



COUNTY of LUZERNE
P E N N S Y L V A N I A
E S T A B L I S H E D 1 7 8 6

LUZERNE COUNTY
COUNTY MANAGER
C. DAVID PEDRI, ESQUIRE

Division Head Summary

March 2021

Division of Administrative Services

COMMUNITY DEVELOPMENT

The Department has worked on the following HUD plans they currently administer:

2020 Amendment was submitted to include the third round of CDBG-CV funding.

2018 Amendment was submitted to include projects for Hanover Township, White Haven library, Luzerne Borough, Kingston Borough, and the Fernwood Music Camp in Butler Township.

2020 CAPER performance report was submitted on March 29th. It will demonstrate the Department has funded over \$8.8 million in projects during 2020.

I.T. DEPARTMENT

The Department Manager conducted interviews for the vacant IT Security Analyst position and a new candidate will be selected during the first week in April. The Annex computer room HVAC system was replaced and the new fiber run was completed from the Elections Office to Elections warehouse. Finally, Countywide Cybersecurity training will be scheduled and classes will begin in late April.

HUMAN RESOURCES

The Department completed 2 new employee orientation classes for 15 employees and completed paperwork on 22 new hires during the month. The Department also finalized and implemented a Leadership tool kit program for supervisory/manager employees in the County.

LICENSING

The Department issued 2,108 dog licenses, 36 Bingo and Small Games of Chance permits and 17 hunting/fishing items.

GIS/MAPPING

The Department assisted the Flood Protection Authority on an issue with Duryea Borough and continues to work with the Assessor's Office to improve interdepartmental data integration.

PURCHASING

For the month of March, 2021, the Department processed 185 purchase orders and verified and posted 1,000 invoices against related purchase orders in New World. The Department also advertised 30 Bids/RFP's during the month.

ELECTION BUREAU

The Election Bureau continued to prepare for the 2021 primary election. Polling place locations are being confirmed and Judges of Elections and their boards. Ballot preparation began and final ballot submittal to the DOS and the Elections Board will be in April.

CONVENTION & VISITORS BUREAU

The Department submitted 2 grant applications through the Pennsylvania Wine Marketing & research board and the Malt & Brewed beverage industry promotion board. The Department created the River Common page on the County website.

Division of Budget & Finance

2020 Audit Update: The 2020 audit is in process. Baker Tilly is scheduled for an entirely remote audit at this time. Budget and Finance is following the deliverable schedule via Huddle. This is the online portal used by the outside auditors. April begins the fieldwork stage which is reviewing transactions, entries and details vs the pre-fieldwork of building debt schedules, bank statements and reconciliation and general internal controls.

Real Estate Tax Update: Tax Collection at the end of March is \$23,268,099, this represents \$19.9% of the yearly budget. March 2020 year to date was \$20,669,390, this represents a collection percentage of 18.03%. Budget and Finance anticipates the totals to be near budget.

PCARD RFP: Approximately 40 vendors are currently signed up for the PCARD program. Approximately 20 were signed up with the previous vendor. We continue to work to inquire with any new vendors added to the County.

New Grants Agenda Submittal: As of the end of March, new funding including the \$114 million have been discussed but no funds yet or a formal advance notice of new funds have been received. County Administration has already been on two calls related to our \$114 million share of the funds but receipt and guidelines will be out soon but no definite dates were given. Budget and Finance will keep Council informed of updates regarding these funds.

2021 Investment Update:

County is hoping to invest in May-June timeframe but it is dependent on tax revenue and cash flow which is ever changing in this Covid-19 environment.

Division of Corrections

The total average daily population of the Main Facility and Minimal Offenders Unit for the month of March 2021 was **434.3**. The ADP (AVG. Daily Population) of the Main Facility was **367.0** (5.5% Increase from February) and the Minimal Offenders Unit was **67.3** (12.8% Decrease from February).

All averages as of the end of 3/30/2021

During the month of March there were a total of 280 bookings: 231 males and 49 females. Below is a table of their commitment status.

FEMALES

COURT ARRAIGNMENT (BAIL)	15
CAPIAS (BENCH WARRANT)	20
HOLD FEDS	0
FUGITIVE	0
SENT NON SUPP	0
HOLD OTHERS	6
SENT COUNTY PV	0
P.V. COUNTY	1
P.V. STATE	0
REMANDED	5
SENTENCED COUNTY	2
SENTENCED STATE	0
SENTENCED SUMMARY	0
STATE WORK RELEASE	0
TRANSFER FOR COURT	0
SENTENCED WEEKENDERS	0

MALES

COURT ARRAIGNMENT	96
CAPIAS	49
HOLD FEDS	2
FUGITIVE	7
SENT NON SUPP	2
HOLD OTHERS	23
SENT COUNTY PV	0
P.V. COUNTY	6
P.V. STATE	1
REMANDED	15
SENTENCED COUNTY	9
SENTENCED STATE	4
SENTENCED SUMMARY	0
STATE WORK RELEASE	0
TRANSFER FOR COURT	15
SENTENCED WEEKENDERS	2

SUBTOTAL FEMALES

49

SUBTOTAL MALES

231

The Table below shows the age of inmates committed during the month of March 2021.

	Female	Male	Total
18 to 19	0	7	7
20 to 29	14	82	96
30 to 39	25	71	96
40 to 49	6	36	42
50 to 59	4	28	32
60 to 69	0	6	6
Less 18	0	0	0
70 +	0	1	1
TOTAL	49	231	280

During the month of March 2021, there were 267 releases, 220 males and 47 females.

During this month, the Luzerne County Division of Corrections transport team made (2) trips to the PA Department of Corrections; (1) trip to SCI – Camp Hill delivered 6 male inmates and (1) trip to SCI-Muncy delivered 1 female inmate into PADOCC custody.

Programming:

As of March 30, 2021 there are (0) male inmates and (0) female inmates participating in the county work release program due to COVID-19 precautions. Seven inmates are participating in the Pre-Work Release program. The Luzerne County Day Reporting Center is currently supervising an average of 60 participants that would otherwise be incarcerated in our facilities.

Our Corrections Counselors have had over 1643 one-on-one encounters with inmates providing them with guidance, programming information, and helping them to navigate the criminal justice system.

Medical Services:

*** As of March 29 2021***

Medical Intake Screening

There were 305 patient Receiving and Screenings to be completed. 303/305 were completed within the recommended 8-hour protocol, for 99.34 %. 2 patients refused but were completed at a later date.

Health Assessments

Health Assessments are to be completed within 10 days of incarceration and upon 1 year of incarceration. The number of available medical screenings for patients at intake were 112. 112 were completed within the recommended protocol of 10 Days for 100%. There were 0 Annual assessments completed.

Emergency Room Visits

There were 5 patient emergency room visits for the month to date. Four inmates were transported by ambulance and 1 patient was transported by county vehicle.

Inpatient Hospitalization

There was 1 inpatient hospitalization for the month. There were a total of 7 in-patient days.

Off Site Visits

There were a total of 4 off site events in addition to the hospitalizations that resulted in approximately 340 additional hours of supervision and transport duty.

PPD

PPD planted – 174/111 0 Positive 63 Released 7 to be read

Patient Encounters - Total Encounters – patient encounters for the month

Summary of Medical Services Provided
As of March 29, 2021

Mental Health	94	Mental Health Sick Calls	23
Dental	20	Nurse Treatments	649
Nurse Sick Call		Psychiatrist	131
Mental Health Segregation Rounds	189	Physicians Sick Calls	95
Medical Segregation Rounds	1283		

Inmate Disciplinary:

During the month of March 2021 there were 52 inmate misconduct hearings in which 7 resulted in an appeal being requested. The charges are classified as follows:

<u>CLASS I MISCONDUCT CHARGES</u>		
1.	Felony, misdemeanor, summary offenses	
2.	Escape	
3.	Possession of contraband	5
4.	Kidnapping, taking hostage or holding any person against his/her will	
5.	Destroying, altering, tampering with, or damaging property	5
6.	Wearing a disguise or mask	
7.	Engaging in sexual acts with other, sodomy	
8.	Indecent Exposure	
9.	Engaging in or encouraging any group activity w/o prior approval of the Warden or designee	
10.	Disruption or interference with the security or orderly running of the institution.	30
11.	Failure to stand for count, interference with the count	3
12.	Bribery	
13.	Threatening another inmate or other person with bodily harm, or with any offense against his person, family, or property	6
14.	Extortion, blackmail, protection, demanding, or receiving money or anything of value in return for protection against others to avoid bodily harm, or under threat of informing	
15.	Assault or fighting	13
16.	Adulteration of any food or drink	
17.	Refusing to obey an oral or written order	14
18.	Refusing to work or encouraging others to refuse to work	3
19.	Unauthorized use of dangerous or controlled substances	2
20.	Violating a condition of Pre-Release Program	
21.	Breaking restriction or quarantine	
22.	Possession or consumption of intoxicating beverages	
23.	Making fermented beverages	
24.	Lying to an employee	1
25.	Gambling or conducting a gambling operation or possession of gambling paraphernalia	

26.	Unauthorized use of mail or telephone	2
27.	Conduct in violation or posted regulations	
28.	Presence in an unauthorized area	2
29.	Loaning any property for profit	
30.	Using abusive or obscene language to any employee	9
31.	Violation of Administrative Directives not specifically enumerated above	
32.	Possession of circulation of a petition	
33.	Repeat Class II Misconducts	
34.	Conspiracy to commit any Class I or Class II Misconducts	4
35.	Failure to report presence of contraband	5
36.	Hording of materials, keeping excessive amounts used for trading, borrowing, or resale (i.e. running a store)	
37.	Setting a fire, threatening to set a fire	
38.	Counterfeiting, forging, or unauthorized reproduction of an document	
39.	Gang markings, graffiti of any kind is strictly prohibited	

<u>CLASS II MISCONDUCT CHARGES</u>		
1.	Body punching, horseplay	
2.	Taking unauthorized food from dining room, kitchen or officer's mess	
3.	Tattooing or other forms of self-mutilation	
4.	Failure to report to work or unexcused absence from work	1
5.	Loaning or borrowing property except legal material	
6.	Failure to follow safety and sanitation regulations regarding the inmate's person, quarters or equipment	1
7.	Possession of any item not authorized for retention or receipt by the inmate not specified enumerated as Class I contraband - #3. Existence of Class I contraband - mitigating factors established as per #3	
8.	Any violations of a rule or regulation contained in the Inmate Handbook or Institutional Supplement not specified enumerated above	
<u>TOTAL OF MONTHLY MISCONDUCTS</u>		106

Division of Human Services

Area Agency on Aging

Consumers served for the month of January:

- 305** Assessments
- 263** Congregate Meal Consumers
- 67** Protective Services
- 547** Home Delivered Meal Consumers

Children & Youth

Community Members served through Children & Youth

0 Walk in Clients Served

- 615 Calls Received in Screening Department
- 157 Calls Screened Out
- 299 Calls Provided Information & Referral Services:
- 202 New Reports assigned to GPS Intake for Assessment
- 59 New Reports of Child Abuse to Child Protective Services Intake Unit
- 24 Number of Field Screens
- 800 **Approximately** - Families being provided Protective Services in Ongoing units:
- 524 Children in Out of Home Placements
- 34 Number of children entering out of home placement
- 22 Number of children achieving permanency by returning home to parents, a relative or Adoption

Drug and Alcohol

Numbers of Units served in February 2021:

Residential Withdrawal Management (Detox.)	40 Days
Residential Short & Long Term Rehab	184 Days
Halfway House	29 Days
Partial Hospitalization	27 Days
Outpatient Assessments	22 Outpatient Assessments
Medically Assisted Treatment (MAT)	47 Active Methadone Clients
Services Funded by the SCA/County Drug & Alcohol Offices.	10 Active Buprenorphine (Suboxone) & 3 Active Naltrexone (Vivitrol) Clients
Luz/Wyo. SCA Case Management Unit	49 Completed Assessments/ 66 Scheduled Assessments
	74% Show-Rate

Mental Health /Developmental Services

Community Members served through MH/DS Department

- 105 Voter Registration Opportunities
- 49 CSSH Luz. /Wyo. Count
 - 1 CSSH Discharges
 - 1 CSSH Referrals
 - 1 CSSH Waiting List-Pending Adm. Date
- 95 302s Filed
- 40 Commitment Hearings
- 13 ID Referrals
- 2142 Supports Coordination Open Cases
- 80% Supports Coordination Billing
- 67 CASSP Mtg.
- 43 RTF Placements
 - 0 CRR Group Home Placements (Youth)
 - 1 CRR Host Home Placements (Youth)

Office of Human Services

The Office of Human Services through its Providers has served the following program clients:

HOMELESS ASSISTANCE SERVICES

Bridge Housing	36	DVSC, Manna House, Transitional
Case Management	160	CEO
Rental Assistance	950	CEO
Emergency Shelter	331	CSS- Mother Teresa's, Divine Providence, VOA Ruth's Place

HUMAN SERVICES DEVELOPMENT FUND

Home Delivered Meals	9	CEO
Homemaker	0	CEO
Housing	135	CEO
Chore	0	
Information & Referral	82,603	FAMILY SERVICES
Outreach	0	PROJECT REMAIN

Veteran Affairs

Community Members served through Veteran Affairs Department

- 71** Number of persons who physically visited the office seeking assistance
- 832** Average Number of Phone Queries
- 84** Burial Applications for Government Issued Headstones, Federal Burial Assistance, and County Burial Benefit Processed
- 76** Federal Benefit Applications Processed for Disability Compensation, Non Service Connected Pension Benefits, Health Care Enrollment, GI Bill Benefits, VA Home Loan Guarantees, including New Applications, Supplemental Applications, and Submittal of Additional Evidence in support of claims
- 42** State Applications Filed – Tax Exemptions, Paralyzed Pension, Educational Gratuity, Veteran’s Temporary Assistance

Division of Judicial Services and Records

CORONER

- Coroner views: 144 coroner views were conducted by staff including contract deputies to date for March 2021.
 - There were 119 coroner views for March 2020.
- Coroner view comparison year to date:
 - 2020 March year to date: 383
 - 2021 March year to date 649 (Death index at 651, approx. 2 reports are pending submission)
 - There were approximately 16 COVID-19 Deaths Reported in the month of March 2021.
- Removals: 32 removals to morgue.
 - There were 32 removals to the morgue in March 2020.
- Autopsies: 8 this month. 29 total for the year.
- Toxicology: 28 toxicology kits were mailed.
- Cremations: 194 cremation permits were issued with a fee of \$ 60.00 per permit.
 - Year to Date total: 746 Cremation Permits issued.
- Burials: 3 with 1 pending. 5 total for the year.
- Overdoses Toxicology Confirmed: 14 This Month
- Year to date overdoses—37 confirmed.
 - There are 23 pending.
 - There were 14 Drug overdose drug deaths and 29 confirmed year to date for March 2020.
- Suicides: 3 in March, 8 total for year

- Motor Vehicle: 4 in March, 9 Total for Year
- Homicides: 0 homicides for March 2021, 7 total for the year of 2021

RECORDER OF DEEDS/REGISTER OF WILLS

The Recorder of Deeds/Register of Wills Office recorded/filed 6,025 documents during this time for a total of \$277,898.55 in county fees and commissions. Some highlights of these recordings/filings are:

- 79 marriage licenses issued with county generated fees of \$2,330.50
- 813 deeds recorded with fees and commissions of \$58,484.55
- 254 new estate probates opened with county generated fees of \$71,095.00
- 31 additional probate fees collected for county fees of \$10,160.00
- 792 new mortgages recorded with county fees of \$58,463.00
- 1,053 satisfaction of mortgages recorded with county generated fees of \$37,263.00
- 291 assignments of mortgages recorded with county generated fees of \$12,278.00
- 46 new and/or renewal of notary publics were sworn in with county generated fees of \$1,035.00
- The remainder 2,666 recorded/filed documents and \$26,789.50 in fees is for a variety of miscellaneous documents

The Office collected a total of \$192,032.40 in fees and services.

The Office collected \$20,956.00 for the Housing Trust Fund and \$6,656.00 for the County Archives/Record Improvement Fund.

In addition, the Office collected and distributed a total of \$4,629,440.15 as follows:

- \$747,230.45 to the Commonwealth in PA Realty Transfer Tax
- \$849,157.75 to the municipalities and school districts in local realty transfer tax
- \$2,901,313.70 to the PA Department of Revenue in inheritance tax
- \$131,738.25 to the Commonwealth for the AOPC JCP Fee

The Register of Wills Office held no hearings during the month of March.

SHERIFF

The Department collected and disbursed to the County as revenue \$39,431.64. In addition, \$10,769.00 was collected on behalf of the State, and \$239,262.14 was deposited into escrow.

The following is a detail of monthly activities:

- 136 PFA's were received for service
- 169 total prisoner transports – 115 to the Courthouse, 2 to the Brominski Bldg., 12 to Penn Place, 40 to other County/State/Federal facilities and 0 for Central Court
- 387 warrants were issued
- 200 warrants were cleared
- 705 gun permits were processed
- 622 civil documents were received for service
- 309 civil documents cases were closed

PROTHONOTARY/CLERK OF COURTS

Prothonotary

- 1,482 new case files opened
- 61,411 scanned images
- 89 miscellaneous court hearings attended by staff
- 330 service notices processed
- 152 PFA's processed
- 3 appeals processed to higher court
- 609 files had Rule 236 notices issued
- Processed 569 Municipal Liens
- County collections totaled \$115,660.32

Clerk of Courts

- 502 new criminal files opened (343 criminal, 26 summary, 133 miscellaneous)
- 105 new juvenile files opened (41 delinquency, 64 dependency)
- Issued 405 warrants
- Issued 254 lifts on warrants
- 6 appeals processed to higher court, 2 supplements and accepted 3 new appeals
- Processed and transmitted 287 various driver license documents to Penn Dot
- 1,568 juvenile documents accepted and provided service for
- 77 informations on arraignments accepted
- Processed 7 expungements
- Accepted 684 PACfile documents

RECORDS STORAGE

Retrievals for the month:

Prothonotary	29
Clerk of Courts	9
Register of Wills	109
Coroner	70
Children & Youth	7
Adoptions	1
Public Genealogy	4

Other noteworthy items

- 21 public walk-ins
- Email requests – 121
- Phone requests – 66
- Prothonotary/Clerk of Courts submitted 40 boxes of records for storage.
- Orphans Court (adoption) submitted 64 boxes of records for storage.

Office of Law

NUMBER OF CONTRACTS REVIEWED AND EXECUTED: 64

RIGHT TO KNOW REQUESTS: 7

RESOLUTIONS /ORDINANCES : 72 YTD

COUNCIL/COMMITTEE MEETINGS ATTENDED: 13

STIPULATIONS:14

COURT APPEARANCES: 13

CONSULTS: 6

- Various discussions with HRD regarding outstanding AFSCME grievances; prepared for grievance meeting with union re same;
- Finalized Detectives' CBA for approval;
- Discussed benefit plan document creation with HRD;
- Reviewed modified FMLA request form for HR;
- Various discussions with HRD regarding ADA accommodations for employees;
- Addressed subpoena requests for employee personnel files;
- Addressed various issues involving ADA requests from LCCF; revised approval letters re same;
- Discussed incorporating arbitration award into ADA/ADP's CBA with DHAS and HRD;
- Discussions with HRD regarding impending changes to PA overtime rules; devised plan to implement necessary changes;
- Discussions with HRD regarding upcoming AFSCME negotiations;
- Discussed grievances from Teamsters;

Division of Operational Services

9-1-1 Dispatch

9-1-1 Operations

Telecommunicator vacancies- As of 3/22/2021, 11 vacancies currently exist for Telecommunicator. 6 Telecommunicator trainees are in week 2 of their floor rotation training. A Telecommunicator trainee class of 9 are in week 6 of their classroom training. A new telecommunicator training class of 11 is scheduled to start in April 2021. Applications are being processed and interviews are being conducted at this time.

PEMA –Quality Assurance (QA) and Training requirements have been met and certified through PEMA.

APCO Training Recertification (Project 33) – as of February 21, 2021 the re-accreditation certification application has been submitted. Undergoing the review process by APCO.

COVID-19: Continuous implementation and following of CDC/PA DOH guidelines, planning and preparation for the COVID-19 global pandemic. 9-1-1 leadership staff continue to offer guidance and expertise where and when necessary. An AEROCLAVE disinfecting unit has been received and is in use, as well as partitions for social distancing/separation, HVAC ionizer systems and a kiosk temperature screening system using CARES act funding. 9-1-1 Dispatch staff continues to interrogate callers for possible COVID-19 infections and relaying information to first responders.

9-1-1 Data & Technical

P25 Digital Radio System:

- Final Exhibit drawings sent to the Arena/Convention Center's solicitor for their signatures. Written signatures received from Arena Board and agreement to be submitted to County Manager.
- Leases and agreements with Eagle Rock, Aqua Water Company, Bear Creek and American Tower (Nescopeck and Dallas) are being reviewed and to be submitted for County approval process.
- Work has begun on Monopole tower replacement of four (4) existing self-support towers at EMA, Freeland, Penobscot, and Campbell's Ledge. Skyhook was selected as the vendor for implementation and Penobscot was the first site to begin.
- Electrical work at the 9-1-1 center has finished as well as the work at the EMA building. Weather has caused some slight delays at the remote tower sites due to accessibility. Joyce Electric will begin as soon as possible.
- Discussion with the VA on antenna placements occurred on March 3rd and is finalized.
- Harris Pond tower site's construction has begun with removal of trees on the site and road construction. Skyhook is the vendor working at this site as well.
- Capital Area Communications has begun installation of radio core equipment and consoles at the 911 facility.

Next Generation 9-1-1

Commonwealth NG 9-1-1 Project– PEMA called a virtual meeting titled "PSAP Site Survey Next Steps - Luzerne County 911". The following items were discussed:

- Review Key Contacts at PSAP
- Gather High Level Information About the Facility
- Confirm Plans for 2022 Anticipated Maintenance Costs
- Confirm Date for On-Site Visit

The next project step was a phone meeting interview by Rutledge Consulting (PEMA Subcontractor) and initial high level technical ensued. During this meeting, a PSAP Surveyor worked with the County team to complete the initially assigned tabs to a level that will support the next technical meeting and a future on-site visit to our PSAP facility. The 9-1-1 technical team attended and completed this first meeting. A Site Survey Workbook for Luzerne County 9-1-1 was provided, and the technical team has begun compiling the necessary information requested.

A second and more detailed technical interview (virtual) will be scheduled to complete the remaining Site Survey Workbook. Once completed, a final onsite technical PSAP survey will be performed at the end of the month.

PEMA Aerial Photo product delivery– The latest PEMA update (March) shows the following: A USB flash drive containing the final 2018 PEMA orthoimagery mosaics for Luzerne County was shipped

LC9-1-1 the week of 3/22/2021. This data is in addition to the partially tiled imagery that was sent to LC9-1-1 in January of 2020. The drive includes the survey feet and metric ECW/SID versions of county mosaics that were not available for that first shipment. This drive contains:

- County Mosaics (in Metric and Survey Feet) in the following formats:
 - MrSID
 - ECW
- FGDC-compliant XML Metadata for all imagery products
- Tile Layout shapefiles for the North and South Pennsylvania State Plane zones
- Flight lines shapefile for collection of PEMA imagery data. LC9-1-1 has acquired its updated tiles and began processing a custom Mosaic that includes our entire 9-1-1 coverage area/jurisdictional boundary.

Custom PSAP boundary mosaic images will be created with these completed data items.

Monthly Stats for February 2021:

- 911 calls taken: 29,242
- Average ring time per call: 5 seconds
- 911 texts taken: 31
- Radio transmissions monitored: 97,414
- Total "Safe2Say" Alerts: 11
- Emergency Medical Dispatches: 193

Boiler Plant

Activity Update:

- We have begun the treatment using the additive called EndoTherm to our closed loop boiler systems at the Courthouse and Penn Place. It has been determined that we are saving 23% at the Courthouse and as a result, are eligible for a rebate from UGI.
- DRO & Courthouse chillers are scheduled for cleaning and service.
- Penn Place AHU #1 needs to have variable frequency drive replaced. Quotations are being solicited.
- Adding the OCD to the Building Management Network has been determined to be cost prohibitive at this time. The item will be kept on file and revisited at a later date.
- Working with IT to get pricing to replace the backup RTU for the server room Climate Control System in the 2nd floor of the Courthouse Annex.

Building & Grounds

Activity Update:

Buildings and Grounds- Cleaning

- Emptied trash and recycling, vacuumed, mopped and cleaned restrooms in the: Courthouse, Annex, DRO, OCD, Engineer's Office, EMA, Penn Place, Central Court, Human Services and Voter's Warehouse.
- Shampooed several office carpets to clean spill stains.

Buildings and Grounds- Maintenance

- Reprogrammed clocks for daylight savings.
- Started Spring clean-up on grounds of all County buildings.
- Installed signs for the Pinwheel event for the Children's Advocacy Center.

- Attended to several plumbing needs.
- Replaced the large lightbulbs in the Rotunda.
- Secured shelving in District Attorney's office & removed ten large desks that were no longer in use.
- Semi-Annual Smoke Alarm Inspections.

Buildings and Grounds- Projects

- Installed doorbell camera in Judge Gartley's Chambers & assisted with cleaning for chamber remodel

Office Requests

- Filled department requests for supplies.
- Attended to many miscellaneous office requests.

COVID-19

- Nightshift continues to disinfect daily.

Events

- Set up & assisted in coordinating the Candlelight Vigil in remembrance of COVID victims in Luzerne County. Booked 2 additional weddings for 2021 bringing the total for the year to 17 & bringing in a total of \$8700 in revenue.

Staffing

- B&G Executive Secretary position filled.
- Nightshift Custodial Worker position filled.
- Dayshift Custodial Worker position filled.
- Mailroom Clerk on leave. Temporary worker brought in.

Emergency Management Agency

Activity Update:

- COVID-19 Testing Site Update:
Through the PA Department of Health, Luzerne County Aging and Wilkes-Barre City Health Department testing has been performed in several high rises in the County. A testing site is open currently at St. Bellarmine Church, 143 Division Street, Wilkes-Barre. Future testing sites will be held at Wilkes and King's Colleges. We continue to participate in all coordination calls and executive board meetings with the Northeast Pennsylvania Regional Counter Terrorism Task Force (NPRCTTF) regarding the CBTS and have coordinated future meetings with the site testing contractor and the Pa DOH.
- PPE Distribution Continuation:
LCEMA staff have recently attended a PPE Distribution Strategy Information Session with the Pa DOH in regards to identifying new challenges regarding PPE distribution to all First Responders in our areas. LCEMA staff has recently completed a bi-monthly inventory of PPE on hand and will continue to work with the NPRCTTF to supply First Responder requesters accordingly. LCEMA continues to support first responders and municipalities in their mission of dealing with COVID-19 as PPE resource requests have slowly increased in recent weeks.
- Response Calls:
LCEMA was requested by Wilkes-Barre Emergency Management Coordinator and fire chief Jay Delaney to respond to the Bielecki's Scrap and Recycling Center Fire on Monday March 15th, 2021, to perform air quality checks due to the items burning at the facility. LCEMA immediately notified DEP and together, both teams performed 30 minutes of air quality checks, corroborated our findings, and reported them to Chief Delaney. LCEMA staff returned to service and availability without incident. Final report given to Chief Delaney on March 16th, 2021.

- Response Calls (other than stated above):
LCEMA staff were notified several other times of incidents occurring within our county but was not requested to respond or support due to the nature of the call. However, we have assisted several on-scene Incident Commanders and Emergency Management Coordinators with advice, contact information, and knowledge to help mitigate several incidents. All EMA staff members are on-call 24/7, 365 days a year.

Engineering

Projects Update: (Changes from Previous month in italics)

- **WBW Terminal Masonry Rehabilitation Project**
The project involves the emergency repair of structure failures, waterproofing and new brick lintels at the airport terminal building. The design is currently moving forward. The project will be bid out in the April 2021.
- **MS4 Permitting**
DEP issued approval of the permit on May 5, 2020 which is good for 5 years. Annual reports are required to be submitted by the end of September. Updating the mapping, preparing the annual report and other requirements are ongoing. Field verification is continuing by our staff engineer. *The 2021 Annual Report is due on September 30, 2021.* Mapping/GIS Department is currently updating the field verification plans for the next annual report. *Annual outfall inspection will be conducted in May 2021.*
- **WBW Master Airport Plan**
The project involves the development of a five (5) year Master Plan for all airport improvements. The County was awarded the FAA Grant to complete the project. The Master Plan is approved in five (5) sections. The first two sections which are the largest have been approved. The final sections will be submitted over the next few months with expected BOA/FAA approval by December 2020.
Final review meeting took place on November 9, 2020. Final revisions are being made. *BOA had a few minor comments on the final submission. All comments have been addressed and re-submitted to BOA. Final approval is expected in April 2021.*
- **Courthouse Window Replacement Project**
The project involves the replacement of all existing windows, louvers, and vents at the County Courthouse for energy efficiency purposes. Design was completed by A+E. The project went out for bid in November 2019 for a Spring 2020 construction start. The State Historic Preservation Office is in agreement with the design plans. Bids were received on December 10, 2019. D+M Construction was awarded the contract. The project work will be completed after hours and will take approximately a year to finish. A site visit was conducted for final window measurements. Final shop drawing submission was reviewed and approved. *All windows and trim are on site. Outside construction activities for this project have stopped and will resume in April 2021. Interior work for the installed windows has been completed. A final punch-out of the interior work will be completed by the end of this month.*
- **County Bridge No. 57309 Bridge Replacement (East County Road – Sugarloaf Township)**
The project involves the replacement of an existing bridge on East County Road in Sugarloaf Township. Final design and permitting are completed. GP-11 Permit was granted. The project was bid out on May 14, 2020. Ryland Construction was the low bidder. The County received approval on a grant amendment for this project. Construction started on October 12, 2020. Project should be completed by the Spring 2021. The near abutment and wingwalls are

complete. *Construction is scheduled to re-start in April 2021. PPL has moved the utility poles and lines. We are currently waiting on Frontier Communications to relocate to the new poles.*

- **County Bridge No. 54706 Bridge Replacement (Mill Mountain Road – Butler Township)**
The project involves the replacement of an existing steel truss bridge on Mill Mountain Road in Butler Township. Final design and permitting has been completed. Permit was approved by DEP. The County received PHMC approval. Project is scheduled for the 2020 construction season. Final utility crossing approval has been granted. The project was bid out on October 7, 2020. Minichi, Inc. was the low bidder. A pre-construction meeting was held on November 23, 2020. The existing bridge was removed from the site. *The near and far abutments are complete. The adjacent box beams are set. Project is ahead of schedule. An estimated opening is scheduled for early May 2021.*
- **County Bridge No. 00002 Bridge Rehabilitation (Broadway Street – Nanticoke/West Nanticoke)**
The project involves the rehabilitation of an existing bridge on Broadway Street in Nanticoke and West Nanticoke. Final design was completed. Project is scheduled for the 2020 construction season. A cost estimate for replacement of the structure was submitted to the MPO for a funding request. PennDOT approved a load rating analysis which down posts the bridge. Signage is in place for a load posting of 15 Tons. Bids were received on October 2, 2020 for the rehabilitation project. The project is on hold due to lack of funding. The low bidder for the project has agreed to hold their bid until March 2021. No new funding is currently available to complete the project.
- **County Bridge No. 26305 Bridge Replacement (Harris Hill Road – Kingston Township)**
The project involves the replacement of an existing stone arch bridge on Harris Hill Road in Kingston Township. Final design and permitting was completed. A GP-11 permit was approved by DEP for approval. Utility relocation and coordination is moving forward. Project is currently set for a Spring 2022 construction season.
- **County Bridge No. 47108 Bridge Replacement (Market Street – Salem Township)**
The project involves the replacement of an existing bridge on Market Street in Salem Township. Preliminary and final design was completed. Project is scheduled for the 2021 construction season. Tree clearing took place for utility relocation. Project design is complete and ready for bidding. Project will be bid out in April 2021.
- **County Bridge No. 24006 Superstructure Replacement (West Liberty Street – Hanover Township)**
The project involves the superstructure replacement of an existing bridge on West Liberty Street in Hanover Township. Preliminary and final design was completed. Survey of the site took place in June 2019. Project is scheduled for the 2020 construction season. Utility relocation and Right-of-Way acquisition is currently taking place. A GP-11 permit was approved by DEP. The project was bid out on July 16, 2020. The low bidder for the project was Fabcor Inc. Utility relocation is complete. The detour for the project went into place on December 14, 2020. Project is set to be completed by May 31, 2021. *The reconstructed abutment caps are complete and the new box beams are set in place. The gas line is currently being replaced and will be hung in one of the bridge bays. Construction on the project will resume on the first full week in April 2021.*
- **County Bridge No. 54718 Bridge Replacement (Sleepy Hollow Road– Butler Township)**
The project involves the replacement of an existing steel truss bridge on Sleepy Hollow Road in Butler Township. Preliminary design is currently being completed. Survey of the site to take place in July 2019. Project is currently in the design/permitting stage and scheduled for the 2021 construction season. A utility meeting was held regarding a gas main located beneath the structure. An exploration for the gas line depth occurred on October 30, 2020. The existing gas main will need to be relocated, which is expected to happen this construction season. Project is on hold.

- **County Road 39 Bike Lane and Paving Project (North & South Beisels Road – Butler Township)**
 The project involves the addition of a bike lane to Beisels Road in Butler Township. The project includes a mill and overlay with base repair. Utility clearance was submitted to PennDOT. Project is scheduled for the 2020 construction season. A Scoping Field View was held on November 21, 2019 with PennDOT. PennDOT required environmental clearance for the project. The clearance requirements are complete. The County is waiting on final PennDOT approval. *Project is set for a Summer construction.*
- **Hanover Industrial Estates Safety Improvements (Hanover Township)**
 The project involves installation of bus stop shelters, curbing, sidewalks and ADA ramps to New Commerce Blvd, Lasely Road and Stewart Street in Hanover Township. The project was bid out on May 14, 2020. The low bidder was American Asphalt. Construction to take place in 2020. A pre-construction meeting was held. Shop drawing have been reviewed and approved. *The pre-fabricated bus shelters arrived in February 2021. Project is set to resume in April 2021.*
- **County Bridge No. 57312 Bridge Replacement (Walp Road – Sugarloaf Township)**
 The project involves the replacement of an existing steel truss bridge on Walp Road in Sugarloaf Township. Preliminary and final design was completed by Hunt. Survey of the site was completed in June 2019. The project is currently in the utility relocation stage. Project is scheduled for the 2020 construction season. A GP-11 Permit has been granted by DEP. Utility relocation is complete. *The project will be bid out this spring for this construction season.*
- **County Parkade Repair Project**
 The project involves the cleaning, sealant and other miscellaneous repairs at the County Parkade on Water Street. Panzitta Enterprises was the low bidder and was awarded the contract. Shop submittals have been reviewed and approved. Most of the construction is complete. *A few temperature sensitive items remain which will be completed in by May 2021.*
- **County Bridge Project – Union Township**
 The project consists of rehabilitation or replacement of five (5) bridges in Union Township. This is an approved CDBG Infrastructure project. Design and permitting have begun. The project is to be completed in the 2021 construction season pending permitting approval.
- **County Bridge Project – Butler Township**
 The project consists of rehabilitation or replacement of four (4) bridges in Butler Township. This is an approved CDBG Infrastructure project. Design and permitting have begun. The project is to be completed in the 2021 construction season pending permitting approval.
- **County Bridge No. 26307 Bridge Replacement (Hillside Road – Kingston Township)**
 The project involves the replacement of an existing bridge on Hillside Road in Kingston Township. A Scope Clarification meeting is scheduled for October 8, 2020. PennDOT has approved the project scope. An agreement was set up in ECMS between the County and the design consultant. *PennDOT has approved the consultant design agreement. Design work will take about 9 months to complete.*
- **County Bridge No. 42505 Bridge Replacement (Pine Creek Road – New Columbus Borough)**
 The project involves the replacement of an existing bridge on Pine Creek Road in New Columbus Borough. Permitting for the replacement project has already started. *Final design will be completed by April 2021 with construction to be completed in 2021.*
- **WBW Fuel Farm Replacement Project**
 The project involves the replacement of the existing fuel farm with a new above ground system with new dispenser pumps. PennDOT Bureau of Aviation approved the grant for the project. Lead time on some of the replacement equipment is taking longer than anticipated. *Construction is currently ongoing and should be completed by May 2021.*

- **County Bridge No. 47414 Bridge Rehabilitation Project (Mountain Road – Union Township)**
 The project consists of a superstructure replacement and rehabilitation of an existing bridge on Mountain Road in Union Township. This is an approved CDBG Infrastructure project. *Design is complete and we are currently waiting on DEP permit approval.* The project is expected to be completed in the 2021 construction season.
- **County Bridge No. 45809 Bridge Replacement Project (East County Road – Hollenback Twp)**
 The project consists of a replacement of an existing bridge on East County Road in Hollenback Township. This is an approved Local Use Fee Fund project. Design and permitting is complete. The project is set to be bid out in April 2021 and expected to be completed in the 2021 construction season.
- **County Bridge No. 46603 Bridge Rehabilitation Project (West Cherry Road – Nescopeck Twp)**
 The project consists of the Rehabilitation of an existing bridge on West Cherry Road in Nescopeck Township. This is an approved Act 89 Fund project. Design and permitting is complete. *The project will be bid out in April 2021 and expected to be completed in the 2021 construction season.*
- **County Bridge No. 57311 Bridge Rehabilitation Project (Kisenwether Road – Sugarloaf Twp)**
 The project consists of a superstructure replacement of an existing bridge on Kisenwether Road in Sugarloaf Township. This is an approved Act 89 Fund project. Design and permitting is progressing. The project is set to be bid out in April 2022 or sooner if permitting is approved. The project is expected to be completed in the 2022 construction season.
- **Highway Lighting Upgrade Project**
The project consists of upgrades to all County owned and operated highway over head lights on the Cross Valley Expressway. The project is ongoing and should be completed by June 2021. Additional upgrades are planned for the South Cross Valley.
- **Human Services Ductwork Project**
The project consists of improvements to the ductwork system on the upper floor of the Human Services building. Bids have been received and are being reviewed.
- **Courthouse 2nd Floor Renovation Project**
The project consists of renovations to an open office on the second floor of the Courthouse in order to convert it to a Judge's Chamber. Bids have been received and are being reviewed.
- **River Commons Cleaning and Caulk Replacement Phase II**
The project consists of pressure washing and caulking replacement along the River Commons. The project is currently in design and will be completed by the beginning of July 2021.
- **River Commons ADA Kayak Launch Project**
The project consists of adding an ADA Kayak Launch and other associated items at the River Commons. A grant has been awarded for the project. It is currently in design.
- **Penn Place Window Flashing Project**
The project consists of renovations to the existing window flashing detail at the Penn Place Building. During heavy storm events, several windows leak. The project is currently in design.
- **LCCF Main Prison Elevator Modernization**
The project consists of modernization of the two existing elevators at the main prison. A scope of work is being developed for the project.
- **Brominski Building Column Wrap Project**
The project consists of structural wraps for the support columns at the lower level to the Brominski Building. Several minor cracks were evident and need to be sealed to prevent future deterioration. The project is currently in design.

Planning & Zoning

Activity Update:

STAFFING

Jessica L. Edwards has been selected to fill the open Planning & Zoning Analyst position that had been vacated by Jim Weber. As a result, the Department is expected to be fully staffed. Jessica's start date is scheduled for April 9.

ZONING (Activity through 3/24)

- Zoning permits issued: 25 permits issued for \$1,935.00
- Occupancy permits issued: 1 permit issued for \$40.00
- Zoning Hearing Board cases: 7 cases for \$3,470.00
- Re-zone applications: 0 cases for \$0.00
- Ordinance/Plan reviews: 1 review for \$80.00
- The 2021 Luzerne County Zoning Ordinance took effect March 24, 2021. It was adopted, along with the new Zoning Map and Fee Schedule, by unanimous vote of Council on March 9. The Fee Schedule was adopted by separate resolution so it can be more easily amended in the future.
- The proposed rezoning of 2.08 acres out of a 2.33 acre in Wyoming Borough parcel from M-2, Light Industrial, to R-2, Two-Family Residence, was recommended for approval by the Planning Commission at the Feb. 13, 2020 meeting. We are awaiting the legal description of the land to be re-zoned from the applicant.
- Our office has received a proposed zoning ordinance for Wyoming Borough for review and comment. If adopted, this would bring the number of municipalities under County zoning jurisdiction to twenty (20).

Court Cases

- The violators in the court case in Newport Township in which the District Magistrate found in favor of the County have not ceased the violation according to Township personnel. We met with the Magistrate on 10/21/21. The Magistrate's office empowered one of the County Solicitors to work with Newport Township officials to seek a lien on the property.
- The chickens remain in Duryea at 546 Meyer Street despite being ordered to remove them by the Zoning Hearing Board in December, and a follow-up visit by staff shortly thereafter. Magisterial hearing date is set for April 12, 2021.
- Operation of a tourist home at Lily Lake in Conyngham Township continued beyond the end of January 2021, the deadline the Executive Director and Zoning Officer, Matthew Jones had given the landowner to cease. The owner recently submitted an application for a zoning use Variance, which was forwarded to the Zoning Hearing Board, and for which a hearing date has been scheduled for April 6, 2021. In the meantime, staff has pursued the case for enforcement with the Magistrate. The Magistrate has set a hearing date for April 13, 2021.

Complaints

- A complaint of an individual excavating to place a manufactured home in Laflin Borough has been filed and contact has been made with the property owner. This is being closely monitored to ensure compliance.
- A complaint in Avoca Borough has been received for the operation of a contractor's yard in a residential zone. This has been investigated and found to be in compliance with zoning regulations.

Other

- Two (2) letters verifying consistency with the Comprehensive Plan were provided to local municipalities seeking State grants for various projects.

- We continue to coordinate with the Luzerne Conservation District to administer the agricultural land preservation easements program.

SUBDIVISION & LAND DEVELOPMENT (Activity 3/1/21 thru 3/25/21)

County Reviews/Approvals of subdivisions/land developments under County jurisdiction (5 submissions)

2 Subdivisions, 2 Land Developments, 1 stormwater	<u>Total \$</u>
Planning Commission fees – subdivisions	\$600
Planning Commission fees – land development	\$1,720
Planning Commission fees – stormwater plans	\$275
County Engineer review fees	\$700
Engineering review fees – stormwater plans	\$750
Outsourced Engineering review fees	\$1,500

County Advisory Reviews for projects under jurisdiction of other municipalities (17 submissions)

13 Subdivisions, 4 Land Developments	<u>Total \$</u>
Planning Commission fees – subdivisions	\$3,150
Planning Commission fees – land development	\$2,360
County Engineer review fees	\$3,950
Outsourced Engineering review fees	\$5,620

This results in 22 submittals translating into a grand total of \$8,105 in subdivision/ land development/ and stormwater review fees retained by the Planning & Zoning Dept.

COMPREHENSIVE PLAN

The Luzerne County Council met during their Work Session webinar on March 23 to discuss the draft 2021 Lackawanna-Luzerne Counties Comprehensive Plan. Mr. Jones gave a presentation to introduce the Plan and tag-teamed a slideshow with members of the private consultant team.

The draft Plan provides a snapshot of regional conditions, and serves as an aspirational thought-piece for guiding land use development within the County. It has been posted on the Department website since Jan. 15: <https://www.luzernecounty.org/281/Planning-Zoning>

The broad goals appearing in the Plan can inform changes to other municipal comprehensive plans and County/municipal zoning ordinances proposed or amended in the future. Fifty-five (55) of the 76 municipalities within Luzerne County have adopted their own zoning ordinance. The County zoning ordinance provides coverage for the remaining 21 communities. On March 9, Council enacted an amended version of the County zoning ordinance which will go into effect on March 24. The new County zoning ordinance contains more precise definitions offering more clarity on how land uses are regulated in these communities.

The 2021 Lackawanna-Luzerne Counties Comprehensive Plan was drafted by staff from both counties with help of the consultant, Michael Baker Int'l. Webinars were held over the past several months to conduct a survey, and gather input from focus groups and the public at large. The Plan features a Future Land Use Map where growth and in-fill development is envisioned. The Plan recommends conservation of the region's agricultural and natural resources, and acknowledges a market exists for Achievable Housing, housing that is more affordable for lower-income workforce residents.

On Jan. 14, the Luzerne County Planning Commission voted unanimously to forward the Plan to Council for its adoption consideration, and to open the 45-day public comment period required by PA Act 247.

Mr. Jones explained to Council that during their Jan. 14 meeting, the Planning Commission had mentioned concern over flooding of the Nescopek Bridge and surrounding Berwick area during hurricane events but expressed a desire for this southwest portion of the County to achieve its growth potential if these concerns could be mitigated.

During the March 23 Council meeting, Councilmember Harry Haas stated he feels that blight and stormwater taxes are hindering growth in Luzerne County. He observed that Lackawanna County mentions their focus on blight, and recommended that Luzerne include a statement expressing an interest in tackling this problem in the coming years.

Staff will work with the consultant to highlight these ideas in the Plan, and produce a red-line version for Council's adoption consideration during their anticipated Public Hearing and final vote to adopt the document by resolution scheduled for April 13, 2021.

The Lackawanna Commissioners are also going through an adoption consideration meetings process for the Comprehensive Plan anticipated to conclude in April.

A press release was given to the newspapers on March 19. Legal notice of the April 13 public hearing was submitted this month to the Citizens' Voice and will appear in their April 1 and April 6 print editions.

The 45-day public comment period ended on Feb. 28.

TRANSPORTATION

- Received reimbursement for the 2nd and 3rd Quarter 2019-2020 invoices in the amounts of \$70,124.71 and \$65,173.64 respectively from PennDOT Central Office.
- Submitted reimbursements for the 4th Quarter 2019-2020 and 1st and 2nd quarters of 2020-2021 in the amounts of \$64,645.18, \$93,582.83 and \$57,021.51 respectively to PennDOT Central Office. ***This marks a significant milestone: We are now completely up to date on invoice submittals with PennDOT.*** The new Transportation Planner, Jay Schectman, drafted and submitted the most recent reimbursement request, with training assistance and verification from longer-serving Transportation Planner, Chris Chapman. This cross-training and collaboration will result in a stronger more-resilient staffing capacity within the Department. The recent success of this program should be credited to Chris Chapman and Jay Schectman, along with former staffer John Petrini.
- Participated in a virtual meeting to discuss scope of work for the Regional freight plan March 22. The counties included in the study area are LLTS MPO (Luzerne and Lackawanna), NEPA MPO (Carbon, Monroe, Schuylkill and Pike), Lehigh Valley Transportation Study MPO (Lehigh and Northampton), Reading Area Transportation Study (RATS) MPO (Berks County) and Lebanon County MPO. The vision is to develop a local action plan for better movement of freight in the 10 county region.
- Spoke to students at King's College in the Civil Engineering program teaching them how the MPO planning process and engineering interact on March 23.
- Hosted a kickoff meeting to discuss updating the LLTS MPO bylaws and committee structure virtually on March 9.
- Attended a virtual meeting hosted by PennDOT Central Office to discuss the PennDOT Pathways program and potential bridge tolling on February 26.
- Attended the PA Automated Vehicles Summit Series focused on Safety on March 4 virtually.
- Attended the D&L Trail Annual Ownership Council Meeting on March 25 virtually.

- Mr. Chapman attended a virtual meeting with Lackawanna County and Barry Isett to submit a presentation on the recent bicycle-pedestrian study for the upcoming Greenway and Trail Summit 2021 on March 4. Mr. Chapman and Mr. Jones recently posted the study at these links: <https://www.luzernecounty.org/281/Planning-Zoning>
<https://www.lltsmpo.com/documents-resources/>
http://www.lltsmpo.com/wp-content/uploads/2020/12/Report-Final_20201209.pdf
- Participated in the LLTS MPO pre-meeting to set the agenda for the April 21 Combined Technical and Coordinating Committees meeting on March 22.
- Prepared and distributed the draft meeting minutes for the LLTS MPO Combined Technical and Coordinating Committees meeting which occurred on Feb. 3.
- Sent invoice #13 to Lackawanna County for their portion of the Comprehensive and Long-Range Transportation Plans (LRTP).
- Updated the Luzerne County Planning & Zoning website to include minutes and agendas for the Planning Commission and Zoning Hearing Board for the past month.
- Attended the NEPA MPO Technical Committee meeting on March 16, 2021 virtually.
- Updated the LLTS MPO website.
- Attended multiple virtual Environmental Justice Unified Methodology meetings, March 4, March 11 and March 25.
- Attended virtual Planning Partners conference call on March 17.
- Attended virtual meeting with White Haven Borough, D&L and PennDOT regarding possible funding for the D&L trail crossing on SR 940.
- Attended a zoning law webinar with other Department staff hosted by the APA-PA chapter and subsequent chapter meeting following on March 19.
- Virtual meeting with State DCED and the Luzerne County Grant Writer, Michele Sparich to discuss \$2.1 Million in new grant funding opportunities with the Statewide Facilities Closure Transition Program on March 24.
- Attended the kickoff for the Trail Crossing Inventory – District 4-0 Working Group Meeting virtually.
- Attended 2 Luzerne County Council virtual meetings while the Comprehensive Plan and PennDOT bridge tolling topics were discussed.

Road & Bridge

Activity Update:

- Continued with cold patching on county roads. Hot mix should be available by the middle of April providing a better and less expensive means to patch roadways.
- Worked on cleaning county parking lots needed following winter maintenance.

Solid Waste Management

Activity Update:

- 2021 Annual Recycling Report has been completed. The office received 200 commercial and 76 municipal reports report's totaling 136, 143.54 tons of items diverted from the landfills and recycled for the 2020 calendar year. Final numbers have been submitted to the state prior to the March 31st deadline.
- Less than a month left to receive returns from municipalities on passed resolutions concerning the 2021 Municipal Solid Waste Management Plan for Luzerne County.

33 of 76 towns have responded so far and the 90 day deadline is April 21, 2021.

- Web page updates including 2021 Electronic and Paper Shredding registrations.
- Weekly updates to 2021-903 Recycling Coordinators Grant which funds up to half of the County Recycling Coordinators Salary and benefits.
- Currently waiting for word from DEP, Central Office, on when the 2020-903 Recycling Coordinator Grant can be submitted for reimbursements.
- 2021 Tire Recycling contract is gone to solicitor for approval for fall collections. Once approved it will be forwarded though for signatures and sent to state for registration and approval.

Public Defender

Total adult applications:	481-(MTD)-(YTD-1012)
Total Juvenile allegations:	56-(MTD)-(YTD-63)
Total Adult SW Referrals:	26-(MTD)-(YTD-40)

Appointment by Court – Central Court- Magistrate	45-(MTD)-(YTD-99)
Common Pleas – Judges	81-(MTD)-(YTD-118)

Adult Investigation requests	15-(MTD)-(YTD-27)
Juvenile Investigation requests	0-(MTD)-(YTD-2)

Adult Social Work Referrals

Reason for referrals:

- Assessment=3
- Specialty Court Applications=6
- Records=2
- Mitigation=4
- Inpatient=5
- Mental Health =3
- Competency=1
- Records/Mental Health=1
- Home plan=1

Juvenile Social Work Referrals

New Referrals:

- Juvenile social work referrals received for the month of March = 2.
- Juvenile social work referrals closed for the month of March = 0.
- Juvenile social work referrals 2021 year to date = 2.

Court Ordered Out-of-Home Placement: (Residential Programs, Detention, & Shelter Care) ***

- The daily average census of juveniles in an out-of-home placement was 9.5.

- The daily average census of juveniles in a residential program was 9.4.
- The daily average census of juveniles in juvenile detention was 0.1.
- Daily average census of juveniles in shelter care was 0.

- The total number of admissions to residential placement, detention, or shelter care was 3.
- The total number of discharges from residential placement, detention, or shelter care was 2.

- The daily average male population in residential placement, detention, or shelter care was 8.6.
- The daily average female population in residential placement, detention, or shelter care was 0.9.

***All statistics only include the number of juveniles represented by the Luzerne County Office of the Public Defender. There are also juveniles who may be placed in out-of-home placements represented by conflict counsel or private counsel, which are not included in these statistics (also juveniles placed in out-of-home settings due to dependency/CYS are not included). The statistics may not be 100% exact, but they are a highly accurate representation of juvenile in an out-of-home setting represented by the PD's office.

Conferences attended for the month of March

County Manager's Office: None

Administrative Services: None

Budget & Financial Services: None

Correctional Services: None

Office of Human Services: None

Judicial Services & Records: None

Office of Law: None

Operational Services: None

Public Defender: None

Payment for the aforementioned conferences were made from the Luzerne County General Fund or from the various Human Services division departments depending on the nature of the conference. These Human Services funding sources are primarily State and Federal, and include a small percentage of County General Fund match. No payments were made by outside vendors on behalf of or directly to Luzerne County attendees.