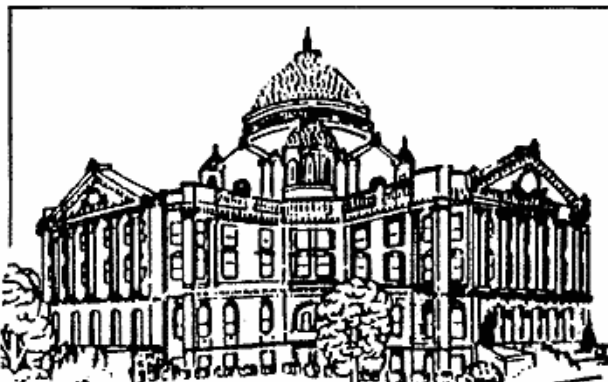


**LUZERNE COUNTY COURTHOUSE**



200 North River Street, Wilkes-Barre, PA 18711-1001 • (570) 825-1500 • FAX (570) 825-9343  
www.luzernecounty.org

**LUZERNE COUNTY BOARD OF COMMISSIONERS**

**PUBLIC WORK SESSION**

**AGENDA**

**FEBRUARY 17, 2010**

**ANNOUNCEMENTS:**.....**Douglas A. Pape**  
**County Manager/Chief Clerk**

**RECOGNITIONS:**.....**Maryanne C. Petrilla**  
**Commissioner/Chairman**

**PUBLIC COMMENT**

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**COMMUNICATIONS – DOUGLAS A. PAPE, COUNTY MANAGER/CHIEF CLERK**

**Minutes**

**MOTION**

Request a Motion to approve the minutes of the Commissioner’s Meetings held on January 20, 2010, January 29, 2010 and February 12, 2010.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**Vouchers**

**MOTION**

Request a Motion to ratify and confirm pre-payment of the following vouchers:

PNC Bank, Vouchers 488276GF – 489421GF  
\$6,980,322.19  
County General Fund for 2010 to Date

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

PNC Bank, Vouchers 503477LF – 503524LF  
\$52,367.43  
Liquid Fuels Fund for 2010 to Date

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

Wachovia Bank, Vouchers 400421WC – 400427WC  
\$207,826.44  
Worker’s Compensation for 2010 to Date

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING STATE OF EMERGENCY EVENTS AND THEIR DATES AS LISTED:**

**Hazleton and Hazle Township**

Request a Motion to adopt a Resolution continuing a Declaration of a State of Emergency within the City of Hazleton and Hazle Township, Luzerne County, Pennsylvania. Resolution dated: February 17, 2010; February 24, 2010; March 3, 2010; March 10, 2010; March 17, 2010; March 24, 2010

**Luzerne County State of Emergency – Bridges**

Request a Motion to adopt a Resolution declaring the existence of a State of Emergency in the County of Luzerne relating to all county – owned bridges. Resolution dated: February 17, 2010; February 24, 2010; March 3, 2010; March 10, 2010; March 17, 2010; March 24, 2010

**Luzerne County State of Emergency – EMA Flooding**

Request a Motion of the Luzerne County Board of Commissioners to approve/ratify continuing the State of Emergency from June 26<sup>th</sup>, 2006 due to flash flooding and flooding from the Susquehanna River. This motion is for the weeks of March 1, 2010, March 8, 2010, March 15, 2010, March 22, 2010.

**Luzerne County State of Emergency – EMA Flash Flooding**

Request a Motion of the Luzerne County Board of Commissioners to approve/ratify continuing the State of Emergency from November 16<sup>th</sup>, 2006 due to flash flooding. This motion is for the weeks of March 1, 2010, March 8, 2010, March 15, 2010, March 22, 2010.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**

**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**MOTION**

**Software Maintenance Agreement - January 1, 2010 through December 31, 2010**

Request a Motion of the Luzerne County Board of Commissioners to approve the software maintenance agreement with Stenograph for the year January 1, 2010 through December 31, 2010 in the amount of \$7,275. The agreement was deemed sole source by the county’s Solicitor based on the agreement and information provided by the Stenographer’s office.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**

**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Resolution - Pilot Proposal to the PA Department of Transportation (Appendix Page 26)**

Request a Motion of the Luzerne County Board of Commissioners adopting the attached resolution that supports the submission of a pilot proposal to the Pennsylvania Department of Transportation by Luzerne County/Lackawanna County and the City of Hazleton.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Telephone Service Contract Extension**

Request a Motion of the Luzerne County Board of Commissioners to authorize a three month extension to the existing three (3) year telephone services contract with Frontier Communications that expires on March 15, 2010.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Telephone Service**

Request a Motion of the Luzerne County Board of Commissioners to advertise a "Request for Proposals" for telephone services for all County offices.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Award Contract with National Bond and Collection Associates, Inc.**

Request a Motion of the Luzerne County Board of Commissioners to award a contract with National Bond and Collection Associates, Inc. for inmate debt collection for a period of three (3) years as approved by a unanimous vote (7/0) of the Luzerne County Prison Board on February 19, 2010.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Franklin Township Capital Grant Extension Request**

Request a Motion of Luzerne County Board of Commissioners approving a six month extension request by Franklin Township in regards to their Luzerne County Capital Grant that was awarded on December 21, 2006.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**Two-year Lease Agreement for Luzerne County Bulk Storage Space**

Request a Motion to Award an initial two-year Lease Agreement for Luzerne County Bulk Storage Space to Thomas C. Thomas, Co., PO Box 310, Wilkes-Barre, PA 18703 in the amount of \$2.52/sf for up to 35,800 square feet of storage space, with options to renew. The lease shall also provide for the potential for additional storage space up to 50,000 square feet (total), upon written request from the County, at the same lease rate of \$2.52/sf. The lease agreement shall be subject to the approval of the County Solicitor and the County Engineer.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**Advertise for the sale of Valley Crest**

Request a Motion to Authorize the proper officials to advertise for the sale of Valley Crest, 551 East End Blvd., Plains, PA. The property will be listed for 60 days prior to the bid due date. The minimum base bid will be set a current fair market appraisal value (\$4,700,000.00).

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**Amend Carpet Replacement Project with Color-World,**

Request a Motion to Authorize the proper officials to amend the District Attorney’s Office and Veteran’s Affairs Office carpet replacement project with Color-World, 701 Pittston Bypass, Pittston, PA 18040 in the amount of \$3,250.00. The additional work is to address carpet safety issues in the Luzerne County Prothonotary’s Office.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**Amend the Penn Place Elevator Renovation Project with Otis Elevator Company**

Request a Motion to Authorize the proper officials to amend the Penn Place Elevator Renovation Project with Otis Elevator Company, 7355 William Ave., Allentown, PA 18106 in the amount of \$7,160.00 for additional work to install security camera wiring and housings in both elevator cars. the change order will also provide for hook installation in both cars and one set of padding to be used when furniture/equipment is moved.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Advertise RFPs for Design Services Projects**

Request a Motion to Authorize the proper officials to advertise RFPs for design services for the following projects:

- Luzerne County Office of Community Development HVAC Replacement
- Luzerne County Courthouse Hydronic Baseboard Heating System Replacement

These projects are identified as activities 2 and 3 (respectively) through the American Recovery and Reinvestment Act of 2009. Grant funding will be provided by the Energy Efficiency and Conservation Block Grant (EECBG) Program. Advertisement will contingent on the award of the grant by the United States Department of Energy.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Award the 4-year Elevator Service Contract to Kone, Inc.**

Request a Motion to Authorize the proper officials to award the 4-year elevator service contract for Office of Human Services, 111 North Pennsylvania Avenue, Wilkes-Barre, PA 18711 to Kone, Inc., 1150 West Main Street, Mount Joy, PA 17552 in the amount of \$16,000.00.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

MOTION

**Arbitrage Rebate Compliance Services**

Request a Motion to appoint PFM Asset Management LLC (“PFM”) to provide Arbitrage Rebate Compliance Services to the County of Luzerne for a total fee of \$4,200 in calendar year 2010 as follows:

**GO Bonds, Series 2003D \$32,480,000 - \$1,400**  
**GO Notes, Series 2006A \$88,520,000 - \$1,400**  
**GO Notes, Series 2006B \$9,025,000 - \$1,400**

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ **PETRILLA**, \_\_\_\_\_ **COONEY**, \_\_\_\_\_ **URBAN**

MOTION

**BUDGET TRANSFER**

Request a Motion to approve a 2010 General Fund Budget transfer of \$29,038.00 from Department 4850 100.4850.000.3523 – Insurance & Benefits Auto Insurance to each respective department as follows:

Controllers	254.00	100.4133.000.3523
Public Defenders	254.00	100.4152.000.3523
Planning & Zoning	508.00	100.4171.000.3523
IT Department	254.00	100.4172.000.3523
Buildings & Grounds	1,015.00	100.4174.000.3523
Security	761.00	100.4175.000.3523
Coroners	992.00	100.4193.000.3523
District Attorneys	5,717.00	100.4194.000.3523
Sheriffs	8,241.00	100.4197.000.3523
Prison	5,036.00	100.4232.000.3523
EMS 911	2,259.00	100.4290.000.3523
EMA	2,743.00	100.4291.000.3523
Solid Waste	750.00	100.4320.000.3523
Veterans Affairs	254.00	100.4491.000.3523

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ **PETRILLA**, \_\_\_\_\_ **COONEY**, \_\_\_\_\_ **URBAN**

MOTION

**AUDITOR**

Request a Motion to retain Zelenkofske Axelrod LLC as the Auditor in connection with the completion of Luzerne County’s Audit for the year ended December 31, 2009 at a fee of \$74,250, with an option for two annual renewals at the sole discretion of the County for the year ended December 31, 2010 at a fee of \$76,600 and for the year ended December 31, 2011 at a fee of \$78,950.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**FEE ACCOUNTANT**

Request a Motion to retain Jones Kohanski & Co., PC as the Fee Accountant in connection with the completion of Luzerne County’s Audit for the year ended December 31, 2009, at the following rates: Staff \$75/hour, Supervisor/Senior \$80/hour and Partner \$90/hour with an option for two annual renewals at the sole discretion of the County.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**2003 Capital Projects Bond Issue – 2003D-52 Transfer (Appendix Page 27)**

Request a Motion to acknowledge the transfer of \$30,316.05 from the 2003, Capital Projects Bond Issue Series D for items identified on Schedule “A” of Requisition 2003D-52.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**2003 Capital Projects Bond Issue – 2003D- 52 Payment (Appendix Page 27A)**

Request a Motion to approve payment of \$30,316.05 from the 2003, Capital Projects Bond Issue Series D for items identified on Schedule “A” of Requisition 2003D-52.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**Tax Refund-Assessment Appeals Office**

Request a Motion to approve the following refund through the Assessment Appeals Office:

Name: Wyoming Hose Co No 1  
Address: 33 E Eighth Street, Wyoming Pa. 18644  
Property Location: 41 E Eighth Street  
Amount Due: \$ 618.16  
Reason for Refund: 2009 Board Decision for Tax Exemption

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**END OF COMMUNICATIONS**

TREASURER'S OFFICE – MICHAEL L. MORREALE

FINANCIAL STATEMENT

Request a motion to accept the following Treasurer's Report:

CHECKING ACCOUNT BALANCES

As of: February 11, 2010

WACHOVIA BANK

School, Road & Institutional (Old Account).....	\$744.60
Self Insured Workers Compensation Fund.....	324,941.46
Domestic Relations IV-D Fund .....	1,427,288.07
9-1-1 Construction Fund .....	354,677.88
9-1-1 Wire Fund .....	3,024,311.17
9-1-1 Wireless Fund .....	1,291,319.37
Hotel Room Rental Tax.....	113,851.51

PNC BANK

General Fund.....	\$11,292,957.93
Schools (New Account) .....	704,856.34
Towns (New Account).....	38,337.18
Real Estate Tax Sale .....	1,807,331.31
Transportation Department.....	1,072,862.36
Office for the Aging .....	2,290,670.60
Children & Youth Services .....	4,407,115.08
Mental Health/Mental Retardation.....	58,305.79
Human Services.....	189,030.61
Drug & Alcohol Program.....	58,415.69
Liquid Fuels Tax Fund .....	27,338.72
GWBIF Escrow Account.....	27,739.66
Juvenile Probation JCJC Grant-in-Aid.....	593,280.02
Juvenile Court Restitution.....	24,352.28
Act 44 Bridge Account.....	177,146.64
AID System to Roads & Bridges.....	62,206.56
2009 ARRA US DOE Entitlement.....	30,956.35
Coroner VSIA Act 2004-122 Account.....	70,565.18
Hicks/Abrahams Creek .....	0.00
PEMA Hazard Mitigation.....	0.00
Convention & Visitors Bureau.....	40,897.00
Series 2008 A Project Fund.....	20,905,167.07
Early Intervention.....	48.18
District Attorney Gun Buyback Program.....	2.33
HAVA Account.....	322,378.85
License Fee Account.....	9,641.60
Levee Account.....	350,260.07
Recorder of Deeds Restitution.....	5,246.41
Sheriff Real Estate Escrow.....	2,453,036.73
Sheriff Writs of Execution.....	25,517.76
Sheriff DCED Grant.....	0.00
2009 Government Study Commission.....	14,278.17
District Attorney Federal ICAC Grant.....	78,107.22
Sheriff K-9 Donations.....	674.04
Cash in lieu of Performance Bond.....	0.00
FY 2009 Recovery Act JAG Program.....	3,994.60

CITIZENS BANK

Adult Probation Special Account .....	\$288,678.24
Bridge Fund.....	794.59
Hazardous Material Emergency Response Account .....	111,353.18
EMA Radiation Emergency Response Fund.....	74,306.49

(cont'd, next page)

**FIRST NATIONAL COMMUNITY BANK**

Convention and Visitors Bureau .....	\$84,144.30
Agencies Account .....	936,827.28
Solid Waste Recycling/Landfill Administration .....	323,033.21
Property Tax Collection .....	3,987.71
Department of Probation (CPCMS System).....	384,760.55
Flood Protection Authority.....	3,109,556.24

**FIDELITY DEPOSIT & DISCOUNT BANK**

Wyoming Valley Airport Grant Account .....	\$94,427.11
Tri-County Airport Feasibility Study .....	2,553.79
Series 2002 A&B Capital Projects.....	49,005.56
Series 2003 A&B Capital Projects.....	175,423.49
Series 2003 D Capital Projects.....	15,621.60
Series 2008 B Settlement Fund.....	0.00
Series 2008 B Sinking Fund.....	0.00
Series 2008 B Project Fund.....	0.00
Flood Protection Project Impact.....	4,391.77

**M & T BANK**

Adult Probation Drug & Alcohol RIP Program.....	\$60,048.71
District Attorney Bad Check Restitution Fund.....	3,924.57
Riverfront-GG2.....	2,619.50
Nesbitt Park-DCNR.....	360,797.09
RACP Redevelopment Assistance.....	5,179.00
Sheriff's Old Real Estate Account.....	17,586.71
2006 Series A Refunding Escrow.....	0.00
2008 LCIDA Bond Fund.....	73.07
2008 LCIDA Settlement Fund.....	0.00
2008 LCIDA Project Fund.....	0.00
2008 LCIDA Revenue Fund.....	0.00
2008 LCIDA Debt Service Reserve.....	6,100,000.00
2008 Series A Project Fund.....	0.00
2008 Series A Courthouse Fund.....	12,596,563.71
2008 Series B Project Fund.....	0.00
2008 Series B LCCC Project Fund.....	14,657,341.13
2008 Series C Settlement Fund.....	0.00
2008 Series D Sinking Fund.....	0.00
2008 Series E Sinking Fund.....	0.00
2009 LCIDA Settlement Fund.....	0.00
2009 LCIDA Project Fund.....	0.00
2009 LCIDA Bond Fund.....	36,521.25

**COMMUNITY BANK & TRUST**

2008 Series A Settlement Fund.....	\$0.00
2008 Series A Project Fund.....	2,445,973.58
2008 Series A Sinking Fund.....	19.05

**U.S. BANK**

2000 Series A Refunding Escrow.....	\$0.00
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It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**CERTIFICATES OF DEPOSIT & OTHER INVESTMENTS**

**(Principal Values only)**

**As of: February 11, 2010**

<b>Liquid Fuels Tax Fund</b>	<b>\$650,000.00</b>
<b>9-1-1 Construction Fund</b>	<b>\$300,000.00</b>
<b>Domestic Relations IV-D Fund</b>	<b>\$2,600,000.00</b>
<b>Hazardous Material Emergency Response Account</b>	<b>\$160,000.00</b>
<b>Solid Waste Recycle Account</b>	<b>\$900,000.00</b>
<b>Agencies Account</b>	<b>\$2,725,000.00</b>
<b>MH/MR Program</b>	<b>\$8,645,000.00</b>
<b>Human Services</b>	<b>\$400,000.00</b>
<b>Drug &amp; Alcohol Program</b>	<b>\$800,000.00</b>
	<hr/>
<b>Total:</b>	<b>\$17,180,000.00</b>

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_PETRILLA, \_\_\_\_\_COONEY, \_\_\_\_\_URBAN

**MICHAEL L. MORREALE**  
**Luzerne County Treasurer**

**CONTROLLERS REPORT – WALTER GRIFFITH**

1. Request a motion to authorize the Controller to make the following payments under the Luzerne County Community Development Program for various services and projects:

\$ 456,343.58 Community Development Block Grant Program  
\$ 5,301.97 Emergency Shelter Grants Program  
\$ 525,479.17 HOME Investment Partnership Program

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

2. Request a motion to ratify and confirm the payment of \$16,141.67 to the Penn State Cooperative Extension, 16 Luzerne Ave., Suite 200, West Pittston, PA. This is the County’s appropriation for the month of February 2010. The amount is based on the allocation approved in the 2010 adopted budget.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

3. Request a motion to ratify and confirm the payment of \$514,166.67 to the Luzerne County Community College, 1333 Prospect St., Nanticoke, PA. This is the County’s appropriation for the month of February 2010. The amount is based on the allocation approved in the 2010 adopted budget.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

4. Request a motion to ratify and confirm pre-payment of the following vouchers:

Transportation Department:

Voucher No. 537123 to 537270 inclusive in the amount of \$ 335,378.43

Bureau for the Aging:

Voucher No. 730168 to 730673 inclusive in the amount of \$1,137,947.82

Children and Youth:

Voucher No. 751853 to 752795 inclusive in the amount of \$4,626,664.67

Mental Health / Mental Retardation:

Voucher No. 747177 to 747341 inclusive in the amount of \$2,201,888.43

Human Services:

Voucher No. 751335 to 751378 inclusive in the amount of \$1,181,149.67

Drug and Alcohol:

Voucher No. 761775 to 761814 inclusive in the amount of \$ 424,188.03

Drug and Alcohol - RIP:

Voucher No. 1051 to 1056 inclusive in the amount of \$ 12,699.83

Domestic Relations IV-D:

Voucher No. 400263 to 400265 inclusive in the amount of \$2,863,985.00

Recorder of Deeds Archive,

in the amount of \$ 28,957.00

Prothonotary Automation,

in the amount of \$ 139.57

Housing Trust Fund:

in the amount of \$ 6,819.53

Voucher No. 401035 to 401038 inclusive

**CONTROLLER'S OFFICE: (Continued)**

9-1-1 Construction:		
Voucher No. 400538 inclusive	in the amount of \$	27,255.86
9-1-1 Wire:		
Voucher No. 1432 to 1462 inclusive	in the amount of \$	62,647.25
9-1-1 Wireless:		
Voucher No. 1036 to 1037 inclusive	in the amount of \$	13,206.53
EMA Radiation Fund:		
Voucher No. 400138 inclusive	in the amount of \$	1,171.93
Hazardous Material Emergency Response:		
Voucher No. 400236 inclusive	in the amount of \$	1,174.99
License Fees:		
Voucher No. 6052 inclusive	in the amount of \$	19,786.00
Schools:		
Voucher No. 405352 to 405364 inclusive	in the amount of \$	414,610.15
Towns:		
Voucher No. 407694 to 407763 inclusive	in the amount of \$	54,460.95
Real Estate Tax Sale:		
Voucher No. 401163 to 401188 inclusive	in the amount of \$	106,052.13
Hotel Rental Tax:		
Voucher No. 455 to 457 inclusive	in the amount of \$	127,039.17
Convention & Visitors Bureau:		
Voucher No. 403949 to 403989 inclusive	in the amount of \$	33,026.63
Sheriff Real Estate Escrow:		
Voucher No. 2879 to 2969 inclusive	in the amount of \$	315,103.27
Flood Protection Authority:		
Voucher No. 1119 to 1127 inclusive	in the amount of \$	4,763.34
Levees:		
Voucher No. 1103 to 1165 inclusive	in the amount of \$	157,960.83
Aid System to Road & Bridge:		
Voucher No. 1006 inclusive	in the amount of \$	187,075.99
2009 Recovery Act JAG:		
Voucher No. 1000 to 1001 inclusive	in the amount of \$	19,853.32

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

Walter L. Griffith, Jr., Controller

END OF CONTROLLER'S REPORT

**DEPARTMENT HEAD REPORTS**

**HUMAN SERVICES – JOSEPH DEVIZIA, DIRECTOR**

**A MOTION TO APPROVE/RATIFY THE FOLLOWING CONTRACTS FOR THE PROVIDERS, SERVICES, TERMS, AND RATES SPECIFIED:**

<b><u>PROVIDER</u></b>	<b><u>SERVICE</u></b>	<b><u>TERM</u></b>	<b><u>RATE/ CONTRACT CAP</u></b>
<b><u>CHILDREN &amp; YOUTH:</u></b>			
Child Care Information Services of Luzerne Co.	Administrative Costs	7/1/09-6/30/10	\$7,000.00
	Center-Full Time		
	Infant		\$27.92/day
	Young Toddler		26.00/day
	Old Toddler		25.00/day
	Pre-School		22.32/day
	Young School Age		20.70/day
	Old School Age		20.70/day
	Center-Part Time		
	Infant		\$25.00/day
	Young Toddler		24.59/day
	Old Toddler		23.25/day
	Pre-School		19.00/day
	Young School Age		19.10/day
	Old School Age		19.10/day

**CHILDREN & YOUTH:**

Child Care Information Services of Luzerne Co. (Continued)	Group-Full Time	7/1/09-6/30/10	
	Infant		\$26.30/day
	Young Toddler		25.40/day
	Old Toddler		24.50/day
	Pre-School		22.50/day
	Young School Age		20.70/day
	Old School Age		20.70/day
	Group-Part Time		
	Infant		\$24.50/day
	Young Toddler		22.00/day
	Old Toddler		22.00/day
	Pre-School		21.10/day
	Young School Age		19.90/day
	Old School Age		19.90/day
	Family-Full Time		
	Infant		\$25.00/day
	Young Toddler		25.00/day
	Old Toddler		23.65/day
	Pre-School		23.00/day
	Young School Age		20.00/day
	Old School Age		20.00/day
	Family-Part Time		
	Infant		\$20.00/day
	Young Toddler		20.00/day
	Old Toddler		20.00/day
	Pre-School		20.00/day
	Young School Age		16.72/day
	Old School Age		16.72/day
	Relative/Neighbor-Full Time		
	Infant		\$11.75/day

<u>PROVIDER</u>	<u>SERVICE</u>	<u>TERM</u>	<u>RATE/ CONTRACT CAP</u>
<b><u>CHILDREN &amp; YOUTH:</u></b>			
	Young Toddler		11.10/day
	Old Toddler		11.10/day
	Pre-School		11.10/day
	Young School Age		10.97/day
	Old School Age		10.97/day
Child Care Information Services of Luzerne Co. (Continued)	Relative/Neighbor-Part Time	7/1/09-6/30/10	
	Infant		\$7.85/day
	Young Toddler		7.53/day
	Old Toddler		7.53/day
	Pre-School		7.46/day
	Young School Age		8.18/day
	Old School Age		8.18/day
Wyoming Valley Health Care	Urinalysis	12/1/09-6/30/10	\$95.00/test

**MENTAL HEALTH/MENTAL RETARDATION:**

Mary Lou Williams	Physical Therapy	2/1/10-6/30/10	\$25.41/qtr hr \$20,000
Hazleton Public Transit	Transport Services	2/1/10-6/30/10	\$1,200
Molly Riley-Cygan	Speaker/Presenter	3/26/10-3/27/10	<b>\$650</b>
Senior Care Centers of Luzerne County, Inc.	Comm. Habilit.	1/18/10-6/30/10	\$2.50/qtr hr \$6,918

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**A MOTION TO APPROVE/RATIFY THE FOLLOWING RENEWALS FOR THE PROVIDERS, SERVICES, TERMS, AND RATES SPECIFIED:**

<u>PROVIDER</u>	<u>SERVICE</u>	<u>TERM</u>	<u>RATE/ CONTRACT CAP</u>
<b><u>AREA AGENCY ON AGING:</u></b>			
Sage Software, Inc. Priority Software Support AAS Software Assurance	License Renewal	4/1/10-3/31/11	\$4,950.00

<u>PROVIDER</u>	<u>SERVICE</u>	<u>TERM</u>	<u>RATE/ CONTRACT CAP</u>
<b><u>CHILDREN &amp; YOUTH:</u></b>			
Trend Micro Suite Advanced Virus Protection	License Renewal	4/10/10-4/9/11	\$3,013.20
WebSense Enterprise Internet Monitoring and Filtering Software	License Renewal	3/29/10-3/28/11	\$3,972.00
Laser Fishe Software Assurance Plan (Docu- ment Imaging Software Support)	License Renewal	1/11/10-1/11/11	\$583.00
Pitney Bowes Mail Machine Rental for Union Street Office	3 Year Lease	3/1/10-3/1/13	\$142.87/mo

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
 \_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**A MOTION TO APPROVE/RATIFY THE FOLLOWING CONTRACT AMENDMENTS FOR THE PROVIDERS, SERVICES, TERMS, AND RATES SPECIFIED:**

<u>PROVIDER</u>	<u>SERVICE</u>	<u>TERM</u>	<u>RATE FROM</u>	<u>TO</u>
<b><u>AREA AGENCY ON AGING:</u></b>				
Allied Services	Attendant Care	7/1/09-6/30/10	\$215,000	\$375,000
UDS Independent Living Services, LLC	Personal Care	"	\$38,000	\$75,000

**CHILDREN & YOUTH and JUVENILE PROBATION SERVICES:**

George Jr. Republic In PA	Community Based Group Home	7/1/09-6/30/10	\$43.33/day	\$43.44/day
County of Tioga	Secure Detention	"	\$181.00/day	\$217.32/day

**DRUG AND ALCOHOL:**

			<u>RATE</u>	
Serento Gardens	Partial Hosp.	7/1/09-6/30/10	\$31,940	\$39,940
WVADS, Inc.	Partial Hosp.	" "	\$78,000	\$88,000
A Better Today (Luz Co)	Outpatient	" "	\$20,000	\$21,309
A Better Today (Wyo Co)	Outpatient	" "	\$133,548	\$141,548
WVADS, Inc.	Outpatient	" "	\$212,417	\$223,417

**CONTRACT AMENDMENTS: (Continued)**

<b><u>PROVIDER</u></b>	<b><u>SERVICE</u></b>	<b><u>TERM</u></b>		<b><u>RATE</u></b>	
		<b><u>FROM</u></b>	<b><u>TO</u></b>		
<b><u>MENTAL HEALTH/MENTAL RETARDATION:</u></b>					
Gary Smith	Emergency Svcs.	7/1/09-6/30/10		\$11,000	\$19,000
Ronald J. Minnick, Jr. D/B/A RM Transports	Transport Svcs.	“	“	\$10,000	\$2,500
Keystone Comm. Resources	Residential & Respite	“	“	\$10,000	\$5,000
Deutsch Institute	Home & Comm., Employ. & Respite	“	“	\$125,070	\$111,710
Emily Yeager	Early Intervention	"	"	\$26,000	\$22,000
Family Srv. Assoc.	Adm. & Comm. Svcs.	“	“	\$42,000	\$42,000
<b><u>(Include statement on contract: Power of Attorney (POA))</u></b>					
Institute for Human Res.	Residential & Respite	"	"	\$247,302	\$251,596
Impact Systems, Inc.	Home & Comm., Residential & Respite	“	“	\$459,742	\$524,364
Step-By-Step, Inc.	Residential, Comm. Hab., Home & Comm., Housing Support & Employment	“	“	\$2,304,598	\$2,296,598
United Rehabilitation Svcs.	Employ. & Pre-Voc.	“	“	\$1,203,154	\$949,194
Wilkes-Barre Beh. Hospital Co., LLC D/B/A Comm. Counseling Svcs.	Comm. Svcs., ICM, OP, Day Treatmt., CE, Soc. Rehab., Crisis, Res., RC, Adm. Mangmt., Emergency, Psych. Rehab., Comm. Hab. & Transport	“	“	\$3,722,822	\$3,677,267
Valley Crest Nursing, Inc.	Comm. Habilit. & Respite Svcs.	“	“	\$28,500	\$15,082
Caregivers America, LLC	Home & Comm.	7/1/09-1/31/10		\$2,250	-0-
Comfort Keepers Hazleton	Home & Comm.	“	“	\$2,370	-0-
Erwine’s Private Duty Healthcare, Inc.	Home & Comm.	“	“	\$2,750	-0-
Home Sweet Home Personal Care, Inc.	Home & Comm.	“	“	\$2,750	-0-
Interim Healthcare Svcs.	Home & Comm.	“	“	\$6,000	-0-

**CONTRACT AMENDMENTS: (Continued)**

<b><u>PROVIDER</u></b>	<b><u>SERVICE</u></b>	<b><u>TERM</u></b>		<b><u>RATE</u></b>	
		<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
<b><u>OFFICE OF HUMAN SERVICES:</u></b>					
Commission on Economic Opportunity	CHORE	7/1/09-6/30/10		\$80,000	\$25,000
Catholic Social Services	Homeless Emergency Shelter	"	"	\$20,000	\$19,083
Project REMAIN	High-Rise Outreach	"	"	\$23,000	\$19,831
Luz/Wyo Counties Transportation Dept.	Transportation	"	"	\$10,000	\$8,622
Family Services Assoc.	Information & Referral	"	"	\$143,000	\$127,644
Volunteers of America	Youth Transitional Housing	"	"	\$15,000	\$13,971
Luz/Wyo Counties Drug & Alcohol	Inpatient Non-Hospital	"	"	\$10,000	-0-
Reach, Inc.	Family Advocacy	"	"	\$17,000	\$14,658
Victims Resource Center	Court Related Services	7/1/09-6/30/10		\$24,000	\$20,693
Child Development Council of NEPA	"Unconditional" Child Care	"	"	\$17,000	\$14,658
Commission on Economic Opportunity	Case Management Rental Assistance	"	"	\$98,656 \$628,726	\$96,540 \$623,122
Domestic Violence Service Center	Bridge Housing	"	"	\$159,637	\$157,975

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING AGREEMENTS FOR:**

**AREA AGENCY ON AGING:**

Authorize the Chairman of the Board of Commissioners to execute a contract with Central Florida Coach Lines, Inc. (Auto-Bus Tours) for transportation for three (3) Pittston Senior Center trips to Hollywood Casino on 4/14/2010, Woodlock Pines on 7/18/2010, and Lancaster on 8/19/2010.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**AREA AGENCY ON AGING:**

Authorize the Chairman of the Board of Commissioners to execute an Agreement for the Area Agency on Aging to secure space at no charge in the Wyoming Valley Mall to promote the Senior Employment Program on February 12, 2010.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING SIGNATURES FOR:**

**AREA AGENCY ON AGING:**

A correction in rates for the Luzerne County Commissioners to sign a contract for Pike County to use a Luzerne County Foster Home for Foster Care Maintenance at \$24.00 per day, \$1.59 per day for clothing and \$20.00 per month for allowance for the period of 12/16/09-3/31/10.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING AUTHORIZATIONS FOR:**

**MENTAL HEALTH/MENTAL RETARDATION:**

The Luzerne County Commissioners authorizing the Mental Health/Mental Retardtion Program to sponsor an educational session, "Realistically Speaking: Growing UP with Down Syndrome," on March 26, 2010 at the Edgewood In the Pines, Drums, PA, as part of awareness activities promoting the successes of persons with intellectual disabilities during the month of March, which is nationally known as Intellectual Disabilities Awareness Month. All costs for the session will be underwritten by the Early Intervention training allocation.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**MENTAL HEALTH/MENTAL RETARDATION:**

The Luzerne County Commissioners authorizing the MH/MR Program to host an Annual Intellectual Disabilities (formerly Mental Retardation) breakfast in Wyoming County on March 19, 2010 at the Shadowbrook, Tunkhannock, PA, as part of awareness activities promoting the successes of persons with intellectual disabilities during the month of March, which is nationally known as Intellectual Disabilities Awareness Month. A fee will be charged to the attendants and refunded to the Mental Health/Mental Retardation Administrator's Office.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING AUTHORIZATIONS FOR:**

**OFFICE OF HUMAN SERVICES:**

Luzerne County Board of Commissioners to sign an Assurance of Compliance form for the Homeless Assistance Program revised Pre-Expenditure Budget for 2009/2010.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING APPLICATION SUBMISSION FOR:**

**OFFICE OF HUMAN SERVICES:**

The Luzerne County Commissioners authorize the Chairman of the Board of Commissioners to execute any and all documents necessary for the submission of a new grant application to the United States Department of Justice, Office of Violence Against Women for the Safe Havens Supervised Visitation and Safe Exchange Program.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**ENGINEER’S OFFICE – JOSEPH GIBBONS, ENGINEER**

**MOTION**

Request a Motion to Authorize the proper officials to approve and execute all documentation necessary for a grant award from the Pennsylvania Department of Transportation, Bureau of Aviation, issued to the Wilkes-Barre/Wyoming Valley Airport for the design and construction of Generic Visual Glide Slope Indicators. The grant award is in the amount of \$90,000.00. The Cost share for the project is 95% federal, 2.5% state and 2.5% local. The grant will be administrated using a design/build process.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**ROAD AND BRIDGE DEPARTMENT – JOSEPH GIBBONS, ENGINEER**

**MOTION**

Request a Motion to Authorize the proper officials to execute an open-end agreement, for a period of two years, with Arrow Land Solutions, LLC, 961 Old 6<sup>th</sup> Avenue road, Altoona, PA 16601 to provide professional real estate acquisition services for the Luzerne County Engineer’s Office for county infrastructure projects. Fees will be negotiated on a project by project basis using the attached classifications and hourly rates.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**COMMUNITY DEVELOPMENT – ANDY REILLY, DIRECTOR**

**MOTION**

Request a Motion adopting a resolution and authorizing the Office of Community Development to submit an application to the Pennsylvania DCED for funding through the Pennsylvania Emergency Shelter Grant Program for Ruth’s Place.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**MOTION**

Request a Motion to enter into a contract with Aircon Service Company for a 6-month period (January 1 through June 30, 2010) for HVAC service. The cost is \$470.00 for maintenance with repair service costs billed at \$55/hour.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**MOTION**

Request a Motion approving a grant for United Neighborhood Community Development Corporation in the amount of \$400,000 through the County’s Rental Housing Program. The County’s funding will be utilized for the conversion of the former Hitchner Biscuit Company building, into 14 work force 1 and 2 bedroom apartments, and 2 loft style market rate apartments. The building is located at 530 Exeter Ave., in West Pittston Borough.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**COMMUNITY DEVELOPMENT: (Continued)**

**MOTION**

Request a Motion approving a grant for Catholic Social Services of Wyoming Valley in the amount of \$400,000, over a two year period, through the County’s Rental Housing Program. The County’s funding will be utilized for the conversion of the former St. Hedwig’s School into 8 transitional housing units and 5 permanent housing units for homeless veterans. The building is located at 207 Zerby Avenue in Kingston.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**PLANNING COMMISSION – ADRIAN MEROLLI**

**MOTION**

Request a motion to adopt a resolution authorizing the filing and execution of the annual Transportation Planning Grant with PaDOT to fund the transportation planning activities for Fiscal Year 2010-2011 in the amount of \$ 266,485.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**MOTION**

Request action on the rezoning application of Michael Davis, 145 Hunlock Harveyville Rd., Hunlock Creek, Pa, seeking to rezone a portion of property on the South Side of Hunlock Harveyville Rd., Union Township, from a Single Family Residence District and a Highway Business District to an Agricultural District to have consistent zoning classification on the property and allow a residential use.

**It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_**  
**\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN**

**PURCHASING DEPARTMENT: FRANK A. PUGLIESE, JR., DIRECTOR**

**MOTION**

**REQUEST A MOTION TO ADVERTISE FOR BIDS:**

**RECREATION:**

**TURF MANAGEMENT FOR FORTY FORT RECREATION COMPLEX**

**COURT HOUSE:**

**OFFICE EQUIPMENT MAINTENANCE**

**PURCHASING DEPT:** (Continued)

**AREA AGENCY ON AGING:**

**JANITORIAL SERVICES FREELAND SENIOR CENTER**

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**BUREAU OF ELECTIONS:**

REQUEST A MOTION TO AWARD TOPP COPY THE CONTRACT FOR MAINTENANCE AGREEMENT FOR THE GESTETNER GDSM635SP, INCLUDING ALL PARTS, LABOR AND DRUM.CONTRACT PRICE \$1,733.19.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**BUREAU OF ELECTIONS:**

REQUEST A MOTION TO EXTEND 10 VOTING SYSTEMS ELECTION SYSTEMS AND SOFTWARE WARRANTY MAINTENANCE FOR THE ELECTION SYSTEMS & SOFTWARE, INC. CONTRACT PRICE \$17,300.00

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

MOTION

**BUREAU OF ELECTIONS:**

REQUEST A MOTION TO AWARD GBM THE CONTRACT FOR PREPAID SYSTEMS SUPPORT AGREEMENT FOR THE CONTRACT PRICE 100 HOURS @ \$72.00 PER HR.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**PURCHASING DEPT: (Continued)**

**MOTION**

**CONTROLLERS:**

REQUEST A MOTION TO APPROVE THE SERVICE AGREEMENT TO PAPER HANDLING EQUIPMENT PLUS, INC. FOR THE FD2000 FOLDER/SEALER. SERVICE AGREEMENT PRICE \$375.00.

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**OTHER PURCHASING BUSINESS:**

NO BIDS ON AMMUNITION FOR THE SHERIFF’S OFFICE, DISTRICT ATTORNEY’S OFFICE AND LUZERNE COUNTY CORRECTIONAL FACILITY.

**LCWIDA – RICHARD J. AMMON, EXECUTIVE DIRECTOR**

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING CONTRACT FOR THE PROVIDERS, SERVICES, TERMS, AND RATES SPECIFIED:**

<b><u>PROVIDER</u></b>	<b><u>SERVICE</u></b>	<b><u>TERM</u></b>	<b><u>RATE</u></b>
Luzerne County Community College	English as a Second Language Pre-Employment Warehouse Training	Feb. 2010 – Dec. 31, 2010	\$45,000.00
Manufacturers and Employers Association	English as a Second Language Pre-Employment Warehouse Training	Feb. 2010- Dec. 31, 2010	\$21,600.00

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ PETRILLA, \_\_\_\_\_ COONEY, \_\_\_\_\_ URBAN

**END OF DEPARTMENT HEAD REPORTS**

APPENDIX SHEET

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