

January 06, 2004

On the above date at 10:10 A.M following the Salary Board meeting, the Luzerne County Board of Commissioners convened their regularly scheduled meeting with the following present: Gregory A. Skrepenak, Chairman; Todd A. Vonderheid and Stephen A. Urban, Commissioners; Patricia Wilk, Acting Chief Clerk; James Blaum, County Solicitor; Joseph Loftus-Vergari, Director of Human Services; James Miller, Administrator of Valley Crest; Michael L. Morreale, Treasurer; Stephen L. Flood, Controller; James J. Brozena, County Engineer; John J. Glushefski, Director of Road & Bridge; William P. Burke, Director of Property and Supply,; Adrian F. Merolli, Director of Planning; Sandra Russell, Director of Community Development; Russell Arnone, Director of Budget /Finances.

Mr. Skrepenak called the meeting to order and asked everyone to join in saying the Pledge of Allegiance followed by a moment of Silent Prayer. It is noted that all meetings are electronically recorded.

Commissioner Skrepenak advised bids will be opened at this time in the Controller's Office.

PUBLIC COMMENT

Mary Camp questioned the Commissioners' Meeting schedule, specifically the quarterly meeting as to where it would be held and what time. Ms. Camp also requested agendas and related materials are available prior to the meeting. Commissioner Skrepenak confirmed there will be four quarterly evening meetings to be held at a yet to be confirmed location in Hazleton, PA. Commissioner Skrepenak further replied the schedule would be published shortly. Ms. Camp questioned when the Retirement Board meetings would be held. Mr. Flood responded they would be held the same day as the Commissioners' meetings.

Carl Goodwin, Former Chair of the Government Study Commission, questioned the \$15.1 million debt and the legality of the Commissioners petitioning the court for additional tax millage. Commissioner Skrepenak deferred to James Blaum, County Solicitor, for comment. Atty. Blaum replied he is aware of a program that allows political subdivisions under the Municipality Recovery Act to develop a plan and seek approval from the Department of Community Affairs before proceeding to court. Stephen Flood replied the millage needs to be reviewed further and Commissioner Urban responded an application to increase to the maximum 5 millage has been submitted. Atty. Blaum further added that 1 millage is for Recreation Taxes and was listed under the General Fund of the Budget at the December 30, 2003 meeting.

Dorothy Endriczi expressed her concerns of the present financial situation at Valley Crest and the Luzerne County Correctional Facility. Commissioner Skrepenak responded these items will be addressed and the Commissioners will work for a solution. Ms. Endriczi expressed her concerns in regards to the pay scale and current budget. Commissioner Urban stated he supports a reduction at Valley Crest and is in favor of going back and reversing some of the excesses. Commissioner Urban also addressed healthcare costs increased twenty-two percent and it was time that co-pays were considered.

Steve Flood raised the question of tax collection in certain cities and ways to create a more effective method of collection. Atty. Blaum responded he will review and advise in the future.

HUMAN SERVICE – JOSEPH LOFTUS-VERGARI, DIRECTOR

REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING PERSONNEL ACTIONS:

CHILDREN & YOUTH:

A Family Medical Leave of Absence for Helen Wright, Social Services Aide 3(ps#21-Y740-L0622-0006) effective December 11, 2003.

A Family Medical Leave of Absence for Peter James, Social Services Aide 3 (ps#21-Y740-L0622-0012) effective December 29, 2003.

MENTAL HEALTH/MENTAL RETARDATION:

A Correction in Salary for Linda Baldoni, Casework Supervisor (ps#21-M4440-L0626-0002) at an annual salary of \$32,398 effective December 12, 2003.

A Two Day Leave Without Pay for Nancy Welsh, Mental Health Program Specialist 2 (ps# 21-M440-L0752-0002) effective December 23 and 24, 2003.

It was moved by Commissioner Vonderheid, seconded by Commissioner Urban.
“AYES” SKREPENAK, VONDERHEID, URBAN

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HUMAN SERVICE: (cont.)

REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING TRAININGS AT A TOTAL COST OF APPROXIMATELY \$570:

<u>ATTENDEE</u>	<u>TITLE</u>	<u>LOCATION</u>	<u>DATE</u>	<u>APPROX. COST</u>
Olga Araujo	Eastern Conference on Child Abuse	Arlington, VA	2/26 – 2/27/04	\$570

It was moved by Commissioner Urban, seconded by Commissioner Vonderheid.
“AYES” SKREPENAK, VONDERHEID, URBAN

VALLEY CREST – JAMES MILLER, ADMINISTRATOR

No Agenda.

TREASURER’S OFFICE – MICHAEL L. MORREALE, TREASURER

Request a Motion to accept the following Financial Statement as submitted:

WACHOVIA BANK

General Fund	\$	-2,484,162.80
School, Road & Institution District		148,344.16
Real Estate Tax Sale Account		278,123.45
Self Insured Workers Compensation Fund		163,144.82
Court of Common Pleas – Domestic Relations IV-D Fund		408,811.84
Patients’ Personal Fund Account		108,634.92
911 Construction Fund		592,586.30
911 Operational Fund		6,245.17

PNC BANK, NORTHEAST, PA.

Luzerne County Fiscal Agencies:

Office for the Aging	\$	896,398.34
Children & Youth Department		929,290.03
Mental Health/Mental Retardation		30,799.09
Drug & Alcohol Program		42,805.49
Office of Human Services		87,905.69
Human Services Agencies/Transportation Department		3,399.87
Liquid Fuels Tax Fund		118,989.50
Luzerne County GWBIF Escrow Account		27,234.40
1997 Series Parking & Office Relocation Fund		11,225.94

CITIZENS BANK

Adult Probation Special Account	\$	896,897.55
Luzerne County Bridges		10,699.72
Hazardous Material Emergency Response Account		35,763.86
EMA Radiation Emergency Response Fund		32,473.71

FIRST NATIONAL COMMUNITY BANK

Luzerne County Convention and Visitors Bureau	\$	26,804.29
Luzerne County Agencies Account		883,150.25
Luzerne County Solid Waste Recycle Account		63,925.97
Luzerne County Property Tax Collection		96,004.20

FIDELITY DEPOSIT & DISCOUNT BANK

Wyoming Valley Airport Account	\$	41.20
Adult Probation/Offenders Supervision Fund		81,255.67
Tri-County Airport Feasibility Study		119,169.56
Luzerne County 2002 Capital Projects		6,181.14
Workman’s’ Compensation Insurance Reserve Account		307.36
Luzerne County 2003 Capital Projects		36,261.68

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepnak.
“AYES” SKREPENAK, VONDERHEID, URBAN

CONTROLLER'S OFFICE – STEPHEN L. FLOOD, CONTROLLER

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

Transportation Department:

Voucher No. 301094TR to 301104TR inclusive in the amount of **\$41,366.95**

Patients; Personal Fund:

Voucher No. 300443PP to 300446PP inclusive in the amount of **\$466.92**

Bureau for the Aging:

Voucher No. 304854AG to 304866AG inclusive in the amount of **\$25,188.54**

Children and Youth:

Voucher No. 307885CY to 307960CY inclusive in the amount of **\$2,655,148.21**

Mental Health/Mental Retardation:

Voucher No. 302723MM to 302741MM inclusive in the amount of **\$200,473.82**

Human Services:

Voucher No. 300520HS to 300528HS inclusive in the amount of **\$513,043.58**

Drug and Alcohol:

Voucher No. 300621DA to 300632DA inclusive in the amount of **\$87,483.46**

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.

“AYES” SKREPENAK, VONDERHEID, URBAN

Request a motion to reinstate the contract for computer services for Luzerne County for a period of five years with ACS, Inc. (see contract for details)

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.

“AYES” SKREPENAK, VONDERHEID, URBAN

Request a Motion to accept the following bids for tabulation subject to review by the county solicitor:

Valley Crest Nursing Home:

Meat

1. D.W. Richards Sons, Inc.	\$33,812.50	Bid Bond
2. Keyco	Units	Bid Bond

Luzerne County Court House:

Film

1. HPI International Inc.	\$46,260.35	Bid Bond
2. Focus Camera Inc.	\$51,524.15	Cash Ck
3. Ritz Camera Centers	Rejected	No Bid Security

Laser Paper

1. Whiteman Tower	\$30,870.00	Bid Bond
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Copy Paper

1. Phillips Supply Co.	\$12,200.00	Bid Bond
2. Whiteman Tower	\$16,380.00	Bid Bond
3. Paper 101	No Bid	

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.

“AYES” SKREPENAK, VONDERHEID, URBAN

COMMUNICATIONS – PATRICIA WILK, ACTING CHIEF CLERK

Request a Motion to adopt **Resolution #1062004A** of the Luzerne County Board of Commissioners (BOARD) whereby the BOARD commits, within one-hundred (100) day hereof, to present for it legislative action the following:

- a) 2004 Luzerne County Administrative Ordinance
- b) 2004 Luzerne County Personnel Ordinance
- c) 2004 Budget and Finance Ordinance

(Resolution attached dated January 6, 2004)

It was moved by Commissioner Urban, seconded by Commissioner Skrepenak.

“AYES” SKREPENAK, VONDERHEID, URBAN

COMMUNICATIONS: (cont.)

Request a Motion to authorize the Chairman of the Luzerne County Board of Commissioners to execute and submit a letter of intent to the Governor's Center for Local Government Services requesting technical assistance for budget reconciliation, multi-year financial planning, management oversight, economic development and deficit reduction assistance. Together with a follow-up evaluation by the Governor's Center to identify changes or improvements to operations as a result of the requested assistance.

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak
"AYES" SKREPENAK, VONDERHEID, URBAN

Request a Motion to adopt **Resolution #1062004B** authorizing the Luzerne County Board of Commissioners to approve a Task Force to develop a Comprehensive Recovery Program to address drug dependency and crimes related to it. (Resolution attached dated January 6, 2004)

It was moved by Commissioner Skrepenak, seconded by Commissioner Urban.
"AYES" SKREPENAK, VONDERHEID, URBAN

Request a Motion to ratify public advertising of Requests for Qualifications (RFQ) for Public Finance Consultants to assist the Board of Commissioners in performing a base-line analysis and offering recommendations for reconciliation of the 2004 budget and the design of a multi-year financial plan, such advertising having been made in the three newspapers of general circulation within the County of Luzerne for three days.

It was moved by Commissioner Urban, seconded by Commissioner Vonderheid.
"AYES" SKREPENAK, VONDERHEID, URBAN

Request a Motion to ratify an integrated financial accounting system contract with ACS.

It was moved by Commissioner Urban, seconded by Commissioner Vonderheid.
"AYES" SKREPENAK, VONDERHEID, URBAN

Request a Motion, as required by state law, to adopt a Resolution continuing a declaration of a state of emergency within the City of Hazleton and Hazle Township, Luzerne County, Pennsylvania. (**Resolution No. 0106004** attached dated January 6, 2004)

It was moved by Commissioner Vonderheid, seconded by Commissioner Urban.
"AYES" SKREPENAK, VONDERHEID, URBAN

ENGINEERING DEPARTMENT – JAMES J. BROZENA, COUNTY ENGINEER

No Agenda.

ROAD AND BRIDGE DEPARTMENT – JOHN J. GLUSHEFSKI, DIRECTOR

No Agenda.

PROPERTY AND SUPPLY – WILLIAM P. BURKE, DIRECTOR

No Agenda.

PLANNING COMMISSION – ADRIAN F. MEROLLI, DIRECTOR

No Agenda.

COMMUNITY DEVELOPMENT – SANDRA RUSSELL, DIRECTOR

No Agenda.

PERSONNEL – PATRICIA WILK, ACTING CHIEF CLERK

Request a Motion to approve the following Personnel actions:

APPOINT:

LUZERNE COUNTY COMMISSIONER'S OFFICE – PATRICIA WILK, 44 EAST 6TH STREET, WYOMING, ACTING CHIEF CLERK @ NO SALARY. EFFECTIVE JANUARY 5, 2004. TO FILL VACANCY.

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PERSONNEL: (cont.)

LUZERNE COUNTY COMMISSIONER'S OFFICE – PATRICIA WILK, 44 EAST 6TH STREET, WYOMING, EXECUTIVE SECRETARY @ \$38,000 PER ANNUM. EFFECTIVE JANUARY 6, 2004. TO FILL VACANCY.

LUZERNE COUNTY COMMISSIONER'S OFFICE – PAMELA B. DAVIS, REAR 632 NORTH MAIN STREET, WILKES-BARRE, EXECUTIVE SECRETARY @ \$38,000 PER ANNUM. EFFECTIVE JANUARY 6, 2004.

LUZERNE COUNTY CONTROLLER'S OFFICE – GLYNIS J. KOEHLER, 37 MAPLESEED DRIVE, DALLAS, CPA II/DEPUTY CONROLLER @ \$52,900 PER ANNUM. EFFECTIVE JANUARY 6, 2004.

LUZERNE COUNTY CONTROLLER'S OFFICE – PETER DAUCHERT, 124 CEDARWOOD DRIVE, LAFLIN, CPA I @ \$51,600 PER ANNUM. EFFECTIVE JANUARY 6, 2004.

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.
“AYES” SKREPENAK, VONDERHEID, URBAN

A Motion was entertained to adjourn the Commissioners' Meeting.

It was moved by Commissioner Urban, seconded by Commissioner Vonderheid.
“AYES” SKREPENAK, VONDERHEID, URBAN,

Respectfully,

Patricia Wilk, Recording Secretary