery Revenue	To establish budget for auditors' assistance with GASB	4,500.00	
	101.4111.5100.0000	Audit Fees	reporting module		4,500.00
Grants - HSDF	770.4490.2005.6311.0000	Association Dues/Expense	To pay advertising expense for grant announcement	120.00	
	770.4490.2005.6100.0000	Advertising			120.00
OEM: TTFG FFY15	101.4291.0024.3662.0021	FFY15 Grant Revenue	To credit funds from auctioned vehicle to maint/sustain	1,000.00	
	101.47291.0024.8800.2207	FFY15 Maint/Sustain	account per State's directive		1,000.00
Sewage Treatment Plant	401.4324.7116.0000	Sludge	To cover current and future repairs	3,250.00	
	401.4324.8400.0000	Small Tools & Equipment			3,250.00
Various					
Commissioners	101.4111.6351.0000	Public Liability	To cover final months of Xerox contract for printer	370.00	
	101.4111.6352.0000	Auto Insurance	maintenance and supplies in 2016	48.00	
	101.4111.7850.0000	Other General		182.00	
Voter Registration	101.4120.6351.0000	Public Liability		100.00	
Public Defender	101.4152.6351.0000	Public Liability		400.00	
Information Services	101.4172.6351.0000	Public Liability		350.00	
Sheriff	101.4197.6351.0000	Public Liability		900.00	
Adult Probation	101.4236.6351.0000	Public Liability		600.00	
Juvenile Probation	101.4237.6351.0000	Public Liability		600.00	
	101.4111.5520.0000	Office Equipment Agreements			600.00
	101.4120.5520.0000	Office Equipment Agreements			100.00
	101.4152.5520.0000	Office Equipment Agreements			400.00
	101.4172.5520.0000	Office Equipment Agreements			350.00
	101.4197.5520.0000	Office Equipment Agreements			900.00
	101.4236.5520.0000	Office Equipment Agreements			600.00
	101.4237.5520.0000	Office Equipment Agreements			600.00
				17,345.00	17,345.00

- c) Execute an On-Premise Software License and Services Agreement with Civil Solutions, for a two year period, beginning 7/1/16, to provide licensing and on-going maintenance for the County Geographic Information System (GIS) software, at the rate of \$4,070.00 per year
- d) Submission of the 2016/2017 HAP/HSDF County Services Plan in the total amount of \$143,702.00
- e) Ratify Acceptance of the following quotes (proprietary equipment) from Tyco Simplex Grinnell:
  - i) 701 Main Street Alarm Repairs \$4,675.09
  - ii) Correctional Facility Alarm Transponder \$13,921.07
- f) Execute a Contract with Judicial Systems, Inc., in the amount of \$83,416.50, plus a fixed rate of annual maintenance costs for five years, in the amount of \$32,351.99, to install the Jury2016Plus Jury Administration System
- g) Accept a proposal from Hartmann Electrical Contracting (lowest of three) in the amount of \$3,765.00 to replace obsolete lighting in Court Room Number Three
- h) Ratify the bid award for the Bridge One Painting Project to Postupak Painting Co., Inc., in the amount of \$123,500.00 (*subject to proof of an up-dated insurance certificate*)
- i) Execute a contract with Atlantic Concrete Group, LLC., in the amount of \$189,243.00 to perform the parking deck repairs (*subject to proof of a performance bond and insurance certificate*)
- j) Accept the quote from Pinto Concrete in the amount of \$7,500.00 (lowest of two), to repair the rear sidewalk at the Loder Building Senior Center
- k) Execute a License and Services Agreement with Tyler Technologies, in the amount of \$6,419,810.00 to conduct a countywide appraisal of properties, install new software for the Assessment Office, Tax Collectors and Tax Claim Bureau and provide for five years of software maintenance, subject to final review of the County Solicitor
- l) Execute a Professional Services Agreement with RKR Hess, in the total amount of \$48,100.00 to prepare plans, bidding documents, construction administration and observation services for the 2016 Bridge Maintenance Program
- m) Add the following vendors to the County List of Approved Vendors:
  - i) EC Data Systems, Inc. – Coroner
  - ii) Jeffrey Knopf – Emergency Services
  - iii) Rachel Melendez – Emergency Services
  - iv) JR Flooring – Aging
  - v) Absolute Plumbing and Heating – Aging
  - vi) National Adult Protective Services Association – Aging
  - vii) Frable Plumbing – Aging
  - viii) Sage Technology Solutions – Emergency Services

Chairman Moyer explained various items on the Budget Adjustment Reports.

**M-2016-128** Motion by Commissioner Christy, seconded by Vice-Chairman Garris and carried to approve/ratify the following Capital Purchases Reports:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ -</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
Aging	760.4001.5800.3812	Lease Improvements	1	Carpet, subflooring, and shoe molding	JR Flooring	3,512.00
	760.4001.5800.3221	Maintenance & Repair	1	Electric Door Strike	Henning Leasing	695.00
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ 4,207.00</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 4,207.00</b>

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ -</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
Corrections	101.4232.5522.0000	Minor Equipment	1	Fence posts, gate & materials	Swift Fence - lowest quote	1,375.00
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ 1,375.00</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ -</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 1,375.00</b>

**M-2016-129** Motion by Commissioner Christy, seconded by Vice-Chairman Garris and carried to approve/ratify the following Computer Capital Purchases Reports:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Corrections	101.4172.9575.4232	Capital Expenditure	1	HP Color LaserJet Printer	SCW - lowest quote	\$535.04
<b>TOTAL APPROVED CAPITAL</b>						<b>\$535.04</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$0.00</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
Aging	760.4001.9575.0000	Capital Expenditure	5	Microsoft Surface Pro 4 Tablets	Zones, Inc - lowest quote	\$5,563.15
	760.4001.9575.0000	Capital Expenditure	1	Dell Latitude Laptop	Dell - state contract	\$1,021.61
Children & Youth	751.4428.6041.4640.0391	Grant Funded Expenses	2	Document Scanners	SCW - lowest quote	\$1,739.38
	751.4428.6041.4640.0391	Grant Funded Expenses	19	Desktop Computers	Dell - state contract	\$11,791.97
	751.4428.6041.4640.0391	Grant Funded Expenses	15	Microsoft Surface Pro 4 Tablets	Zones, Inc - lowest quote	\$16,689.45
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$36,805.56</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$37,340.60</b>

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Probation	101.4172.9575.4237	Capital Expenditure	5	Dell Latitude Laptops	Dell - State contract	\$4,553.25
<b>TOTAL APPROVED CAPITAL</b>						<b>\$4,553.25</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$0.00</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>-</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$4,553.25</b>

Chairman Moyer asked if there was any public comment.

Suzanne McCool provided an update on the Women’s Commission. The Women’s Commission recently celebrated its one year anniversary.

Chairman Moyer adjourned the meeting at 10:00 a.m.

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Greg Christine, Chief Clerk/Administrator

**M-2016-121 thru M-2016-129**

### TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
<b>ADULT PROBATION</b>					
2016-0213	10/11/2016 -- 10/14/2016	Sikora, Bernard	COPLAY POLICE DEPT, 98 S. 4TH STREET, COPLAY, PA	CONTROL TACTICS INSTRUCTOR RECERTIFICATION (SENIOR INSTRUCTOR)	\$650.00
2016-0228	10/26/2016 -- 10/28/2016	Borger, Kim	Bear Creek Ski Resort, Macungie, PA	To Attend "Right From the Start" Training	\$437.10
<b>ASSESSMENT</b>					
2016-0215	06/27/2016 -- 06/27/2016	Margretta, Paula Keiper, Barbara	Allentown testing center Allentown PA	RE-TEST	\$264.00
<b>CONSERVATION DISTRICT</b>					
2016-0224	09/26/2016 -- 09/29/2016	Spotts, Roger	Elk County, PA	Public Elk Viewing Fieldtrip	\$0.00
2016-0223	07/07/2016	Wagner, Drew Kerrigan, Lori	Wilkes-Barre, PA	to attend an elevated review meeting with DEP and project engineers	\$0.00
2016-0227	07/19/2016 -- 07/20/2016	Giambra, Matthew	Dingmans Ferry, Bushkill, Pike County, PA	To participate in the overnight canoe trip for Conservation Camp	\$0.00
2016-0229	07/13/2016 -- 07/14/2016	Giambra, Matthew	Schuylkill County Pottsville, PA	To attend training on designing Ag Conservation Plans	\$0.00
<b>CORRECTIONAL FACILITY</b>					
2016-0221	09/19/2016 -- 09/20/2016	Timothy Toolan Joseph Dougher	Remington Law Enforcement Training Agency	Remington Field School - Training for maintenance on Remington Weapons	\$900.00
2016-0226	08/10/2016 -- 08/11/2016	Garry Haidle Philip Diliberto	Securus Technologies, Dallas, Texas	To tour facility and observe system demonstrations. To meet technical support and discuss current programs in place.	\$0.00

### TRAVEL REQUEST REPORT

Travel ID	Travel Date(s)	Traveler(s)	Destination	Purpose of Travel	Est. Costs
<b>HUMAN RESOURCES</b>					
2016-0225	07/06/2016 -- 07/06/2016	Ace-Sattur, Bonnie	Harrisburg	SCHRPP Regional Discussion Forum	\$25.00
<b>PLANNING</b>					
2016-0218	06/23/2016 -- 06/23/2016	Staruch, Nathaniel	Lebanon, PA	"Partnering for Stormwater Compliance" lecture on MS4 compliance.	\$102.27
2016-0220	06/30/2016	Rinker, Steven	Jim Thorpe	Meeting with Carbon County Control Center.	\$0.00
2016-0222	06/28/2016 -- 06/28/2016	Eric Koopman Horan, Fallon Meinhart, Christine Eric Koopman Horan, Fallon Meinhart, Christine	Kidder Township Building	Commercial Corridor Workshop	\$0.00