

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 26, 2018 10:58 PM  
**To:** Lawrence, Sharon;McGinley, Tim;Kelleher, Eugene  
**Subject:** Personnel Code draft w potential amendments lmh  
**Attachments:** Personnel Code draft amendments 3-27-18 lmh.doc

---

**From:** Houck, Linda McClosky  
**Sent:** Thursday, March 15, 2018 12:15 PM  
**To:** Kelleher, Eugene  
**Subject:** Re: ABC eligibility list and appointments

Until this year, any discussion of ABC applicants was done in exec session. Multiple attorneys recommended and approved that, including DeLuca and Pedri as well as our first Chair, Atty. Bobeck. This practice was intended to prevent public character assassination by Council members as well as public commenters.

If any of the solicitors we currently consult disagree with the private discussion of the individuals involved, please ask them to put the opinion in writing.

Thanks-

Linda

----- Original message -----

**From:** "Kelleher, Eugene" <Eugene.Kelleher@luzernecounty.org>  
**Date:** 3/14/18 11:01 PM (GMT-05:00)  
**To:** "Houck, Linda McClosky" <LindaMcClosky.Houck@luzernecounty.org>  
**Subject:** Re: ABC eligibility list and appointments

Thanks for your suggestion in the first paragraph. It will be applied in the future. I question whether they are "personnel". If the solicitor advises that is appropriate, considerate it done. The procedure for nominations is the chairs call.  
Thanks,  
gene

---

**From:** Houck, Linda McClosky  
**Sent:** Wednesday, March 14, 2018 4:02:25 PM  
**To:** Luzerne County Council Members  
**Cc:** Lawrence, Sharon  
**Subject:** ABC eligibility list and appointments

For the sake of clarity, I would like to request of the Chair of the ABC Committee that we maintain a practice of not adding names to the ABC eligibility list unless those individuals have been determined to be eligible for nomination and appointment. If we are waiting for a legal opinion, the name should not be on the eligibility list until that opinion has been rendered.

Also, any discussion regarding individual applicants has traditionally been done in executive session, as a matter of "personnel." We have traditionally limited public comment on specific applicants who are considered for appointment, and Council should respect that practice as well.

Additionally, although opening and closing nominations for each ABC to which appointments are made does take a few extra seconds - when more than one ABC is involved, it provides an element of separation that helps keep the process clear, particularly in situations where one appointment may be tabled. For this reason, I also

request that the Chair consider a return to the practice of accepting nominations and appointing to one ABC at a time.

Thank you for your consideration of these thoughts.

Linda Houck

---

**From:** Kelleher, Eugene  
**Sent:** Wednesday, March 14, 2018 11:02 PM  
**To:** Houck, Linda McClosky  
**Subject:** Re: ABC eligibility list and appointments

Thanks for your suggestion in the first paragraph. It will be applied in the future.  
I question whether they are "personnel". If the solicitor advises that is appropriate, considerate it done.  
The procedure for nominations is the chairs call.  
Thanks,  
gene

---

**From:** Houck, Linda McClosky  
**Sent:** Wednesday, March 14, 2018 4:02:25 PM  
**To:** Luzerne County Council Members  
**Cc:** Lawrence, Sharon  
**Subject:** ABC eligibility list and appointments

For the sake of clarity, I would like to request of the Chair of the ABC Committee that we maintain a practice of not adding names to the ABC eligibility list unless those individuals have been determined to be eligible for nomination and appointment. If we are waiting for a legal opinion, the name should not be on the eligibility list until that opinion has been rendered.

Also, any discussion regarding individual applicants has traditionally been done in executive session, as a matter of "personnel." We have traditionally limited public comment on specific applicants who are considered for appointment, and Council should respect that practice as well.

Additionally, although opening and closing nominations for each ABC to which appointments are made does take a few extra seconds - when more than one ABC is involved, it provides an element of separation that helps keep the process clear, particularly in situations where one appointment may be tabled. For this reason, I also request that the Chair consider a return to the practice of accepting nominations and appointing to one ABC at a time.

Thank you for your consideration of these thoughts.

Linda Houck

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 12, 2018 7:19 PM  
**To:** McGinley, Tim  
**Subject:** Re: current capital plan

Yes, please.

Thank you -

Linda Houck

---

**From:** McGinley, Tim  
**Sent:** Monday, March 12, 2018 4:45 PM  
**To:** Houck, Linda McClosky  
**Subject:** RE: current capital plan

Ms. Houck,

As you know, the current Capital Plan is available on the county webpages.

Do you want an update on the projects from last June to current?

Tim McGinley

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 12, 2018 4:04 PM  
**To:** McGinley, Tim <Tim.McGinley@luzernecounty.org>  
**Cc:** Luzerne County Council Members <LCCM@luzernecounty.org>; Lawrence, Sharon <Sharon.Lawrence@luzernecounty.org>  
**Subject:** Re: current capital plan

Mr. McGinley,

Please provide a copy of the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today, to all Council, as requested one week ago today. It will be most helpful and facilitate the discussions if we can receive it prior to tomorrow evening's meetings.

Thank you.

Linda Houck

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 5, 2018 7:58:08 AM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members; Lawrence, Sharon  
**Subject:** current capital plan

Mr. McGinley,

Please provide to all Council the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today.

Thank you for your attention to this request.

Linda Houck

•

---

**From:** McGinley, Tim  
**Sent:** Monday, March 12, 2018 4:45 PM  
**To:** Houck, Linda McClosky  
**Subject:** RE: current capital plan

Ms. Houck,

As you know, the current Capital Plan is available on the county webpages.

Do you want an update on the projects from last June to current?

Tim McGinley

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 12, 2018 4:04 PM  
**To:** McGinley, Tim <Tim.McGinley@luzernecounty.org>  
**Cc:** Luzerne County Council Members <LCCM@luzernecounty.org>; Lawrence, Sharon <Sharon.Lawrence@luzernecounty.org>  
**Subject:** Re: current capital plan

Mr. McGinley,

Please provide a copy of the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today, to all Council, as requested one week ago today. It will be most helpful and facilitate the discussions if we can receive it prior to tomorrow evening's meetings.

Thank you.

Linda Houck

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 5, 2018 7:58:08 AM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members; Lawrence, Sharon  
**Subject:** current capital plan

Mr. McGinley,

Please provide to all Council the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today.

Thank you for your attention to this request.

Linda Houck



---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 12, 2018 4:04 PM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members;Lawrence, Sharon  
**Subject:** Re: current capital plan

Mr. McGinley,

Please provide a copy of the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today, to all Council, as requested one week ago today. It will be most helpful and facilitate the discussions if we can receive it prior to tomorrow evening's meetings.

Thank you.

Linda Houck

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 5, 2018 7:58:08 AM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members; Lawrence, Sharon  
**Subject:** current capital plan

Mr. McGinley,

Please provide to all Council the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today.

Thank you for your attention to this request.

Linda Houck

-

---

**From:** Brominski, Edward  
**Sent:** Tuesday, March 06, 2018 10:55 AM  
**To:** Luzerne County Council Members  
**Cc:** Brominski, Edd  
**Subject:** Union Contracts

Members:

It think it is about time we begin the process of approving contracts after they have been reviewed by council . The administration does not have the authority to approve any contract, that is in the realm of council . I believe that any consideration of any contract final approval, come to the council before the public is informed. I am not a rubber stamp for the administration and none of us should be. I would like to know by whose authority the print authorization was disclosed without our approval.

Edd Brominski

---

**From:** Walsh Waitkus, Jane  
**Sent:** Tuesday, March 06, 2018 9:06 AM  
**To:** Lawrence, Sharon  
**Cc:** Walsh Waitkus, Jane  
**Subject:** Agenda Real Estate Committee Meeting

Hi Sharon,  
Here is the agenda for the Real Estate Meeting next Tuesday, March 13 @ 5:30 PM:

Discussion of County Leases  
Discussion of identified county owned Real Estate

Thanks.  
Jane  
Sent from my iPhone

---

**From:** Houck, Linda McClosky  
**Sent:** Monday, March 05, 2018 7:58 AM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members;Lawrence, Sharon  
**Subject:** current capital plan

Mr. McGinley,

Please provide to all Council the current Capital Plan and Budget submitted by management in June 2017, listing all projects identified by management for the next 5 years as necessary, the funds allocated to the completion of each project, and the status of each project as of today.

Thank you for your attention to this request.

Linda Houck

•

---

**From:** McGinley, Tim  
**Sent:** Friday, March 02, 2018 1:06 PM  
**To:** Haas, Harry  
**Subject:** Re: BPRC Presentation

Yes

---

**From:** Haas, Harry  
**Sent:** Friday, March 2, 2018 11:14:41 AM  
**To:** McGinley, Tim  
**Cc:** Lawrence, Sharon  
**Subject:** BPRC Presentation

Mr. Chairman,

Most members of the BPRC have informed me that they have scheduling conflicts and will be unable to attend the March 13 council meeting.

Can we eliminate that from the 3/13 agenda and reschedule for the Tuesday, April 10 work session?

Thank you,  
Harry

---

**From:** Houck, Linda McClosky  
**Sent:** Thursday, March 01, 2018 4:29 PM  
**To:** McGinley, Tim  
**Cc:** Luzerne County Council Members;Lawrence, Sharon  
**Subject:** Committee reports for work session agenda

Mr. McGinley,

I request that the Riverfront Parks Committee and the TIF Work Group be added to the list of committee reports for Council work sessions, effective with the March 13 meetings.

Thank you.

Linda Houck

---

**From:** Houck, Linda McClosky  
**Sent:** Thursday, March 01, 2018 7:55 AM  
**To:** McGinley, Tim; Luzerne County Council Members  
**Cc:** Lawrence, Sharon  
**Subject:** ADP contract

Mr. McGinley,

Please request from Management:

1. a list and total of all payments made to ADP during 2017 and 2018,
2. a list and total of all payments remaining to be made prior to July 2018,
3. a list and description of all work done to date by ADP.

It will be most helpful to Council if this information is provided by next week for review prior to our next Council meeting, and so I ask that it be provided as soon as possible, but no later than Friday, March 9, when the packet of information for the next Council meeting is provided.

**ALL COUNCIL:** here is the link to the ADP contract that was signed by the Manager, without approval or review by Council, or even awareness of Council prior to signing, in 2017:

[http://www.luzernecounty.org/uploads/images/assets/county/county-manager/Contracts\\_May\\_2017/B&F-ADP%20-Cover%20Sheet%20\(2\).pdf](http://www.luzernecounty.org/uploads/images/assets/county/county-manager/Contracts_May_2017/B&F-ADP%20-Cover%20Sheet%20(2).pdf)

Additionally, please review Section 2.09.B.8 of the Home Rule Charter regarding the duty of Council to approve by majority vote any contract that WOULD RESULT IN A PAYMENT OF MORE THAN \$25,000 in a year for which no budget has been approved.

Thank you for your consideration of this matter.

Linda McClosky Houck