

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; Jack McCutcheon, Personal Director; James Miller, Administrator of Valley Crest; Michael L. Morreale, Treasurer; Stephen L. Flood, Controller; 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; 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.

### **PUBLIC COMMENT**

Commissioner A.J. Munchak, Lackawanna County, on behalf of the Lackawanna County Board of Commissioners congratulated the Luzerne County Commissioners on their success winning the First Annual Blood Drive Challenge and presented ten pounds of Kielbasa, their wager for the challenge. The drive, held on Wednesday, September 8th, 2004, had a goal of at least 100 pints of productive (useable) blood. Luzerne County finished the one-day drive with 135 usable pints to Lackawanna County's 116 usable pints. Commissioner Munchak noted that there were no real losers because in total there were 251 winners (usable pints).

American Red Cross representatives were present to congratulate both Counties on their efforts and to present the Luzerne County Board of Commissioners with Perpetual Trophy and the Lackawanna Board of Commissioners with a Certificate of Appreciation.

Commissioner Skrepenak, on behalf of the Luzerne County Board of Commissioners, thanked everyone for their support and with a special thank you to Commissioner Munchak for spearheading this effort.

Tom Dombroski, Kingston Township, provided comment on the closing off the upper area of the parking lot located on River Street and recommended that the lower area should be opened up to the general public. Mr. Dombroski commented on the final report on the recommendations for the Reassessment Contract. He complimented the assistance of Mr. Tony Alu, Director, Assessment Office. Finally, he complimented the Commissioners on the individuals who were appointed to the Valley Crest Committee and believed this would be a very productive effort.

Steve Flood, Controller, requested permission to proceed in the investigating of cell phones for some of the employees referencing recent discussions with Sam Guesto, Chief Clerk. Commissioner Skrepenak, on behalf of the Board, acknowledge and provided permission for Mr. Flood to proceed, recommending he continue to coordinate with Mr. Guesto and also ensure coordination with Sam Diaz, Chief of Budget and Finance.

Mary Kamp, Wilkes-Barre, provided comment on recent articles she read concerning the Juvenile Detention Center, specifically the use of PA Childcare in Pittston. Commissioner Skrepenak responded the Juvenile Detention Center in Wilkes-Barre is being included in the assessment and analysis of the Correctional Facility being conducted by the Kimball Group. In response to the use of PA Childcare, it is up to the Courts as to what facility a child is sent to depending on what requirements are needed.

**PUBLIC COMMENT: (cont.)**

Commissioner Urban provided comment acknowledging the costs involved is higher in housing our juveniles in other facilities as opposed to our own facility but is waiting for the meeting with the Kimball Group next week to have all the facts, although he believed it would still be more cost effective to build a new facility rather than continue to pay for the detention at other facilities.

Ms. Kamp questioned what the County deficit is right now and Sam Diaz, Chief of Budget and Finance responded the third quarter report is due next month and estimated the current deficit at \$15 million. Commissioner Vonderheid responded the Board is also looking ahead to what the deficit will be as of January 1, 2005, estimating the current deficit coupled with the projected 2005 deficit would bring the total to an estimated \$33 million.

Commissioner Skrepenak thanked everyone for his or her comments.

**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 1:30 PM on September 10, 2003 to discuss personnel issues.

Request a Motion to approve the minutes of the Commissioner's Meeting held on August 5, 2004.

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

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

Wachovia Bank, Vouchers 410672GF - 410941GF  
County General Fund for 2004

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

PNC Bank, Vouchers 400561LF – 400577LF  
Liquid Fuels for 2004

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

Wachovia Bank, Vouchers 400057WCF - 400063WC  
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. 09082004** attached dated September 08, 2004, **Resolution No. 09152004** attached dated September 15, 2004).

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

**COMMUNICATIONS: (cont.)**

Request a Motion to approve a refund for the overpayment of taxes for 2003 for SBA Towers, Inc. in the amount of \$899.18.

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

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

Request a Motion to delay the implementation of real estate taxes on Outdoor Advertising Structures until the 2005 tax year.

Attorney David Schwager, representing the County, provided an overview of the recent lawsuits filed by Lamar Advertising arguing 1) Whether or not County imposition constitutional and 2) Whether Billboards are real estate or personal property and if they are in fact taxable.

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

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

Request a Motion to **forgive** county real estate taxes due on properties at **61 South Main Street (PIN# 73-H9SE2-026-020), 66 South Main Street (PIN# 73-H9SE2-024-003), 70 South Main Street (PIN# 73-H9SE2-024-02A) and 72 – 72 ½ 74 – 76 South Main Street (PIN# 73-H9SE2- 024-001)** which are owned by the Redevelopment Authority of the City of Wilkes-Barre, an organization that has been granted tax exempt status by the Luzerne County Board of Assessment Appeals.

The property at **68 South Main Street (PIN# 73-H9SE2-024-002)** is not tax exempt, however the Honorable Thomas M. Leighton, Mayor of the City of Wilkes-Barre, requests the county forgive delinquent taxes on that property to facilitate a downtown revitalization project.

Commissioner Urban voted to approve the motion with the **exemption** of the property at **68 South Main Street (PIN# 73-H9SE2-024-002), which he voted against.**

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

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

Request a Motion to approve the following Genreal Fund Budget Transfers:

1. \$1,475,000 from Valley Crest Employee Benefits – Health Care to Insurance and Benefits – Health Care.
2. \$35,000 from Commissioners – Contracted Services to Personnel/Budget – Contracted Services/Consultant.
3. \$3,532 from Dikes – Salaries to Sheriff – Overtime.
4. \$30,000 from General Fund Contingency to Miscellaneous General Contracted Services.

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

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

Request a Motion to approve an agreement with Avail Technologists, State College, PA, to provide a professional needs assessment of potential benefits of a Mobile Data Terminal/Automatic Vehicle Locator (MDT/AVL) system as applied to the Luzerne/Wyoming Counties Transportation Department at a total cost of \$9,350.

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

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

Request a Motion for the following Tax Claim Bureau employees to attend the annual Tax Claim Bureau Association convention to be at the East Mountain Inn, Wilkes-Barre, PA at a cost of \$200.00 per person.

**COMMUNICATIONS: (cont.)**

Ms. Virginia Augello, Director; Attorney Neil T. O'Donnell, Solicitor; MaryEllen Onuschak, JoanAnn Zapotocki, Mary Gaffney, Cathy Shappert and Nadin Price.

The Tax Claim Bureau will be hosting the PA State Tax Claim Bureau Association in Luzerne County on October 12,13, and 14, 2004.

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

Request a Motion to authorize the transfer of **\$3,861,066.04** from the **2002 Capital Projects Bond Issue** for items identified on **Schedule “A” of Requisition 2002-30** 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 **\$67,160.21** from the **2003 Capital Projects Bond Issue Series A** for items identified on **Schedule “A” of Requisition 2003A-17** 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 **\$4,112.18** from the **2003 Capital Projects Bond Issue Series B** for items identified on **Schedule “B” of Requisition 2003B-12** that is attached.

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

Request a Motion to seek companies to respond to the **Request for Proposal (RFP) for Luzerne County Recreation Plan.**

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

Request a Motion to go off the Agenda.

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

No Public Comment

Request a Motion to:

- A) Approve the request of **Susquehanna Coal Company**, successor-in-interest to the Shamokin –Newport Coal Company to redeem certain real estate situate in Newport Township which was taken at tax sale on October 24, 1961 for the sum of \$61,118.71 representing all taxes, interest and costs due thereon at time of such tax sale.
- B) To authorize the chairman of the Board of Commissioners to execute a Deed of Redemption form the County of Luzerne to Susquehanna Coal Company upon receipt of payment of \$61,118.71 referenced in “A” above.

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

**TREASURER’S OFFICE**

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

**LUZERNE COUNTY TREASURER’S OFFICE  
FINANCIAL STATEMENT  
September 15, 2004**

**WACHOVIA BANK**

General Fund.....	\$ 2,898,734.39
School, Road & Institution District.....	557,344.53
Real Estate Tax Sale Account .....	483,334.43
Self Insured Workers Compensation Fund.....	40,471.10
Court of Common Pleas - Domestic Relations IV-D Fund .....	1,034,764.29
Patients’ Personal Fund Account .....	93,294.59
911 Construction Fund.....	19,082.10
911 Operational Fund.....	1,553.29

**PNC BANK, NORTHEAST, PA.**

Luzerne County Fiscal Agencies:	
Office for the Aging .....	\$ 585,434.64
Children & Youth Department.....	607,419.79
Mental Health/Mental Retardation.....	62,970.50
Drug & Alcohol Program.....	106,229.44
Office of Human Services.....	3,698.07
Human Services Agencies/Transportation Department.....	11,871.92
Liquid Fuels Tax Fund .....	53,206.58
Luzerne County GWBIF Escrow Account.....	27,270.75
1997 Series Parking & Office Relocation Fund .....	1,152.00

**CITIZENS BANK**

Adult Probation Special Account .....	\$ 345,417.83
Luzerne County Bridges.....	10,786.00
Hazardous Material Emergency Response Account .....	66,898.39
EMA Radiation Emergency Response Fund.....	10,070.96

**FIRST NATIONAL COMMUNITY BANK**

Luzerne County Convention and Visitors Bureau .....	\$ 45,089.67
Luzerne County Agencies Account .....	729,336.04
Luzerne County Solid Waste Recycle Account .....	181,339.03
Luzerne County Property Tax Collection .....	58,472.38

**FIDELITY DEPOSIT & DISCOUNT BANK**

Wyoming Valley Airport Account.....	\$ 46.56
Adult Probation/Offenders Supervision Fund .....	30,030.90
Tri-County Airport Feasibility Study .....	35,822.34
Luzerne County 2002 Capital Projects .....	6,451.82
Workmans’ Compensation Insurance Reserve Account.....	38,068.40
Luzerne County 2003 Capital Projects .....	36,641.99

**TREASURERS: (cont.)**

**LUZERNE COUNTY TREASURER’S OFFICE  
CERTIFICATES OF DEPOSIT  
September 9, 2004**

<b>General Fund</b>	<b>\$22,000,000.00</b>
<b>School, Road &amp; Institution District</b>	<b>\$4,365,000.00</b>
<b>Self Insured Workers Compensation Fund</b>	<b>\$1,200,000.00</b>
<b>Court of Common Pleas - Domestic Relations IV-D Fund</b>	<b>\$600,000.00</b>
<b>911 Construction Fund</b>	<b>\$1,700,000.00</b>
<b>Luzerne County Fiscal Agencies:</b>	
<b>Mental Health/Mental Retardation</b>	<b>\$6,650,000.00</b>
<b>Office of Human Services</b>	<b>\$310,000.00</b>
<b>Transportation Department</b>	<b>\$743,920.00</b>
<b>Liquid Fuels Tax Fund</b>	<b>\$740,000.00</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>\$271,400.00</b>
<b>Total</b>	<b>\$41,779,920.00</b>

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:

<b>Transportation Department:</b>	
Voucher No. 400686TR to 400719TR inclusive	in the amount of <b>\$1,099,345.56</b>
<b>Patients; Personal Fund:</b>	
Voucher No. 400283PP to 400299PP inclusive	in the amount of <b>\$9,354.58</b>
<b>Bureau for the Aging:</b>	
Voucher No. 403287AG to 403436AG inclusive	in the amount of <b>\$644,383.92</b>
<b>Children and Youth:</b>	
Voucher No. 405350CY to 405457CY inclusive	in the amount of <b>\$418,429.90</b>
<b>Mental Health/Mental Retardation:</b>	
Voucher No. 401675MM to 401760MM inclusive	in the amount of <b>\$1,939,269.29</b>
<b>Human Services:</b>	
Voucher No. 400324HS to 400343HS inclusive	in the amount of <b>\$1,457,201.62</b>
<b>Drug and Alcohol:</b>	
Voucher No. 400399DA to 400409DA inclusive	in the amount of <b>\$285,150.17</b>

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

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

**CONTROLLERS: (cont.)**

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

\$185,626.23	Community Development Block Grant Program
\$5,982.17	Business Development Loan Program
\$43,094.50	HOME Investment Partnership Program

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

Request a Motion to ratify and confirm the payment of \$13,173.58 to the Penn State Cooperative Extension, 16 Luzerne Ave, Suite 200, West Pittston, PA. This is the County’s appropriation for the month of September 2004.

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 appropriation for the month of September 2004.

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.

***Luzerne County Court House:***

*Copy Paper*  
*Laser Paper*

***Luzerne/Wyoming Counties Transportation Department:***

*Sale of Computer Equipment*

***Valley Crest Nursing Home:***

*Bio-Medical Waste Removal*

***Luzerne County Convention & Visitors Bureau:***

*Visitors Guide (Fall/Winter)*

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

**HUMAN SERVICE – JACK McCUTCHEON, PERSONAL 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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**AREA AGENCY ON AGING:**

PA Real Estate Academy	Title V Training	9/1/04-6/30/05	\$1,200
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**HUMAN SERVICE: (cont.)**

<b><u>PROVIDER</u></b>	<b><u>SERVICES</u></b>	<b><u>TERM</u></b>	<b><u>RATE</u></b>
<b><u>CHILDREN &amp; YOUTH:</u></b>			
WVHCS-Hospital d/b/a Pennant Laboratory Serv	\$37 Drug/Abuse (11 Panel) \$20 Confirmation of positive Screen per drug confirmation	7/1/02-6/30/03	\$32,408.98
St. Michael's School	RTF-MA50 (Room and Board)	7/1/04-6/30/05	\$99.79/day
Edison Court	Residential	" "	\$230.77/day
Vision Quest	Madalyn Lady of the Lake	" "	\$260.10/day

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

**A MOTION TO APPROVE/RATIFY THE FOLLOWING CONTRACT AMENDMENT FOR THE PROVIDER, SERVICES, TERM AND RATES SPECIFIED:**

<b><u>PROVIDER</u></b>	<b><u>SERVICES</u></b>	<b><u>TERM</u></b>	<b><u>RATE</u></b>	
			<b><u>FROM</u></b>	<b><u>TO</u></b>

**OFFICE OF HUMAN SERVICES:**

Luzerne-Wyoming Counties Transportation Dept.	Transportation Services	7/1/04-6/30/05	\$134,445	\$149,998
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It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.  
**"AYES" SKREPENAK, VONDERHEID, URBAN**

**ENGINEERING DEPARTMENT – JOHN GLUSHEFSKI, DEPUTY COUNTY ENGINEER**

Request a Motion to award the automatic **External Defibrillators Contract** to the low bidder, the **American Red Cross**, in the amount of **\$41,100.00**.

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

Request a Motion to award the furnishing and delivering of **#2 Fuel Oil Contract** to the low bidder, **Naughton Energy**, with the **differential and profit total of \$0.0365.**

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

Request a Motion to award the **Natural Gas** on a **Primary Firm Basis Contract** to the low bidder, **UGI Energy Service, Inc**, at the **Monthly NYMEX Close Plus \$1.25 per Decatherm.**

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

Request a Motion to authorize the proper officials to execute an agreement, **in the not to exceed amount of \$30,772.38**, with **Borton Lawson Engineering** for the design of the **Runway 7/25 Profile Repair** at the **Wyoming Valley Airport.**

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



**HUMAN SERVICE: (cont.)**

Request a Motion for permission to advertise for the **Obstruction Removal Contract** at the **Wyoming Valley Airport**.

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

**VALLEY CREST – JAMES MILLER, ADMINISTRATOR**

No Agenda

**ROAD AND BRIDGE DEPARTMENT – JOHN J. GLUSHEFSKI, DIRECTOR**

No Agenda

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

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

**Data Processing Department:**

**Renewal of existing Novell Upgrade Protection Options for Luzerne County DPC**

ISS-International Shared Services 850 Sans Souci Parkway Box 134 Wilkes-Barre, PA 18702	TOTAL: <u>\$63,860.18</u> Total Two (2) Year Full Term Novell Upgrade Protection
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**Luzerne County Courthouse:**

**Janitorial:**

Northeast Penn Supplies 310 Depot Street Scranton, PA 18509	TOTAL BID: \$20,682.00	1 Item #1
Whiteman Tower 1100 Hanover Street Wilkes-Barre, PA 18706	TOTAL BID: \$19,781.20	19 Items #2-3-5-9 10-11-12-26-29 32-35-37-38-39 40-41-43-45-60
Franz Janitorial 27 <sup>th</sup> & N. Church Sts. PO Box 57 Hazleton, PA 18201	TOTAL BID: \$17,806.25	5 Items #6-8-19 25-27
Philip Rosenau Co. 750 Jacksonville Road C-5000 Warminster, PA 18974	TOTAL BID: \$11,860.35	12 Items #7-21-22 23-24-28-36-46 51-61-62-63
Master Chemical Co. 201 Carey Ave. PO Box 1185 Wilkes-Barre, PA 18773-1185	TOTAL BID: \$ 5,930.56	21 Items #4-15-16 18-20-31-33-34 42-44-47-49-50 52-53-54-55-56 57-58-59
Phillips Supply Company Beade Street, PO Box 30	TOTAL BID: \$ 3,583.50	1 Item #13

Plymouth, PA 18651-0030

**PROPERTY & SUPPLY: (cont.)**

XPEDX TOTAL BID: \$ 1,872.00 2 Items #14-30  
211 House Ave  
Camp Hill, PA 17011

Wyoming Equipment Sales TOTAL BID: \$ 1,246.25 2 Items #17-48  
PO Box 287  
10 Apollo Drive  
West Wyoming, PA 18644

**UNSUCCESSFUL BIDDER:** Independent Chemical: \$3,100

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

**Luzerne/Wyoming Counties Transportation Dept.:**

**To furnish and deliver three (3) Accessible Raised Roof Vans**

Accubuilt Inc. TOTAL BID: \$99,000.00  
2550 Center Point Parkway  
Lima, Ohio 45804

**UNSUCCESSFUL BIDDERS:**

Ilderton Conversion Co. TOTAL BID: \$109,446.00  
701 S. Main Street  
High Point, NC 27261

Bus Service Inc. TOTAL BID: \$104,700.00  
14208 Reeder Ave, NE  
Alliance, OH 44601

Roher Bus Sales TOTAL BID: \$100,827.00 Rejected-No Bid Security  
PO Box 100, RTS 11 & 15  
Duncannon, PA 17020-0100

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

Request a Motion for permission to advertise the following for **Bureau of Elections:**

- Provisional Ballot Materials
- Judges Supply Boxes
- Precinct Poll Books

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

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

No Agenda

**COMMUNITY DEVELOPMENT – SANDRA RUSSELL, DIRECTOR**

Request a Motion authorizing the adoption of a resolution by the Board of Commissioners of the County of Luzerne, approving one loan totaling \$1,000,000 for activities to be carried out through the County’s Business Development Loan Program.

**COMMUNITY DEVELOPMENT: (cont.)**

Greater Hazleton Community Area New Development Organization, Inc. - \$1,000,000 loan to assist in the financing of a \$3,550,000 project. The funds will be utilized for acquisition of the former Allsteel manufacturing facility for conversion to a mutli-tenancy facility.

Sandra Russell, Director, Community Development, introduced Kevin O'Donnell, Executive Director, and Bernie DeBias, Business Development Specialist, both of CAN DO, Inc. , Hazleton, who thanked the Board of Commissioners for their continued support and commended Ms. Russell for her and her department's professionalism and assistance. Ms. DeBais provided an overview of the project.

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

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

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

Request a Motion to approve the following Personnel actions:

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

**AT: LUZERNE COUNTY 911**

Jason Bridge, 7 Rhine Creek Road, Drums, TELECOMMUNICATOR @ \$21,500.00 per annum. Effective September 11, 2004. To Fill Vacancy.

**AT: AGING**

Hazel Dennis, Pittston as an ALTERNATE FOOD SERVICE WORKER 1, (ps# 10-G140-L1120-9001) at an hourly rate of \$8.65 effective September 20, 2004.

Elizabeth Kinter, Lehman as a CLERK TYPIST 2 (ps# 10-G140-L0032-0011) at an annual salary of \$18,828 effective September 27, 2004.

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

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

**REQUEST A MOTION TO RATIFY THE 2004 COMPENSATION PLANS AND  
SCHEDULES EFFECTIVE JANUARY 1, 2004**

**AT:** Area Agency on Aging for Luzerne/Wyoming Counties  
Luzerne County Children & Youth Services  
Luzerne/Wyoming Counties Drug & Alcohol Program  
Luzerne/Wyoming Counties Mental Health/Mental Retardation Program

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

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

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

**AT: CHILDREN & YOUTH**

The Reclassification of Romaine Seybert to Clerk Typist 2 (ps# 21-Y740-L0032-0006) at an annual salary of \$24,863 effective September 24, 2004.

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

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING PAY ADJUSTMENTS**

**AT: CHILDREN & YOUTH**

A \$250 Masters Degree Pay Adjustment for Nicole DePriest, Caseworker 2, (ps# 21-Y740-L0624-0029) at an annual salary of \$30,474 effective May 24, 2004.

A \$250 Masters Degree Pay Adjustment for Kristen Mance, Caseworker 2, (ps# 21-Y740-L0624-0053) at an annual salary of \$30,474 effective August 27, 2004.

**PERSONNEL: (cont.)**

A Correction in Salary for Selina Masi, Social Services Aide 3 (ps# 21-740-L0622-0014) at an annual salary of \$21,678 effective January 1, 2004.

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

**REQUEST A MOTION TO APPROVE THE FOLLOWING PERSONNEL TRANSFER**

**AT: VALLEY CREST**

Karen Campasino 87 Heather Highlands Pittston, Penna.	RN Supervisor 7-3 Per Diem	Effective 9/6/04-transferred to Staff RN Per Diem
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It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.  
“AYES” SKREPENAK, VONDERHEID, URBAN

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

**AT: VALLEY CREST**

Margaret Sitar 71 Mountain Street Swoyersville, Penna.	CNA-3-11	Effective 8/23/04 Resignation
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Heather Martindale 317 Walnut Street Luzerne, Penna.	Dietary Aide	Effective 8/12/04 Resignation
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It was moved by Commissioner Vonderheid, seconded by Commissioner Skrepenak.  
“AYES” SKREPENAK, VONDERHEID, URBAN

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

**AT: CHILDREN & YOUTH**

A Two-Day Suspension Without Pay for Randolph Rawlins, Social Services Aide 3 (ps# 21-Y740-L0622-0007) effective August 30 through August 31, 2004.

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

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

**AT: MENTAL HEALTH/MENTAL RETARDATION**

A Leave Without Pay for Barbara Rygelski, Clerk Typist 2 (ps# 21-M440-L0032-0009) effective September 8 through September 10, 2004.

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

**AT TRANSPORTATION**

A Leave Without Pay for Timothy Cerullo, Driver (ps# 86-LWCTD-9201-0014) effective August 19 and 20, 25, 26, 27 and September 9 and 10, 2004.

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

**PERSONNEL: (cont.):**

**REQUEST A MOTION TO APPROVE THE FOLLOWING ANNUAL CONFERENCE FOR THE LUZERNE COUNTY PLANNING COMMISSION FOR**

Mr. Adrian Merolli and Ms. Nancy Snee to attend a two (2) day PaDOT Transportation Planning Partners Meeting to be held in Williamsport, PA, on October 19 and 20, 2004. This annual conference is required under our PaDOT contract and is estimated to cost \$200. This cost is reimbursable at the 92% level.

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

**A MOTION TO APPROVE/RATIFY THE FOLLOWING TRAININGS AT A TOTAL COST OF APPROXIMATELY \$1,888**

<b>ATTENDEE</b>	<b>TITLE</b>	<b>LOCATION</b>	<b>DATE</b>	<b>APPROX. COST</b>
<b><u>AREA AGENCY ON AGING:</u></b>				
David Miller	Mental Health Problems in Older Adults	State College	9/18/04	\$40
Linda Kohut	PA Energy Utilities	Grantville	9/21,22/04	\$305
Connie Andrews Lynn Brown Linda Kohut Linda Rondinella Dorothy Shaw Karen Weed	PA Assoc. of Senior Centers	State College	10/14,15/04	\$1,337
<b><u>AT: MENTAL HEALT/MENTAL RETARDATION</u></b>				
Thomas Kokura	2380/2390 Regulation Workgroup	Harrisburg	9/9,9/10/04	\$75
Joseph Petrizzi	ISO Technical Assistance Training	Lancaster	9/8,9/9/04	\$72
Holly Harrison	Stress Management for Women	Wilkes-Barre	9/20/04	\$59

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

**CONTINUING EDUCATION**

**REQUEST A MOTION TO APPROVE THE FOLLOWING SEMINAR FOR WALLEY CREST EMPLOYEES**

Request approval for James Miller, NHA and Noelle Kovaleski, NHA, Assistant Administrator to attend Pennsylvania Associated County Affiliated Homes (PACAH) annual conference in Reading, Penna., on October 11,12,13, 2004. Seminar Cost is \$235.00. Total cost of Seminar not to exceed \$699.00. This provides 20 credits to maintain licensing.

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

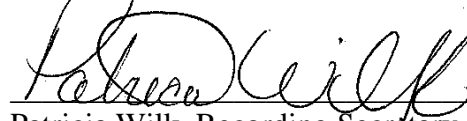
September 15, 2004

A Motion was entertained to adjourn the Commissioners' Meeting.

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

**"AYES" SKREPENAK, VONDERHEID, URBAN**

Respectfully,

A handwritten signature in cursive script, appearing to read "Patricia Wilk", written over a horizontal line.

Patricia Wilk, Recording Secretary