

A G E N D A

**MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM,
CARBON COUNTY ADMINISTRATION BUILDING,
JIM THORPE, PENNSYLVANIA**

JUNE 5, 2025

MEETING: CALL TO ORDER

MOMENT OF SILENCE

PRAYER

PLEDGE OF ALLEGIANCE

**THESE PROCEEDINGS ARE BEING RECORDED FOR THE SOLE
PURPOSE OF PREPARING ACCURATE WRITTEN MINUTES.
RECORDINGS ARE OVERWRITTEN FOLLOWING APPROVAL
OF THE MINUTES, ELIMINATING ALL UNOFFICIAL RECORDS OF
THESE PROCEEDINGS.**

#25-259 APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING HELD MAY 15, 2025.

(Motion)

GUESTS: (CONCERNING COUNTY BUSINESS AS PER COUNTY POLICY #2012-01
REV 01/11/2024)

#25-260 PROCLAMATION: CHILD WELFARE APPRECIATION WEEK - June 9-13, 2025

(Motion to adopt Proclamation #25-009)

PRESENTATION:

Carbon County Comprehensive Plan and Greenway, Trail & Open Space Plan

Mr. Tim Staub, Project Manager, HRG Incorporated

PLANNING & DEVELOPMENT:

#25-261

CARBON COUNTY COMPREHENSIVE PLAN & GREENWAYS, TRAIL AND OPEN SPACE PLAN:

For adoption: The Carbon County Implementable Comprehensive Plan & Greenways, Trails and Open Space Plan.

(Motion to adopt Resolution #25-015)

(Motion to adopt Resolution #25-016)

REPORT OF EXECUTIVE SESSIONS HELD:

I. DEPARTMENT REPORTS:

CHIEF CLERK/COUNTY ADMINISTRATOR

#25-262

1. BUDGET TRANSFERS:

(Motion)

#25-263

2. SUPPLEMENTAL APPROPRIATIONS:

There were no Supplemental Appropriations.

#25-264

3. EXPENDITURES:

Approval of payroll check numbers 76541 through 0000 and Direct Deposit check numbers 6076151 through 0000 for the payroll paid through the Payroll Fund Checking Account for all County Funds totaling \$ (Payroll dated , 2025).

(Motion to ratify)

#25-265

Approval of check numbers 251002 through 251157 for expenditures through the General Fund Clearing Account as follows: (dated May 22, 2025)

General Fund	\$ 206,159.72
County Parking Fund	\$ 185,253.34
Area Agency on Aging Fund	\$ 64,593.40
Children & Youth Fund	\$ 148,602.38
Domestic Relations Fund	\$ 1,442.36
Parks & Recreation Fund	\$ 5,674.94
9-1-1 Fund	\$ 2,465.96
Farmland Preservation Fund	\$ 52,692.76
Tax Claim Fund	\$ <u>287,454.59</u>
TOTAL:	\$ 954,339.45

(Motion to ratify)

#25-266

Approval of check number 251158 for expenditures through the General Fund Clearing Account as follows: (dated May 21, 2025)

General Fund	\$25,000.00
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(Motion to ratify)

#25-267

Approval of check numbers 251159 through 251428 for expenditures through the General Fund Clearing Account as follows: (dated May 20, 2025)

General Fund	\$52,173.60
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(Motion to ratify)

#25-268 Approval of check numbers 251429 through 251580 for expenditures through the General Fund Clearing Account as follows: (dated May 29, 2025)

General Fund	\$1,301,716.71
County Parking Fund	\$ 7,853.06
Liquid Fuels Fund	\$ 23.94
Area Agency on Aging Fund	\$ 102,078.23
Children & Youth Fund	\$ 380,134.73
Human Service Agency Fund	\$ 8,878.14
General Fund Loan #1 to Human Service	\$ 804.15
Domestic Relations Fund	\$ 53,243.17
Workforce Investment Act Fund	\$ 30,486.12
Parks & Recreation Fund	\$ 22,782.41
9-1-1 Fund	\$ 52,282.53
Haz-Mat Response Fund	\$ 46.47
Farmland Preservation Fund	\$ 3,407.50
Victim/Witness Fund	\$ 91.36
Affordable Housing Fund	\$ 23,000.64
Opioid Settlement Fund	\$ 100,000.00
CDBG Fund	\$ 2,457.19
Capital Projects Fund	\$ 7,500.00
Open Space Capital Fund	\$ 175,861.00
Fringe Benefit Payment Fund	\$ 620,768.90
Tax Claim Fund	<u>\$ 135,509.85</u>
TOTAL:	\$3,028,121.95

(Motion to ratify)

#25-269 Approval of check numbers 251581 through 251654 for expenditures through the General Fund Clearing Account as follows: (dated June 5, 2025)

General Fund	\$ 614,173.02
Area Agency on Aging Fund	\$ 20,227.09
Children & Youth Fund	\$ 51,196.22
Domestic Relations Fund	\$ 256.60
Parks & Recreation Fund	\$ 6,291.13
Carbon Transportation Fund	\$ 113,257.00
9-1-1 Fund	\$ 6,911.40
Human Service Development Fund	\$ 132.19
Homeless Grant Fund	\$ 93.89
Hotel Room Excise Tax Fund	<u>\$ 566,474.13</u>
TOTAL:	\$1,379,012.67

(Motion)

II. TREASURER’S REPORT (3):

#25-270

(Motion)

RECESS FOR SALARY BOARD MEETING

RECONVENE COMMISSIONERS MEETING

III. PERSONNEL REPORT:

#25-271 COUNTY DEPARTMENTS:

(Motion to approve)

#25-272 ACKNOWLEDGEMENTS/COURTS & ROW OFFICES:

(Motion to acknowledge)

IV. CORRESPONDENCE:

Minutes received: March 11, 2025 meeting of the Carbon County Agricultural Land Preservation Board; March 20, 2025 meeting of the Carbon County Open Space Advisory Board; April 11, 2025 meeting of the Carbon County Parks and Recreation Commission; April 15, 2025 meeting of the Carbon County Planning Commission; April 22, 2025 meeting of the Carbon County Council of Governments.

The May 2025 monthly report was received from the Carbon County Register of Wills.

An email was received from Celeste and Michael Bybel regarding Panther Valley overview of the Homestead Act.

A communication was received from the Pennsylvania Emergency Management Agency (PEMA) regarding review of Carbon County’s 911 Funding 2024 Annual Report.

Communication was received from the Pennsylvania Department of Conservation and Natural Resources (DCNR) providing an overview of Glen Onoko Falls.

A letter was received from PPL Electric Utilities regarding exemption of PPL Electric Utilities from Municipal Land Use Ordinances.

Correspondence was received regarding the following Pennsylvania Department of Environmental Protection permit applications:

Rossi Excavating Company
Surface Mining Permit No. 13990201C2
Greenfield Bank Operation
Banks Township, Carbon County

Woodland Design Associates, Inc.
Tresckow 230kV Substation
PPL Electric Utilities Corporation
Individual NPDES permit for stormwater associated with construction
Banks & Packer Township, Carbon County

Haley & Aldrich, Inc.
County notification of plan approval & general operating
Ampal, Inc.
Air Quality State-Only Operating Permit No.13-00013

ADULT PROBATION:

#25-273 MODIFICATION #2/ JUSTICE ASSISTANCE GRANT (JAG) LOCAL INITIATIVES FUNDING:

For approval and execution: Submission of modification #2 to the grant application for funding from the Pennsylvania Commission on Crime and Delinquency (PCCD) for pretrial assessment and diversion seeking to move funds from employee benefits to personnel wages. Total funding remains the same at \$250,000.00.

(Motion)

#25-274 MODIFICATION #3/INTERMEDIATE PUNISHMENT PROGRAM:

For ratification: Submission of modification #3 to the Intermediate Punishment Program grant #44136 from the Pennsylvania Commission on Crime and Delinquency (PCCD) to move funds from supplies and subrecipient budget to wages and benefits. Total project budget decreases from \$89,998.00 to \$88,682.00 for the project term July 1, 2024 to June 30, 2025.

(Motion)

ADVERTISING REQUESTS:

ADMINISTRATION BUILDING:

#25-275 PEDESTRIAN BRIDGE REHABILITATION PROJECT:

For approval: Authorize the necessary advertisements relative to the Administration Building pedestrian bridge rehabilitation project.

(Motion)

#25-276 ANIMAL SHELTER/YARD SALE:

For approval: Authorize the advertisement of the annual yard sale located at the Carbon County Animal Shelter.

(Motion)

PLANNING & DEVELOPMENT:

#25-277 CARBON COUNTY AGRICULTURAL LAND PRESERVATION MEETING DATES:

For approval: Authorize the advertisement for the 2025-2026 Carbon County Agricultural Land Preservation Meetings.

(Motion)

#25-278 CDBG/BIDS/PALMERTON BOROUGH (VIA PENN BID):

For approval: Authorize the advertisement for Invitation to Bid for the following Community Development Block Grant (CDBG) Projects via Penn Bid:

Palmerton Borough: Street Improvements – Reconstruct Mauch Chunk Road -South (Franklin Avenue to 500 ft before Fireline Road) FY 2021 & 2022

Palmerton Borough: Street Improvements – Reconstruct Mary Ann Alley (Tunnel Street to Old Mauch Chunk Road) FY 2023

(Motion)

BID AWARD:

#25-279 CARBON COUNTY WHOLE HOME REPAIR PROGRAM:

For approval: A recommendation from the Director of Planning & Development to award the contracts to the following:

Plumbing:

Contract #BP 6-59-137:

Northeast Construction Management Group

Lehigh, PA 18235

Bid: \$6,140.00

Original bid: \$11,747.00

(homeowner eliminated replacement of bathtub – total cost \$5,607.00)

(Motion)

BOARDS & AUTHORITIES:

#25-280 ACTION COMMITTEE:

APPOINTMENT:

For ratification: Appointment of Alexis Madison Merkel, Legislative Correspondent & Constituent Services Rep and County Resident, as a representative for Congressman Ryan Mackenzie to fill the vacancy as a Public-Elected Official Representative to the Carbon County Action Committee for Human Services Board of Directors.

(Motion)

CHILDREN & YOUTH:

#25-281 AGREEMENT/UPGRADE/CAPS:

For approval and execution: CAPS Version 18 upgrade agreement dated May 15, 2025 between Carbon County and Avanco International, Incorporated of Clifton, Virginia, at a total cost of \$1,731.00.

(Motion)

#25-282 PROPOSAL/WBRE 28 NEWS ANNUAL MARKETING CAMPAIGN:

For approval and execution: Proposal from WBRE 28 news for an annual marketing campaign to recruit foster parents in Carbon County and to participate in the NEPAQ children first events, covering June 2025 through June 2026 for option 1 at an annual total cost of \$96,000.00

(Motion)

COMMUNICATIONS/911:**#25-283 PROPOSAL/GREEN'S COMMUNICATIONS:**

For approval and execution: Proposal from Green's Communications of Pottsville, Pennsylvania, Manufacturer's representative for Motorola Solutions, Inc, to furnish, program and install 76 P25 Mobile APX Radios for sixteen (16) Law Enforcement Agencies at a total cost of \$465,499.56 including a 5-year warranty which will be funded by the Monroe County Local Share Assessment Grant (LSA). Motorola Solutions PA Contract #4400027237; Green's Communications Costars #012-E23-317.

(Motion)

CORRECTIONAL FACILITY:**#25-284 KEYSTONE FIRE AND SECURITY:**

For approval and execution: Agreement with Keystone Fire and Security of Allentown, Pennsylvania, to furnish, install and test two (2) new workstations for the OSSI door control system at a total cost of \$2,202.84. Costars #040-E22-130.

(Motion)

COUNTY BUILDINGS/GROUNDS:**#25-285 QUOTES/CAMERAS:**

For ratification: A request was received to accept the quotes from the following:

1. Amazon – REOLINK 4k security camera system with 4TB for 24-7 recording for the County Maintenance Storage Facility at a cost of \$939.98
 2. Holland Construction – to repair corner sidewalk in front of the County Administration Building at a cost of \$2,100.00
- Total cost for both \$3,039.98 with \$2,151.38 coming from PcoRP Loss Prevention Grant.

(Motion)

#25-286 PCORP LOSS PREVENTION GRANT:

For ratification: Submission of an application to PCoRP, the County's Insurance carrier, for the remaining \$2,151.38 in available loss prevention grant funds. The funds will be used to purchase additional cameras for the maintenance storage facility and to repair the corner sidewalk in front of the County Administration Building. *Pending Costars terms and condition

(Motion)

COURTS/COMPUTER INFO:

#25-287 AMENDMENT#2/COURT ZOOM LICENSES/ZOOM VIDEO COMMUNICATIONS, INC.:

For approval and execution: Amendment #2 to add one (1) Room Connector Annual for the Correctional Facility at a total cost of \$499.00.

(Motion)

CONTROLLERS OFFICE:

#25-288 QUOTE/TYLER TECHNOLOGIES, INCORPORATED:

For approval and execution: A request was received from the Controller's Office enclosing a quote submitted by Tyler Technologies, Incorporated to purchase seven (7) time and attendance Biometric readers at a cost of \$2,595.00 each at a total cost of \$18,165.00 with an annual cost of \$3,633.00

(Motion)

EMERGENCY MANAGEMENT:

#25-289 HMRF GRANT:

For approval: SFY 2025-2026 HMRF (Hazardous Materials Response Fund) budget for the Grant Performance period July 1, 2025 through June 30, 2026 in the amount of \$6,929.00.

(Motion)

ESG GRANT/2023:

#25-290 BUDGET AMENDMENT #1:

For ratification: Agreement with DCED (Contract No. C000088342) incorporating the approved Budget Amendment #1 submitted by the County. (Advertising approved April 17, 2025, agenda item #25-157)

(Motion)

INFORMATION TECHNOLOGY:

INTEGRAONE:

#25-291 RENEWAL AGREEMENTS:

For approval and execution: Renewal agreements with IntegraOne of Allentown, Pennsylvania, for the term commencing July 26, 2025 through July 25, 2026 for the following:

- 911 Communication Center (FortiGate 101F) - \$1,767.24
- 911 Communication Center (FortiSwitch 1024E) - \$1,735.11
- Area Agency on Aging (FortiGate 60E) - \$464.13
- Archives (FortiGate 60E) - \$464.13
- Children & Youth (FortiGate 101F) - \$1,767.24
- Coroner (FortiGate 61F, FortiSwitch 124E) - \$596.07
- EOTC (FortiGate 40F) - \$294.52
- Carbon County IT Fortinet Support - \$10,811.21
- Total cost: \$17,899.65

(Motion)

INSURANCE:

#25-292 PCoRP/RENEWAL:

For approval: The 2025/2026 insurance renewal with the Pennsylvania Counties Risk Pool (PCoRP) for the period June 1, 2025 through May 31, 2026 at a total cost of \$609,779.00 (Increase of \$85,249.00), with the payment option of 40%/30%/30%.

Cost breakdown as follows:

Insurance Costs	+ \$358,938.00
Loss Fund Contribution	+ \$259,939.00
Loss Control Credit	<u>- \$ 9,098.00</u>
Total:	\$609,779.00

(Motion)

LANTA:

MATP PROGRAM:

#25-293 THIRD QUARTER REPORT:

For approval and execution: The 2024/2025 third quarter MATP Report for submission to the PA Department of Human Services as prepared by LANTA.

(Motion)

MAUCH CHUNK LAKE PARK:

MOONLITE MOVIE NIGHTS:

#25-294 LEHIGH VALLEY EVENTS & PRODUCTIONS, LLC.:

For approval: Agreement with Lehigh Valley Events & Productions, LLC of Allentown, Pennsylvania, to host four (4) nights of moonlite movies at Mauch Chunk Lake Park. Moonlite Movies – 30’ moon screen package - \$1,449.00; travel fee (outside of Lehigh Valley Area) - \$150.00; generator add-on - \$95.00; Stage Panel - \$680.00; Swank Motion Pictures - Public Performance License for 200 – 500 individuals - \$595.00; movie rental/round trip shipping - \$30.00 per title at a total cost of \$9,622.00 for four (4) nights.

(Motion)

OPIOID SETTLEMENT FUNDS:

#25-295 GRANT:

For approval: Authorize the award of grant from the Opioid Settlement Fund to the Coroner’s Office for Radox drug testing kits to be used with the MultiSTAT analyzer. Funds will be utilized to purchase an additional twenty (20) test kits, which include ToxPlex Blood Kit, Accessory Box, processing fees and shipping fees through Radox. Total cost \$17,910.00.

(Motion)

#25-296 GRANT/LEHIGHTON AREA SCHOOL DISTRICT:

For approval: Authorize the award of a grant from the Opioid Settlement Fund to Lehigh Area School District for the Summer BRAVE Camp. (Building Resilience Against Vices through Education). The camp is designed to target students in hope of opioid prevention and build resilience against opioid use.

Staffing/Personnel - \$8,000.00
Supplies/Food - \$2,000.00
Total funds requested - \$10,000.00

(Motion)

PLANNING & DEVELOPMENT:

#25-297 CDBG 2024 DELEGATION OF SIGNING:

For ratification: Community Development Block Grant (CDBG) contract #C000093877 FFY 2024, in the amount of \$851,407.00, for the activity period April 23, 2025 through April 22, 2029, listing the Director of Carbon County Planning & Development and Chief Elected Officials as authorized signatories on the contract and Program Invoices for CDBG, and/or CDBG Competitive Programs, along with the Federal Funding Accountability & Transparency Act Sub-Recipient Data Sheet.

(Motion to ratify execution of the forms)

(Motion to adopt the Resolution #25-014)

DEP GRANT AGREEMENT:

#25-298 MUNICIPAL WASTE PLANNING GRANT PROGRAM:

For ratification: Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection pursuant to Section 901 of the Municipal Waste Planning, Recycle and Waste Reduction Act (Act 101) to support the Municipal Waste Management Planning and relative Activities. Award of funding not to exceed \$63,140.00. This agreement will commence when fully executed and shall terminate three (3) years from the later to occur of: (a) the project completion date or (b) the date of final payment.

(Motion)

#25-299 FFY 2023 CDBG/REVISION #2/LEHIGHTON BOROUGH:

For approval and execution: Revision request #2 for the Community Development Block grant program FFY 2023 contract C000088719 for Lehighton Borough as follows:

Move \$6,847.91 from North Main Lane Street Improvements to Stanley Hoffman Blvd. Parking Lot to cover force labor and borough equipment used for this project.

(Motion)

RETIREMENT BOARD:

#25-300 TERMINATION/KORN FERRY HAY GROUP, INC.:

For approval: Authorize the Solicitor to proceed with providing a 60-day written notice to terminate the agreement with Korn Ferry Hay Group, Inc. of Philadelphia, Pennsylvania, to provide actuarial services for the Carbon County Employee's retirement system.

(Motion)

FOSTER & FOSTER CONSULTING ACTUARIES, INC.:

#25-301 ACTUARIAL SERVICES AGREEMENT:

For approval and execution: Actuarial services agreement with Foster & Foster Consulting, Inc. to provide actuarial services for the Carbon County Employee's retirement system for a 12-month period commencing May 27, 2025 at a total cost of \$29,400.00.

(Motion)

V. SOLICITOR'S REPORT:

AUDITING SERVICES:

#25-302 TERMINATION/RKL, LLP:

For acceptance: Letter of Termination was received from RKL, LLC of Lancaster, Pennsylvania, notifying the County that they will not be renewing their contract for auditing services for the County.

(Motion)

#25-303 BAKER TILLY:

For ratification: Proposal received from Baker Tilly of Pittston, Pennsylvania, to conduct auditing services for the years 2023, 2024 and 2025 fees as follows:

2023 - \$60,000.00 which includes \$7,000 for SDA*

2024 - \$58,000.00 which includes \$7,500.00 for SDA*

2025 - \$61,000.00 which includes \$8,000.00 for SDA*

*In addition to professional fees, our invoices will include our standard technology charge not to exceed 5%, plus travel and subsistence and other out-of-pocket expenses related to the engagement.

(Motion)

BANNER REQUEST:

#25-304 For approval and execution: A Banner Request was received for the following:

Benefits David F. Formica Memorial Fundraising & Pediatric Cancer Research
Basket Raffle in Memory of David F. Formica, July 19, 2025, 12:00 p.m. to 3:00 p.m.

(Motion)

CONTROLLER'S OFFICE:

COST ALLOCATION PLANS:

#25-305 AGREEMENT/MAXIMUS US SERVICES, INC.:

For approval and execution: Three (3) year renewal agreement with Maximus US Services, Incorporated of Richmond, Virginia, to develop Carbon County's annual cost allocation plans for the preparation of the County's 2024, 2025, and 2026 calendar year plans at a total cost of \$8,300.00 each year for a total contract price of \$24,900.00. (increase of \$900.00) The term of the agreement shall remain in effect until July 31, 2028,

(Motion)

EMERGENCY OPERATIONS & TRAINING CENTER:

APPLICATION TO PEMA FOR EMERGENCY SERVICES TRAINING CENTER

#25-306 CAPITAL GRANT:

For ratification: Application to the Emergency Service Training Center Capital grant offered by PEMA/The State Fire Commissioner for funding of a car fire training prop/simulator and LP gas storage tank. Total funding requested \$75,973.57.

(Motion)

RESOLUTION:

#25-307 40TH ANNIVERSARY BACH AND HANDEL CHORALE AND FESTIVAL ORCHESTRA:

For adoption: A Resolution recognizing the 40th Anniversary of the Bach and Handel Chorale and Festival Orchestra.

(Motion to adopt Resolution #25-017)

SHERIFF'S OFFICE:

#25-308 TERMINATION/EAGLE WIRELESS AGREEMENT:

For approval: Authorize the Solicitor to proceed with providing written notice to terminate the agreement with Eagle Wireless of Lansdale, Pennsylvania, for the GPS units in the Sheriff's vehicles.

(Motion)

ELECTRICITY ONLINE AUCTION:

#25-309 LETTER OF REPRESENTATION:

For ratification: Letter of Representation authorizing Apollo Edison of Spring City, Pennsylvania, through Ingram Engineering, to conduct an online electric auction to acquire the lowest electric rate for various County accounts and allows Apollo Edison to acquire historical electric usage. This authorization does not allow Apollo Edison to legally bind any contracts on behalf of the County.

(Motion)

ELECTRICITY ONLINE AUCTION:

#25-310 RECEIPT AND REVIEW OF ELECTRIC PROVIDER PROPOSALS:

(Motion)

VI. FURTHER BUSINESS:

VII. COMMISSIONERS' REPORTS:

Commissioner Ahner

Commissioner Nothstein

Commissioner Sofranko

VIII. ADJOURNMENT: