

On the above date at 10:00 A.M., 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; Samuel T. Guesto, County Manager for Legislation/Chief Clerk; James Blaum, County Solicitor; Joseph Loftus-Vergari, Director; James Miller, Administrator of Valley Crest; Michael L. Morreale, Treasurer; Stephen L. Flood, Controller; James J. Brozena, County Engineer; Adrian F. Merolli, Director of Planning; Sandra Russell, Director of Community Development; Salvadore Diaz, Chief of Budget and Finance.

Commissioner Gregory 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 announced bids are open in the Treasurers' Office.

Commissioner Skrepenak reviewed the protocol for Public Comment and directed Mr. Samuel Guesto, Chief Clerk, to ensure the five-minute time limit is adhered to.

Commissioner Skrepenak introduced Kathy Bozinski and Samuel Guesto for the presentation of the Proclamations.

Commissioner Skrepenak reminded everyone that if you wish to address the Commissioners to see Ms. Bozinski and sign in.

**COMMUNICATIONS – SAMUEL T. GUESTO, JR., CHIEF CLERK**

Samuel Guesto, Jr., County Manager for Legislation and Chief Clerk, announced the Board of Commissioners held an Executive Session at 3:30 PM on October 18, 2004 to discuss personnel issues.

Request a Motion to approve the minutes of the Commissioner's Meeting held on August 18 and September 1, 2004.

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

Wachovia Bank, Vouchers 411763GF - 412325GF  
County General Fund for 2004

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

PNC Bank, Vouchers 4006221LF – 400662LF  
Liquid Fuels for 2004

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

Wachovia Bank, Vouchers 400069WCF - 400074WC  
Workman's Compensation

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

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 No. 10132004** attached dated October 13, 2004 and **Resolution No. 1020004** attached dated October 20, 2004).

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

Request a Motion declaring a state of emergency as a result of damage caused by “Tropical Depression Ivan”. The Declarations are dated October 9<sup>th</sup> and October 16<sup>th</sup>, 2004.

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

Request a Motion to approve a “Resolution” honoring John Glusheski for his dedication as Director of Road and Bridge Department for Luzerne County

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

Request a Motion to approve a refund of payment on County Taxes for the years 2001 and 2002 for Donna Gavlick, 692 Grassy Pond Road, Sweet Valley, PA 18656, through the Assessor’s Office in the amount of \$272.30.

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

Request a Motion to recognize the tax exempt status granted to the Sewer Authority of the Township of Plains, for the tax year 2004 and forward by the Luzerne County Board of Assessment Appeals and forgive county taxes due for the year 2003.

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

Request a Motion to execute a proposed common boundary line agreement with David S. Morris, IV to resolve uncertainty as to the precise location of the common boundary lines between land owned by the County and land being acquired by David S. Morris, IV.

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

Request a Motion to continue to participate in the regional Comprehensive Economic Development Strategy Plan of the Northeastern Pennsylvania Economic Development District.

WHEREAS, LUZERNE COUNTY IS QUALIFIED FOR ASSISTANCE FORM THE ECONOMIC DEVELOPMENT ADMINISTRATION; AND

WHEREAS, THE NORTHEASTER PENNSYLVANIA ALLIANCE (NEPA) HAS DEVELOPED A COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY PLAN FOR SEVEN (7) COUNTIES OF NORTHEASTERN PENNSYLVANIA, INCLUDE LUZERNE COUNTY; AND

WHEREAS, THE COUNTY IS ELIGIBLE FOR THE FUNDING OF PROJECTS TO PROMOTE LONG-TERM GROWTH AND ENHANCEMENT; AND

WHEREAS, A COUNTY COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE HAS BEEN ORGANIZED TO WORK WITH THE NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) IN IDENTIFYING PROJECT PRIORITIES.

NOW, THEREFORE, WE, THE BOARD OF COMMISSIONERS OF THE COUNTY OF LUZERNE DO HEREBY DEESIRE TO CONTINUE TO PARTICIPATE IN THE REGIONAL COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY PLAN OF THE NORTHEASTERN PENNSYLVANIA ECONOMIC DEVELOPMENT DISTRICT.

ADOPTED BY THE LUZERNE COUNTY BOARD OF COMMISSIONERS ON THIS TWENTIETH DAY OF OCTOBER IN THE YEAR 2004.

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

Request a Motion to approve a proposed stipulation of counsel resolving the issues in the Petition of Pyrah Corporation, No. 2510-C of 2004.

Commissioner Urban referred to his earlier comments and requested clarification from Atty. Blaum on the amount, \$16,000. The Commissioner added he did not want to set any precedent here noting many people file requests to have their assessments change and as far as he knew it is usually the effective date of that approval is usually the date the taxes are changed and lowered. There is no grace and/or forgiveness for the period in between. This company bought a structure which they knew the condition of, they should have assessed it at that time and determined what the true costs were. While he would like to help every taxpayer out, he did not believe the burden of this taxpayer should be shifted onto other taxpayers, therefore he could not support this motion.

Commissioner Skrepenak questioned Atty. Blaum if the other taxing districts had approved this action and what the Pyrah Corporation is trying to do. Atty. Blaum acknowledged it was his belief that the other taxing districts had approved this action. Atty. Blaum added Atty. Neil O'Donnell is representing the County in this matter and it was his recommendation to follow through with this motion.

Commissioner Vonderheid explained the Pyrah Corporation is actually a group of neighbors headed by Atty. James Pyrah, who are acquiring a property in their neighborhood that is currently blighted and mitigate that damage with a little help from the taxing bodies related to the assessment differential from the time they moved to do it and the time the property was reassessed.

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

Request a Motion to execute Lease Agreement with PA Child Care, terms and conditions set forth. The lease is to commence on January 1, 2005 and subject to full review and concurrence of the County Solicitor.

Commissioner Skrepenak requested Mr. Guesto review the lease with PA Child Care to ensure this County is getting the best deal possible.

Commissioner Skrepenak clarified that the facility right now is a 48 bed facility; it will be a 60 bed facility in January. A similar facility with 70 beds was appraised at \$30 million he believed in Beaver County. The savings will come from the treatment side, the ability to rent out space and from reimbursements. That does not count the aggressive approach of the Courts who are trying to assist.

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

Request a Motion to approve a contract between Luzerne County Juvenile Probation Department and Northeast Counseling Services for \$120,000 for the period of November 1, 2004 to June 30, 2005.

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

Mr. Guesto turned over the agenda to Mr. Sam Diaz to present the quarterly financial report.

2004 Budget Summary & Recommendations:

- Luzerne County began 2004 with a deficit estimated to be at least \$23 million.
- The County's structural budget gap developed over many years, and will take more than one year to resolve.
- The February 2004 Budget Revision was the first step in this process, and positive initial progress has resulted:
  - The workforce has been reduced from 2,165 as of January 1, 2004 to 2,016 as of September 30, 2004, a reduction of 149 employees or 6.9% of the County's workforce.

- Health benefits plans were redesigned, employee contributions were introduced for management as the first step toward broader cost-sharing, as the County also shifted to a self-insured status. Savings for 2004 are projected to be approximately \$700K.
- Management wages were frozen for the third consecutive year;
- The 2004 net County subsidy toward the Valley Crest nursing home has been reduced from approximately \$3 million to a projected \$1.5 million through multiple initiatives, and approximately \$600K of retroactive Medical Assistance reimbursement revenues that are expected during the fourth quarter of 2004. An ongoing Task Force is actively working to further improve this facility and its finances;
- Revenues have been diversified and enhanced with new and increased charges in the Correctional Center (inmate processing), Register of Wills, Planning and Zoning, and other County departments.
- At the same time, some key budget challenges for the County have proven more difficult to contain than anticipated in the February Budget revision. Most significantly:
  - Tax collection rates remain very low. While only budgeted at an assumed 90.5% current collection rate – already well below statewide standards – actual receipts are not on track. Further, delinquent collections and related charges are also lagging significantly. Going forward, planned technology upgrades and an ongoing review of other potential changes are underway to achieve improvement, but are not anticipated to yield 2004 results:
    - Current projection: \$5.0 million shortfall
  - Juvenile placement costs continue to increase, while state reimbursements are lagging budget. Going forward, an interagency team is actively developing strategies to control these costs without compromising community needs, but 2004 trends will yield net overruns:
    - Current projection: \$3.3 million overrun net of reimbursement shortfall
- The February Budget Revision also recognized the County’s need for “breathing room” to address its long-term fiscal problems, and included nearly \$8.5 million in debt restructuring to provide current-year stability while a sustainable multi-year financial plan could be developed. That plan – drawing on work ongoing throughout the year on key issues such as Valley Crest and the County’s corrections facilities – is well underway, and will be submitted in tandem with 2005 Budget.
  - To date, however, only \$1.3 million of the planned \$8.5 million in debt restructuring initiatives have been implemented (funds from prior year workers’ compensation borrowings no longer needed have been released), while some of the other planned financing tools have not been available to the County in the financial markets (interest rate swaps).
  - Now, to ensure continued solvency to meet year-end obligations, it is time to implement more comprehensive debt restructuring.
  - In addition, due to adverse events such as those outlined above (e.g., tax collection shortfalls, and juvenile placement overruns), the amount of year-end debt restructuring now required is larger than originally anticipated.
  - Authorization is being requested for up to \$17.0 million in debt financing, with the Budget Office to work diligently over the weeks remaining prior to closing the issuance of restructuring debt to reduce this amount to the greatest extent possible and prudent.
- The mechanism now proposed for this debt restructuring is an “unfunded debt issuance” as has recently been authorized by multiple other regional local governments in these tough economic times. These units include:
  - Lackawanna County - \$20 million
  - City of Wilkes-Barre - \$10.8 million
  - City of Nanticoke - \$1 million
  - Berwick School District - \$6 million
- This borrowing will be repaid over a ten-year period, using a conservative repayment structure. Variable rate debt will be used to finance these costs so as to minimize future obligations. The costs of such repayment will be fully included in the County’s multi-year financial plan as a course is charted toward true structural budgetary balance.
- This need for such greater debt restructuring than was anticipated in February reflects the magnitude of the challenges against which Luzerne County is struggling. While important

initial progress has been made in 2004, the majority of the critical work required remains ahead.

Request a Motion to adopt resolution #10202004 authorizing the Board of Commissioners of Luzerne County, Pennsylvania to petition the Court of Common Pleas of Luzerne County for permission to fund unfunded debt in an amount not to exceed \$17,000,000; authorizing incidental action; and repealing inconsistent resolutions.

Commissioner Urban acknowledged and applauded Mr. Diaz's efforts and other department heads for their efforts in identifying cost saving measures. The Commissioner cited the "Debt Management Handbook",

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

Request a Motion to authorize the transfer of \$401,761.40 from the 2002 Capital Projects Bond Issue for items identified on Schedule "A" of Requisition 2002-31 that is attached.

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

Request a Motion to authorize the transfer of \$21,216.41 from the 2003 Capital Projects Bond Issue for items identified on Schedule "A" of Requisition 2003A-18 that is attached.

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

Request a Motion to authorize the transfer of \$149,000.05 from the 2003 Capital Projects Bond Issue Series B for items identified on Schedule "A" of Requisition 2003B-13 that is attached.

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

Mr. Guesto requested a Motion to go off the Agenda.

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

Request a Motion to a) ratify the filing of an action on behalf of the County of Luzerne by Christopher B. Jones, Esq. with the National Association of Securities Dealers (NASD) against Merrill Lynch Pierce Fenner & Smith, Inc. and the BCS&H Group, advisors to the Luzerne County Retirement Board which action was initiated on or about December 30, 2003 to NASD Docket #03-09204 and was originally approved by the previous Luzerne County Board of Commissioners at a public meeting on April 2, 2003 and b) to authorize the Chairman of the Board of Commissioners to execute a NASD Dispute Resolution Arbitration Uniform Agreement confirming such ratification of the existing action, or for resubmission of the complaint if necessary.

Atty. Jones explained that basically in the NASD Merrill Lynch has raised the defense that this Board has not properly authorized this case to go forward, that the original submission documents were executed by Commissioners Makowski and Pizano. This action is to diffuse that argument by stating that this Board is interested in the taxpayers, is interested in the Pensioners and they do desire the case to go forward. There is absolutely no down side to the County in this matter at all to have the NASD to review the actions of Merrill Lynch and the so-called fire sale that they conducted where they liquidated the pension fund and caused \$17 million realized loss. We are attempting to recapture that, this Board is showing its interests in the taxpayers and the pensioners by ratifying the original submission documents of Commissioners Makowski and Pizano and allowing this case to go forward before the NASD to say they agree or disagree that Merrill Lynch did wrong. If they agree there is a windfall coming back to this County.

Commissioner Urban requested further clarification pointing out that Merrill Lynch made the defense that this NASD action was never approved by this Board. The Commissioner acknowledged a motion was made on April 2, 2003, cited the original motion and added he could find any action of the previous Board to approve this specific action.

Commissioner Skrepenak requested Atty. Blaum clarify if the previous administration approved this action. Atty. Blaum responded the Board approved Atty. Jones to take action against Merrill Lynch, he believe a Writ of Summons was filed in the Court of Common Pleas, in addition Atty. Jones filed an action with NASD as a collateral jurisdiction. Questioning whether he believed this is an appropriate filing, he did, adding he thought it would be appropriate for the Board to approve this ratification. Adding, if the purpose of this is to promote the action that was brought on behalf of the Board of Commissioners to recapture or recoup funds that benefit the pensioners or the taxpayers he believed it would be in the best interest of the County.

Commissioner Urban responded there have been no discussions of the NASD filing on its merits with the Board adding he could not support an action referred to as approved by the previous Board when he could find no evidence of such action being taken.

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

**TREASURER'S OFFICE**

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

**LUZERNE COUNTY TREASURER'S OFFICE  
FINANCIAL STATEMENT  
October 20, 2004**

**WACHOVIA BANK**

General Fund.....	\$ 1,313,264.03
School, Road & Institution District.....	704,559.96
Real Estate Tax Sale Account .....	384,723.48
Self Insured Workers Compensation Fund.....	38,425.23
Court of Common Pleas - Domestic Relations IV-D Fund .....	1,018,044.14
Patients' Personal Fund Account .....	90,488.38
911 Construction Fund.....	45,812.92
911 Operational Fund.....	16,285.47

**PNC BANK, NORTHEAST, PA.**

Luzerne County Fiscal Agencies:

Office for the Aging .....	\$ 684,506.59
Children & Youth Department.....	981,490.53
Mental Health/Mental Retardation.....	72,392.74
Drug & Alcohol Program.....	7,202.54
Office of Human Services.....	7,022.96
Human Services Agencies/Transportation Department.....	8,499.87
Liquid Fuels Tax Fund .....	71,048.04
Luzerne County GWBIF Escrow Account.....	27,275.37
1997 Series Parking & Office Relocation Fund .....	0.00

**CITIZENS BANK**

Adult Probation Special Account .....	\$ 414,848.44
Luzerne County Bridges.....	10,800.02
Hazardous Material Emergency Response Account .....	66,702.72
EMA Radiation Emergency Response Fund.....	61.45

**FIRST NATIONAL COMMUNITY BANK**

Luzerne County Convention and Visitors Bureau .....	\$ 81,470.96
Luzerne County Agencies Account .....	763,149.71
Luzerne County Solid Waste Recycle Account .....	178,026.85
Luzerne County Property Tax Collection .....	72,146.27

**FIDELITY DEPOSIT & DISCOUNT BANK**

Wyoming Valley Airport Account.....	\$ 46.56
Adult Probation/Offenders Supervision Fund .....	13,159.09
Tri-County Airport Feasibility Study .....	35,686.34
Luzerne County 2002 Capital Projects .....	299,653.29
Workmans' Compensation Insurance Reserve Account.....	38,075.23
Luzerne County 2003 Capital Projects .....	49,660.63

**LUZERNE COUNTY TREASURER'S OFFICE  
CERTIFICATES OF DEPOSIT  
October 20, 2004**

<u>General Fund</u>	<u>\$7,500,000.00</u>
<u>School, Road &amp; Institution District</u>	<u>\$2,359,000.00</u>
<u>Real Estate Tax Sale Account</u>	<u>500,000.00</u>

<b>Self Insured Workers Compensation Fund</b>	<b>\$1,310,000.00</b>
<b>Court of Common Pleas - Domestic Relations IV-D Fund</b>	<b>\$600,000.00</b>
<b>911 Construction Fund</b>	<b>\$1,675,000.00</b>

**Luzerne County Fiscal Agencies:**

<b>Children &amp; Youth Department</b>	<b>\$1,000,000.00</b>
<b>Mental Health/Mental Retardation</b>	<b>\$2,950,000.00</b>
<b>Office of Human Services</b>	<b>\$315,000.00</b>
<b>Transportation Department</b>	<b>\$725,000.00</b>

<b>Liquid Fuels Tax Fund</b>	<b>\$690,000.00</b>
<b>Adult Probation Special Account</b>	<b>\$1,500,000.00</b>
<b>Hazardous Material Emergency Response Account</b>	<b>\$190,000.00</b>
<b>Luzerne County Agencies Account</b>	<b>\$1,510,000.00</b>
<b>Luzerne County Solid Waste Recycle Account</b>	<b>\$271,00.00</b>

**Total      \$23,095,000.00**

Request a Motion to accept the Treasurer’s report as presented.

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

**“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. 400781TR to 400848TR inclusive      in the amount of **\$1,851,261.44**

**Patients; Personal Fund:**

Voucher No. 400314PP to 400328PP inclusive      in the amount of **\$10,980.19**

**Bureau for the Aging:**

Voucher No. 403863AG to 404049AG inclusive      in the amount of **\$806,235.05**

**Children and Youth:**

Voucher No. 406039CY to 406202CY inclusive      in the amount of **\$4,596,954.50**

**Mental Health/Mental Retardation:**

Voucher No. 401908MM to 402035MM inclusive      in the amount of **\$3,562,983.23**

**Human Services:**

Voucher No. 400368HS to 400403HS inclusive      in the amount of **\$1,645,698.06**

**Drug and Alcohol:**

Voucher No. 400455DA to 400481DA inclusive      in the amount of **\$210,827.69**

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

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

\$93,449.26      Community Development Block Grant Program

\$154,141.35      HOME Investment Partnership Program

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**



Request a Motion to ratify and confirm the payment of \$13,173.58 for the Penn State Cooperative Extension, 16 Luzerne Ave, Suite 200, West Pittston, PA. This is the County's appropriation for the month of October.

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

Request a Motion to ratify and confirm the payment of \$490,000 to the Luzerne County Community College, 1333 Prospect St., Nanticoke, PA. This is the County's October 2004 appropriation

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

Request a Motion to issue a cash advance in the amount of \$169,000.00 to the Treasurer's Office to cover the November 2, 2004 General Election expenses.

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

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

**Luzerne County Court House:**

**Toner Cartridges: New & Re-Manufactured**

1. Leading Electronics, Inc.	\$9,660.48	Cash Ck
2. Corporate Express	\$46,059.76	Bid Bond

**Valley Crest Nursing Home:**

**Bread**

1. Butter Krust Baking Co.	\$7,727.10	Bid Bond
2. Nardone Bros. Baking Co.	No Bid	

**Beverages**

1. K&G Coffee	\$4,118.40	Cash Ck
2. Keyco	Units	Bid Bond
3. Schiffs Food Service	\$30,954.59	Bid Bond

**Dairy Products**

1. Schiffs Food Service	\$7,764.94	Bid Bond
2. Keyco	Units	Bid Bond

**Fresh & Frozen Foods**

1. Schiffs Food Service	\$9,520.10	Bid Bond
2. Karetas Foods	\$33,865.80	Bid Bond
3. Keyco	Units	Bid Bond

**Groceries & Non-Perishables**

1. Holt Distributing	\$6,899.15	Cash Ck
2. Karetas Foods	\$77,620.71	Bid Bond
3. Keyco	Units	Bid Bond
4. Herr Food Inc	\$609.00	Cash Ck
5. Schiffs Food Service	\$78,034.29	Bid Bond
6. Lance Inc.	Units	Bid Bond

**Hi Protein Supplements**

1. Schiffs Food Service	\$46,441.15	Bid Bond
2. Keyco	Units	Bid Bond

**Ice Cream**

1. J.M. Callahan & Sons	\$5,670.75	Cash Ck
2. Jack & Jill Ice Cream	\$5,253.95	Bid Bond

**Seafood Products**

1. Keyco	Units	Bid Bond
2. Karetas Foods	\$6,415.00	Bid Bond
3. Schiffs Food Service	\$6,603.00	Bid Bond

**Central Supply**

1. Med Plus Supply Co	\$15,320.50	Bid Bond
2. Xpedx	\$126,001.75	Bid Bond
3. Continental Health Equip	\$5,050.00	Cash Ck
4. Medline Industries	\$179,874.95	Bid Bond
5. Dailey Resources	\$190,017.35	Cash Ck
6. Druzak Medical Inc.	\$172,053.21	Bid Bond
7. Mercy Surgical Dressing Group	\$92,552.95	Bid Bond

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

**HUMAN SERVICE – JOSEPH LOFTUS-VERGARI, DIRECTOR**

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

<b><u>PROVIDER</u></b>	<b><u>SERVICES</u></b>	<b><u>TERM</u></b>	<b><u>RATE</u></b>
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**AGING:**

Allied Services	PDA Direct Service Worker	7/1/04-6/30/05	
\$9,000			
Commission on	Initiative to Recruit & Retain	“	“
\$35,000			
Economic Oppor.	Direct Care Staff		
Comfort Keepers	“	“	“
\$2,500			
(Hazleton)			
Riverside Adult	“	“	“
\$10,000			
Day Care Center			
Caregivers America	“	“	“
\$5,500			
Helpmates	“	“	“
\$500			
VNA/Personal Care	“	“	“
\$7,000			
Silver Care	“	“	“
\$10,500			
Caring Care	“	“	“
\$2,500			
Personal Care Home Health	“	“	“
\$1,000			

Fritzingertown Day Care	“	“	“
\$1,500			
Erwine’s Private Duty	“	“	“
\$19,000			
Bayada Nurses	“	“	“
\$2,500			
ARN, Inc.	“	“	“
\$5,054			
Berwick Day Care Center	“	“	“
\$1,000			
Comfort Keepers (Mountaintop)	“	“	“
\$2,500			
Associated Family Care	“	“	“
\$20,000			
Oakwood Terrace	“	“	“
\$500			

**PROVIDER                      SERVICES                      TERM                      RATE**

**CHILDREN & YOUTH SERVICES:**

Andres Yakupcin                      Auditing Services                      7/1/04-6/30/05                      \$27,306

**DRUG & ALCOHOL:**

Snyder & Clemente                      Auditing Services                      7/1/04-6/30/05                      \$18,000

**MENTAL HEALTH/MENTAL RETARDATION:**

Brian C. Corcoran, Esq.                      MR Legal Services                      7/1/04-6/30/05                      \$3,000

Snyder & Clemente                      Auditing Services                      7/1/04-6/30/05                      \$45,000

**OFFICE OF HUMAN SERVICES:**

Snyder & Clemente                      Auditing Services                      7/1/04-6/30/05                      \$20,000

**TRANSPORTATION DEPARTMENT:**

Andres Yakupcin                      Auditing Services                      7/1/04-6/30/05                      \$32,836

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

**ENGINEERING DEPARTMENT – JAMES BROZENA, DEPUTY COUNTY ENGINEER**

No Agenda

**VALLEY CREST – JAMES MILLER, ADMINISTRATOR**

No Agenda

**ROAD AND BRIDGE DEPARTMENT – JAMES BROZENA, ACTING DIRECTOR**

No Agenda

**PROPERTY AND SUPPLY – WILLIAM P. BURKE, DIRECTOR**

James Brozena read Property and Supply’s agenda into the record on behalf of Mr. Burke who was not in attendance.

Request a Motion to approve the following contracts for the providers for service specified:

**Valley Crest:**

Tab Textiles Co., Inc. 511 Pleasant Drive PO Box 2707 Opelika, AL 36801	TOTAL BID: \$10,989.00	4 Items-1-3-5-6
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A.T.D. American 135 Greenwood Ave. Wyncote, PA 19095	TOTAL BID: \$8,599.56.00	14 Items-2-4-13 15-16-17-21-22 25-26-30-32-34 35
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M.D. Brown Co. 239 Schuyler Ave. Kingston, PA 18704	TOTAL BID: \$4,189.20	4 Items-7-14-29 31
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Charm Tex 1618 Coney Island Ave. Brooklyn, NY 11230	TOTAL BID: \$1,190.92	5 Items-8-15-19 20-24
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It was moved by Commissioner Vonderheid, seconded by Commissioner Urban.

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**UNSUCCESSFUL BIDDERS:**

Shamrock Scientific Spec. Svs.	NO BID
Robinson Textiles	NO BID
No Bid Items: #9-10-11-12-23-27-28-33	

Request a Motion to Re-Bid No-Bid Items.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

Request permission to advertise the following for the Purchasing Department:

**Data Processing:**

Ten (10) Business Class Notebook Computers

Commissioner Urban requested this motion be tabled to allow to confirm the necessity of this purchase based on the expense.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**PLANNING COMMISSION – ADRIAN F. MEROLLI, DIRECTOR**

Adrian Merolli requested permission to open the record. Commissioner Skrepenak granted permission.

Request permission for approval of the rezoning request from John Clawson, 12 W. Kirmar Parkway, Nanticoke, PA, for property on the North Side of Railroad Street, about 700 ft. West of Alden Mt. Road, Alden, Newport Township, from a Mining District to a Two-Family Residence District to build a Single Family Residence. (2)

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

Mr. Merolli requested permission to close the record.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**COMMUNITY DEVELOPMENT – SANDRA RUSSELL, DIRECTOR**

No Agenda

**PERSONNEL – SAMUEL T. GUESTO, COUNTY MANAGER FOR LEGISLATION AND CHIEF CLERK**

**REQUEST A MOTION TO APPROVE THE FOLLOWING APPOINTMENTS AT: LUZERNE COUNTY 911:**

**TWO (2) TELECOMMUNICATORS @ \$21,500.00 per annum, effective October 22, 2004.**

To fill vacancies.

KIMBERLY MATRICCINO, 106 E. BENNETT STREET, KINGSTON,  
MARY ELIZABETH DEROLF, 113 POPLAR STREET, WILKES-BARRE,

JUDY HOLDA, 108 WEST HARTFORD STREET, ASHLEY,

**DATA CONTROL SPECIALIST @ \$20,846.00 per annum, effective October 22, 2004.**

To fill vacancy.

**AT: VALLEY CREST:**

Amy Fermier	RN-7-3	Effective 10/11/04
1282 Mountain View Drive		\$38,660.00
Dallas, Penna.		

Deborah Ciannicci	LPN-3-11	Effective 10/13/04
4 Carroll Street	Per Diem	\$16.46/Hour
Pittston, Penna.		

Thomas Weaver	CNA-3-11	Effective 10/11/04
993 N. Locust Street		\$19,848.00
Hazleton, Penna. 18201		

**AT: AGING:**

The following as Aging Care Manager 2’s at an annual salary of \$25,325 effective October 25, 2004:

- (ps# 10-G140-L0635-0035) Deborah Switzer, West Pittston
- (ps# 10-G140-L0635-0037) Mary Ellen Jendrey, Mountain Top

**AT: CHILDREN & YOUTH:**

Renee Demko, Glen Lyon as a Caseworker 2 (ps# 21-Y740-L0624-0037) at an annual salary \$26,825 effective October 22, 2004.

**AT: TRANSPORTATION:**

Anita Growhoski, Shavertown as a Part Time Driver (ps# 86-LWCTD-9202-0051) at an hourly rate of \$8 effective October 12, 2004.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**REQUEST A MOTION TO APPROVE THE FOLLOWING RECLASSIFICATIONS**

**AT: CHILDREN & YOUTH:**

Mark Schrode to Children, Youth and Families Program Specialist 1 (ps# 21-Y740-L0747-0002) at an annual salary of \$47,156 effective October 22, 2004.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**AT: TRANSPORTATION:**

Eric Hollick to Manager of External Operations (ps# 86-LWCTD-MP821-0001) at an annual salary of \$32,954 effective October 22, 2004.

Request this Motion be tabled until such time as the Salary Board convenes to discuss and approve.

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING PAY ADJUSTMENT**  
**AT: CHILDREN & YOUTH:**

A \$1,000 Certification Pay Adjustment for James Nardone, Caseworker 2 (ps# 21-Y740-L0624-0095) at an annual salary of \$28,130 effective October 8, 2004.

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

**REQUEST A MOTION TO APPROVE A CHANGE IN STATUS**  
**AT: TRANSPORTATION:**

For Daniel Schramm from Part Time Driver to Full Time Driver (ps# 86-LWCTD-9201-0012) at an annual salary of \$17,680 effective November 5, 2004.

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING RESIGNATION**  
**AT: ROAD AND BRIDGE DEPARTMENT**

JOHN J. GLUSHEFSKI, DIRECTOR OF ROAD & BRIDGE – ASSISTANT COUNTY ENGINEER, EFFECTIVE OCTOBER 22, 2004.

**AT: AGING:**

Claire Adams, Alternate Food Service Worker 1 (ps# 10-G140-L1031-9007) effective October 29, 2004.

**AT: CHILDREN & YOUTH:**

ShaQuan Wiggins Caseworker 2 (ps# 21-Y740-L0624-0069) effective October 8, 2004.

**AT: MENTAL HEALTH/MENTAL RETARDATION:**

Holly Harrison, Clerk Typist 2 (ps# 21-M440-L0032-0004) effective October 15, 2004.

**AT: TRANSPORTATION:**

Ernest Tressa, Part Time Driver (ps# 86-LWCTD-9202-0051) effective September 16, 2004.  
Rachel Miers, Part Time Driver (ps# 86-LWCTD-9202-0055) effective October 1, 2004.

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING RETIREMENT**  
**AT: CONTROLLERS OFFICE**

Margaret Walutes, Clerk 11, 57 East Sixth Street, Wyoming,  
Effective September 17, 2004.

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING TERMINATION:**  
**AT: VALLEY CREST:**

Carol Y. Bieschke  
RR#1, Box 96AA

CNA-3-11

Effective 10/1/04  
Termination

Noxen, Penna.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**REQUEST A MOTION TO APPROVE THE FOLLOWING LEAVE OF ABSENCE**

**AT: CHILDREN & YOUTH:**

A Correction in the date of a Military Leave of Absence Without Pay for Jeffrey Setser, Caseworker 2 (ps# 21-Y740-L0624) effective October 15, 2004.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**CONTINUING EDUCATION:**

**REQUEST A MOTION TO APPROVE THE FOLLOWING SEMINAR FOR VALLEY**

**CREST EMPLOYEE:**

Request approval for Susan Cooper to attend a one-day seminar for Pennsylvania Notary Training in Scranton, Penna., on November 8, 2004. Total Cost: \$74.00.

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**REQUEST A MOTION TO APPROVE THE FOLLOWING TRAINING:**

**AT LUZERNE COUNTY WORKFORCE INVESTMENT DEVELOPMENT AGENCY:**

**Keith Perluke - Job Developer, LCWIDA**

Destination: Valley Forge Hilton, King of Prussia, PA

**Symposium on "Career Link Management"**

One-day trip - October 20, 2004, estimated costs - \$103.

**Ms. Lisa Hawk, Reports' Coordinator - LCWIDA**

Destination – Harrisburg (location to be determined)

Dates: NOVEMBER 10, 2004, 2004

Symposium - Training and Staff Development Technical Workgroup

Estimated costs: \$100

**Ms. Lisa Hawk, Reports' Coordinator - LCWIDA**

Destination - State College, PA

Dates: October 26/27, 2004

CareerLink Management Team Symposium

Estimated costs: \$260

**AT LUZERNE COUNTY WORKFORCE INVESTMENT DEVELOPMENT AGENCY:**

**Ms. Lisa Hawk, Reports' Coordinator - LCWIDA**

Destination: Philadelphia (Location to be named)

Dates: November 8, 9 10, 2004

Purpose: Youth Forum 2004

Estimated costs: \$360

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

**“AYES” SKREPENAK, VONDERHEID, URBAN**

**REQUEST A MOTION TO APPROVE/RATIFY THE FOLLOWING TRAININGS FOR A TOTAL COST OF APPROXIMATELY \$1,916:**

<u>ATTENDEE</u>	<u>TITLE</u>	<u>LOCATION</u>	<u>DATE</u>	<u>APPROX. COST</u>
<b><u>AT: AREA AGENCY ON AGING:</u></b>				
Sharon Consodine	New Horizons In Care Mgmt.	Mechanicsburg	10/21-10/22/04	\$158
Lynn Cronauer	Geropsychiatric	Dickson City	10/27/04	\$120
Mary Dliberto	Issues 2004			
Debbie Milz				
Anne Rappaport	Senior Corp.	State College	11/4-11/5/04	\$262

Mary Lou Zerfoss      Quarterly Mtg.  
 Joe Giebus              Apprise Planning      Boiling Springs      11/17-11/18/04      \$216  
 Anne Rappaport

**AT: CHILDREN & YOUTH:**

Evangeline White      Childhood      Scranton      10/8/04      \$77  
                                  Depression  
 Emily Intelicato      Evaluating Claims      Scranton      11/5/04      \$62  
                                  of Effectiveness  
                                  in Treatment  
 Emily Intelicato      Legal & Ethical      Scranton      10/18/04      \$107  
                                  Issues for Mental  
                                  Health Practitioners

**AT: DRUG & ALCOHOL:**

Michael Donahue      PACDAA      Altoona      10/20-10/22/04      \$140  
                                  Quarterly Meeting  
 Steven Ross              SCA Fiscal      State College      11/4-11/5/04      \$189  
                                  Officer's Conf.

**AT: MENTAL HEALTH/MENTAL RETARDATION:**

James Gallagher      MH/MR PAAP      State College      11/17-11/19/04      \$510  
 Joe Petrizzi              Fall Quarterly  
                                  Meeting

**AT: OFFICE OF HUMAN SERVICES:**

Carlie Wetzel              Interviewing      Wilkes-Barre      11/18/04      \$20  
                                  Victims of  
                                  Sexual Abuse  
 Carlie Wetzel              Regional Forum      Pittston      10/26/04      \$15  
                                  on Diversity  
                                  Demographic  
                                  Trends

<u>ATTENDEE</u>	<u>TITLE</u>	<u>LOCATION</u>	<u>DATE</u>	<u>APPROX. COST</u>
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**AT: OFFICE OF HUMAN SERVICES:**

Joe Loftus- Vergari	Services to Individuals	Wilkes-Barre	10/29/04	\$20
Carlie Wetzel	Experiencing Post Traumatic Syndromes			

It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepnak.  
**“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