

**FEBRUARY 07, 2025**

THE REGULAR MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:32 A.M. IN THE COMMISSIONERS' MEETING ROOM, CARBON COUNTY ADMINISTRATION BUILDING, JIM THORPE, PENNSYLVANIA, VIA THE ZOOM PLATFORM WITH LIVE STREAM FOR THE PUBLIC ON THE CARBON COUNTY COMMISSIONERS FACEBOOK PAGE.

PRESENT WERE COMMISSIONERS SOFRANKO, NOTHSTEIN AND AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE AHNER, EXECUTIVE SECRETARY/OPEN RECORDS OFFICER JEN BOGER AND SECRETARY III ELIZABETH SHUBECK.

COUNTY CONTROLLER KAYLA HERMAN, COUNTY TREASURER KEVIN ZELIENKA, SHERIFF ZEIGLER, HUMAN RESOURCES DIRECTOR SAMANTHA CIALLELLA, HUMAN RESOURCES ASSISTANT DIRECTOR COREN KINTZ AND MEMBERS OF THE PRESS WERE ALSO PRESENT.

SOLICITOR FRYCKLUND WAS ABSENT.

**MOMENT OF SILENCE:**

A MOMENT OF SILENCE WAS OBSERVED.

**PRAYER:**

THE CHAIRMAN OFFERED THE PRAYER.

**PLEDGE OF ALLEGIANCE:**

THE MEETING OPENED WITH THE PLEDGE OF ALLEGIANCE.

**OFFICIAL ACTIONS OF THE CARBON COUNTY BOARD OF COMMISSIONERS:**

**MINUTES:**

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD JANUARY 23, 2025.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**GUESTS: (CONCERNING COUNTY BUSINESS AS PER COUNTY POLICY #2012-01 GOV)**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THAT THERE WERE NO EXECUTIVE SESSIONS HELD.

**FEBRUARY 07, 2025**

**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS:**

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE BUDGET TRANSFERS FOR 2024 AND 2025 AS LISTED ON TRANSMITTALS DATED FEBRUARY 6, 2025.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**SUPPLEMENTAL APPROPRIATIONS:**

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE SUPPLEMENTAL APPROPRIATIONS AS LISTED ON TRANSMITTAL DATED FEBRUARY 6, 2025.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**EXPENDITURE APPROVAL:**

**PAYROLL FUND CHECKING ACCOUNT:**

APPROVAL OF PAYROLL CHECK NUMBERS 76392 THROUGH 76409 AND DIRECT DEPOSIT CHECK NUMBERS 6072731 THROUGH 6073151 FOR PAYROLL PAID THROUGH THE PAYROLL FUND CHECKING ACCOUNT FOR ALL COUNTY FUNDS TOTALING \$714,711.98 (**PAYROLL DATED JANUARY 24, 2025**).

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO RATIFY PAYMENT OF THE PAYROLL CHECKS AS LISTED ABOVE.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 248818 THROUGH 248944 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS: (**DATED JANUARY 22 AND JANUARY 30, 2025**)

GENERAL FUND	\$ 181,503.01
COUNTY PARKING FUND	\$ 503,340.01
AREA AGENCY ON AGING FUND	\$ 48,469.89
CHILDREN & YOUTH FUND	\$ 123,219.34
HUMAN SERVICE AGENCY FUND	\$ 43.00
DOMESTIC RELATIONS FUND	\$ 1,302.94
PARKS & RECREATION FUND	\$ 6,565.43
9-1-1 FUND	\$ 7,012.47
HAZ-MAT RESPONSE FUND	\$ 1,235.47
CENTRALIZED BOOKING FUND	\$ 265,000.00
VICTIM/WITNESS FUND	\$ 1,177.40
RR ECONOMIC DEVELOPMENT FUND	\$ 139,247.45
CDBG FUND	\$ 247.70
TAX CLAIM FUND	\$ 105,738.05
TOTAL:	\$1,384,102.16

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO RATIFY PAYMENT OF THE CHECK NUMBERS AS LISTED ABOVE.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

APPROVAL OF CHECK NUMBERS 248945 THROUGH 249036 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS: (DATED FEBRUARY 6, 2025)

GENERAL FUND	\$ 458,012.19
COUNTY PARKING FUND	\$ 689.39
AREA AGENCY ON AGING FUND	\$ 597.12
CHILDREN & YOUTH FUND	\$ 110,259.90
DOMESTIC RELATIONS FUND	\$ 34.91
PARKS & RECREATION FUND	\$ 3,411.97
CARBON TRANSPORTATION FUND	\$ 330,864.00
9-1-1 FUND	\$ 70,687.25
HAZ-MAT RESPONSE FUND	\$ 6.90
FARMLAND PRESERVATION FUND	\$ 2.80
HUMAN SERVICE DEVELOPMENT FUNDS	\$ 12,450.00
HOMELESS GRANT FUND	\$ 8,639.00
CENTRALIZED BOOKING FUND	\$ 91.12
VICTIM/WITNESS FUND	\$ 40.19
AFFORDABLE HOUSING FUND	\$ 6.73
OPIOID SETTLEMENT FUND	\$ 1,750.00
COVID ARP FUND	\$ 33,422.14
CDBG FUND	\$ 44,130.17
TAX CLAIM FUND	\$ <u>7,105.98</u>
TOTAL:	\$1,082,198.76

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE PAYMENT OF THE CHECK NUMBERS AS LISTED ABOVE.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**TREASURER'S REPORT:**

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO ACCEPT THE TREASURER'S REPORT DATED JANUARY 20, 2025 TO JANUARY 24, 2025, AND JANUARY 27, 2025 TO JANUARY 31, 2025 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF JANUARY 24, 2025:**

GENERAL FUND CHECKING ACCOUNT	\$ 634,235.78
GENERAL FUND SP NOW	\$ 2,633,283.15
PLGIT/PRIME	\$ 0.00
ANIMAL SHELTER FUND	\$ 115,450.26
OPERATING RESERVE FUND	\$ 1,084,076.13
PLGIT/PRIME	\$ 0.00
RENTAL PROPERTY FUND	\$ 0.00
COUNTY PARKING FUND	\$ 2,810,367.08
PLGIT/PRIME	\$ 0.00
LIQUID FUELS TAX FUND	\$ 1,160,718.20
AREA AGENCY ON AGING FUND	\$ 823,798.35

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CHILDREN & YOUTH FUND	\$ 2,071,029.28
HUMAN SERVICE AGENCY FUND	\$ 5,236.90
DOMESTIC RELATION IV-D FUND	\$ 359,893.00
WORKFORCE INVESTMENT ACT	\$ 54,405.80
PARKS & RECREATION FUND	\$ 96,142.45
CARBON TRANSPORTATION SYSTEM FUND	\$ 1,406,534.16
9-1-1 FUND	\$ 521,203.40
HAZMAT RESPONSE FUND	\$ 224,764.38
OFFENDER SUPERVISION FUND	\$ 923,752.55
ADULT ELECTRONIC MONITORING FUND	\$ 273,859.02
FARMLAND PRESERVATION FUND	\$ 43,820.54
HUMAN SERVICE DEVELOPMENT FUND	\$ 12,878.47
HOMELESS GRANT FUND	\$ 9,063.63
CENTRALIZED BOOKING FUND	\$ 269,576.43
VICTIM/WITNESS FUND	\$ 3,986.63
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 140,000.42
COUNTY RECORDS IMPROVEMENTS FUND	\$ 61,955.02
JUVENILE SUPERVISION FEE FUND	\$ 53,318.93
COMMUNITY SERVICE FEE FUND	\$ 13,754.87
PROTHONOTARY AUTOMATION FUND	\$ 113,240.71
AFFORDABLE HOUSING FUND	\$ 710,882.19
CLERK OF COURTS AUTOMATION FUND	\$ 33,636.39
REGISTER OF WILLS AUTOMATION FUND	\$ 28,501.26
JUVENILE ELECTRONIC MONITORING FUND	\$ 7,029.15
VITAL STATS IMPROVEMENT FUND	\$ 25,902.19
SUBSTANCE ABUSE EDUCATION	\$ 275,512.40
LIQUID FUELS/ACT 44	\$ 1,075,189.83
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 1,239,855.63
VICTIMS SERVICES FUND	\$ 149,068.97
HOTEL ROOM EXCISE TAX FUND	\$ 212,245.54
DEMOLITION FUND	\$ 83,967.10
OPIOID SETTLEMENT FUND	\$ 2,021,509.15
COVID ARP FUND	\$ 76,614.14
RR ECONOMIC DEVELOPMENT FUND	\$ 1,965,966.18
CDBG FUND	\$ 2,352.25
DEBT SERVICE FUND	\$ 945,160.44
CAPITAL PROJECTS FUND	\$ 262,448.90
PLGIT/PRIME	\$ 0.00
PLGIT/CD PURCHASE	\$ 0.00
FRINGE BENEFIT PAYMENT FUND	\$ 301,384.02
PAYROLL FUND	\$ 265,340.12
TAX CLAIM FUND	\$ 2,566,869.17

**BALANCES AS OF JANUARY 31, 2025:**

GENERAL FUND CHECKING ACCOUNT	\$ 638,977.73
GENERAL FUND SP NOW	\$ 3,288,535.27
PLGIT/PRIME	\$ 0.00
ANIMAL SHELTER FUND	\$ 118,402.83
OPERATING RESERVE FUND	\$ 1,087,614.38
PLGIT/PRIME	\$ 0.00
RENTAL PROPERTY FUND	\$ 0.00
COUNTY PARKING FUND	\$ 2,350,771.81
PLGIT/PRIME	\$ 0.00
LIQUID FUELS TAX FUND	\$ 1,164,526.95

AREA AGENCY ON AGING FUND	\$ 802,436.14
CHILDREN & YOUTH FUND	\$ 1,959,579.15
HUMAN SERVICE AGENCY FUND	\$ 17,019.67
DOMESTIC RELATION IV-D FUND	\$ 360,057.77
WORKFORCE INVESTMENT ACT	\$ 107,711.52
PARKS & RECREATION FUND	\$ 97,900.80
CARBON TRANSPORTATION SYSTEM FUND	\$ 1,411,124.86
9-1-1 FUND	\$ 1,043,404.35
HAZMAT RESPONSE FUND	\$ 224,257.59
OFFENDER SUPERVISION FUND	\$ 926,747.03
ADULT ELECTRONIC MONITORING FUND	\$ 274,752.31
FARMLAND PRESERVATION FUND	\$ 43,963.11
HUMAN SERVICE DEVELOPMENT FUND	\$ 12,919.41
HOMELESS GRANT FUND	\$ 9,092.45
CENTRALIZED BOOKING FUND	\$ 5,428.97
VICTIM/WITNESS FUND	\$ 2,824.96
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 140,455.73
COUNTY RECORDS IMPROVEMENTS FUND	\$ 62,156.14
JUVENILE SUPERVISION FEE FUND	\$ 53,492.94
COMMUNITY SERVICE FEE FUND	\$ 13,799.76
PROTHONOTARY AUTOMATION FUND	\$ 113,607.77
AFFORDABLE HOUSING FUND	\$ 713,196.14
CLERK OF COURTS AUTOMATION FUND	\$ 33,745.98
REGISTER OF WILLS AUTOMATION FUND	\$ 28,594.10
JUVENILE ELECTRONIC MONITORING FUND	\$ 7,052.09
VITAL STATS IMPROVEMENT FUND	\$ 25,986.73
SUBSTANCE ABUSE EDUCATION	\$ 276,410.54
LIQUID FUELS/ACT 44	\$ 1,078,699.07
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 1,243,902.31
VICTIMS SERVICES FUND	\$ 149,567.41
HOTEL ROOM EXCISE TAX FUND	\$ 514,378.31
DEMOLITION FUND	\$ 84,235.96
OPIOID SETTLEMENT FUND	\$ 2,028,247.51
COVID ARP FUND	\$ 76,864.20
RR ECONOMIC DEVELOPMENT FUND	\$ 1,833,106.10
CDBG FUND	\$ 46,265.73
DEBT SERVICE FUND	\$ 948,997.14
CAPITAL PROJECTS FUND	\$ 263,535.30
PLGIT/PRIME	\$ 0.00
PLGIT/CD PURCHASE	\$ 0.00
FRINGE BENEFIT PAYMENT FUND	\$ 312,570.94
PAYROLL FUND	\$ 108,220.49
TAX CLAIM FUND	\$ 2,492,930.75

BOARD POLLED: AHNER YES  
 NOTHSTEIN YES  
 SOFRANKO YES

THE CHAIRMAN RECESSED THE REGULAR MEETING AT 10:36 A.M. IN ORDER TO CONVENE THE MONTHLY SALARY BOARD MEETING.

THE BOARD RECONVENED THE REGULAR MEETING AT 10:45 A.M.

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**PERSONNEL REPORT:**

**COUNTY DEPARTMENTS:**

**RETIREMENT:**

**NANCY J. DAVIDOVICH**, WEATHERLY, PA – ARCHIVIST/RECORDS DIRECTOR, ARCHIVES – EFFECTIVE MARCH 7, 2025

**RESIGNATIONS:**

**STEVE E. CARTER**, PALMERTON, PA - CORRECTIONS OFFICER, CORRECTIONS - EFFECTIVE JANUARY 31, 2025

**ANTHONY L. MARTINS-ZINSKIE**, WEATHERLY, PA - CORRECTIONS OFFICER, CORRECTIONS - EFFECTIVE JANUARY 27, 2025

**NOAH J. MELBER**, JIM THORPE, PA – PART-TIME SEASONAL PARK MAINTENANCE, PARKS – EFFECTIVE JANUARY 27, 2025

**JESSE SELLERS**, NESQUEHONING, PA - CORRECTIONS OFFICER, CORRECTIONS - EFFECTIVE JANUARY 29, 2025

**MELISSA F. SHELLOCK**, WEATHERLY, PA – CLEANING PERSON, BUILDINGS & GROUNDS - EFFECTIVE FEBRUARY 19, 2025

**PRISON BOARD APPOINTMENTS:**

**TRACEY G. ODDY**, JIM THORPE, PA - CORRECTIONS OFFICER, CORRECTIONS - EFFECTIVE FEBRUARY 10, 2025

**CHANGES OF STATUS:**

**JOSHUA J. JACOBS**, NESQUEHONING, PA

FROM: ASSISTANT MANAGER TRAINEE, COMMUNICATION CENTER

TO: 911 ASSISTANT MANAGER, COMMUNICATION CENTER

EFFECTIVE: FEBRUARY 10, 2025

**SEMINAR/TRAINING REQUESTS:**

**COMMUNICATION CENTER:**

**JOSHUA J. JACOBS**

2025 PA GIS CONFERENCE

STATE COLLEGE, PA

COST: CONFERENCE FEE \$260, LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**JOSHUA J. JACOBS**

**THOMAS B. WASSIL**

PA APCO ANNUAL SPRING CONFERENCE

LANCASTER, PA

COST: CONFERENCE FEE \$125.00/PER PERSON, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE PERSONNEL REPORT DATED FEBRUARY 6, 2025.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**ACKNOWLEDGEMENTS/COURTS & ROW OFFICES:**

**COURTS:**

**RETIREMENT:**

**DONNA L. PECK**, LANSFORD, PA – OFFICE SUPERVISOR I, MDJ-LANSFORD - EFFECTIVE APRIL 14, 2025

**RESIGNATION:**

**MEGAN V. STEBER**, JIM THORPE, PA – SECRETARY I, MDJ-WEATHERLY - EFFECTIVE FEBRUARY 7, 2025

**APPOINTMENT:**

**MADISSEN W. BRADY RITTENBERG**, JIM THORPE, PA – ADMINISTRATIVE ASSISTANT, COURT ADMINISTRATION - EFFECTIVE FEBRUARY 10, 2025

**CHANGES OF STATUS:**

**CARLA J. BARTELT**, NESQUEHONING, PA  
FROM: SECRETARY II, MDJ - LANSFORD  
TO: OFFICE SUPERVISOR I TRAINEE, MDJ - LANSFORD  
EFFECTIVE: FEBRUARY 10, 2025

**CASSANDRA L. BRANCHIDE**, LANSFORD, PA  
FROM: SECRETARY I, MDJ - LANSFORD  
TO: SECRETARY II TRAINEE, MDJ - LANSFORD  
EFFECTIVE: FEBRUARY 10, 2025

**UNPAID INTERNSHIP:**

**SAMANTHA TECHENTIN**, PALMERTON, PA  
KUTZTOWN UNIVERSITY, CRIMINAL JUSTICE WITH PARALEGAL STUDIES SCIENCE WITH A MINOR IN FORENSICS  
FROM: JUNE 30, 2025  
TO: AUGUST 18, 2025

**LEAVE OF ABSENCE:**

**COURT ADMINISTRATION:**

**DANIEL A. WOODMAN**, SLATINGTON, PA  
LAW CLERK  
FROM: JANUARY 27, 2025  
TO: FEBRUARY 28, 2025

**SEMINAR/TRAINING REQUESTS:**

**ADULT PROBATION:**

**JILLIAN C. FITTOS**  
CONTROL TACTICS RECERTIFICATION COURTS  
ALLENTOWN, PA  
COST: MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**ADULT PROBATION:**

**JANENE M. HOLTER**  
REGIONAL ADULT CHIEF MEETING  
WILKES-BARRE, PA  
COST: MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**JANENE M. HOLTER**                      **JESSICA L. CRESSLEY**  
DUI COORDINATORS CONFERENCE 2025  
STATE COLLEGE, PA  
COST: LODGING, MEALS, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

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**CONTROLLER:**

**RHONDA L. SPADELL**, PALMERTON, PA

FROM: FISCAL/DATA PROCESSING SUPERVISOR TRAINEE, FISCAL/DATA PROCESSING

TO: FISCAL/DATA PROCESSING SUPERVISOR, FISCAL/DATA PROCESSING

EFFECTIVE: FEBRUARY 10, 2025

**DISTRICT ATTORNEY:**

**APPOINTMENTS:**

**ROBERTA M. BALES**, LANSFORD, PA – PART-TIME LEGAL SECRETARY, DISTRICT ATTORNEY - EFFECTIVE FEBRUARY 10, 2025

**SAMANTHA J. WHITEHEAD**, LANSFORD, PA – CLERICAL SPECIALIST/DISCOVERY COORDINATOR, DISTRICT ATTORNEY - EFFECTIVE FEBRUARY 10, 2025

**SHERIFF:**

**APPOINTMENT:**

**ALEXIS M. CRESPI**N, LEHIGHTON, PA – DEPUTY SHERIFF, SHERIFF - EFFECTIVE FEBRUARY 10, 2025

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO ACKNOWLEDGE THE PERSONNEL REPORT DATED FEBRUARY 6, 2025.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**CORRESPONDENCE:**

MINUTES RECEIVED: OCTOBER 22, 2024 MEETING OF THE CARBON COUNTY COUNCIL OF GOVERNMENTS; NOVEMBER 19, 2024 AND DECEMBER 17, 2024 MEETINGS OF THE CARBON COUNTY PLANNING COMMISSION; DECEMBER 17, 2024 MEETING OF THE CARBON COUNTY SAFETY COMMITTEE.

THE 2024 REPORTS OF RECEIPTS AND DISBURSEMENTS WERE RECEIVED FROM THE CARBON COUNTY DISTRICT COURT 56-3-01, JIM THORPE, AND CARBON COUNTY DISTRICT COURT 56-3-02, PALMERTON, ALONG WITH THE CASELOAD REPORTS RESPECTIVELY.

THE 2024 PROCESS REPORT AND ARCHIVES/RECORDS REPORT WERE RECEIVED FROM THE CARBON COUNTY ARCHIVES OFFICE.

A COMMUNICATION WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES REGARDING THE FY 2024-2025 MEDICAL ASSISTANCE TRANSPORTATION PROGRAM (MATP) 1<sup>ST</sup> QUARTER REPORT/3<sup>RD</sup> QUARTER ADVANCE PAYMENT IN THE AMOUNT OF \$307,764.00.

LETTER WAS RECEIVED FROM WEATHERLY AREA COMMUNITY LIBRARY THANKING THE COMMISSIONERS FOR THEIR DONATION AND SUPPORT.

A LETTER OF SUPPORT WAS RECEIVED FROM THE CARBON COUNTY CHIEFS OF POLICE ASSOCIATION REGARDING THE RE-ENTRY SERVICE CENTER IN CARBON COUNTY.

A COMMUNICATION WAS RECEIVED FROM THE PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY (PEMA) PROVIDING THE COUNTY WITH THE REPORT OF THE MONITORING REVIEW OF CARBON COUNTY'S EMERGENCY MANAGEMENT PERFORMANCE GRANT FOR FEDERAL FISCAL YEAR 2023.

A NOTIFICATION WAS RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) ADVISING THAT ON SEPTEMBER 10, 2024, THE ENVIRONMENTAL QUALITY BOARD (EQB) ADOPTED THE PROPOSED RULEMAKING - CLASS A STREAM REDESIGNATIONS. THE STREAM

REDESIGNATION PROCESS AND THE STREAM EVALUATION REPORTS ARE AVAILABLE ON THE DEP'S WEBSITE AT [HTTP://WWW.DEP.PA.GOV](http://www.dep.pa.gov).

COMMUNICATION WAS RECEIVED REGARDING THE FOLLOWING PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT APPLICATION:

ROSSI EXCAVATING COMPANY  
 SURFACE MINING PERMIT NOS. 13940201R6 &C7  
 BOND REVIEW FOR 2024  
 AUTHORIZATION TO MINE NO. 1756-13940201-09  
 BANKS BANK OPERATION  
 BANKS TOWNSHIP, CARBON COUNTY

**BOARDS & AUTHORITIES:**

**ENVIRONMENTAL ED CENTER:**

**#25-035 REAPPOINTMENTS:**

FIVE-YEAR TERM TO EXPIRE 12/31/29: DAVID R. HAWK LEHIGHTON, PA  
 MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE THE REAPPOINTMENT OF DAVID R. HAWK TO SERVE AS A MEMBER OF THE ENVIRONMENTAL ED CENTER AS LISTED ON AGENDA ITEM #25-035.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**CHILDREN & YOUTH:**

**#25-036 AGREEMENTS:**

THE FY 2024-2025 PURCHASE OF SERVICE AGREEMENTS WERE SUBMITTED FOR THE FOLLOWING PROVIDERS:

**CSI, CORPORATE SECURITY AND INVESTIGATION, LLC., MONACA, PA**

<b><u>SERVICE</u></b>	<b><u>RATE</u></b>
LOCATE SERVICES	\$110.00/HR
SAFETY MONITORING	\$110.00/HR
INVESTIGATION SUPPORT	\$110.00/HR
HUMAN TRAFFICING INVESTIGATIONS	\$110.00/HR
MULTI-DISCIPLINARY INVESTIGATION TEAM	\$110.00/HR
FAMILY FINDING DATABASE REPORT	\$36.75 PER KIN
FAMILY FINDING & ENGAGEMENT	\$110.00/HR
FATHER ENGAGEMENT	\$110.00/HR
TRANSPORTATION OF COMPLEX YOUTH	\$110.00/HR PER CSI STAFF
PROCESS SERVE	\$110.00/HR
YOUTH SUPPORTING DURING PLACEMENT WAITING PERIOD	\$110.00/HR
COUNTY SPECIFIC SPECIAL REQUEST	RATE DETERMINED UPON SPECIFIC SERVICE
REIMBURSEMENT: FEES & EXPENSES	PRIOR APPROVAL FROM COUNTY AGENCY REQUIRED
MILEAGE	TRAVEL OUTSIDE COUNTY LINES WILL REQUIRE PRIOR COUNTY AGENCY APPROVAL

**FORGET ME KNOT CHILDREN & YOUTH SERVICES, PHILADELPHIA, PA**

**PROGRAM/SERVICE**

**PER DIEM**

EMERGENCY SHELTER	\$225.00
GROUP HOME	\$204.10
1:1 CARE	\$564.10

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE FY 2024-2025 PURCHASE OF SERVICE AGREEMENTS AS LISTED ON AGENDA ITEM #25-036.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**CORRECTIONAL FACILITY:**

**#25-037   PROPOSAL/HOWARD REFRIGERATION & AIR CONDITIONING CO.:**

RATIFY THE PROPOSAL FROM HOWARD REFRIGERATION & AIR CONDITIONING CO. OF ALLENTOWN, PENNSYLVANIA, TO RECLAIM AND DISPOSE OF THE REFRIGERATION SYSTEM FOR THE WALK-IN FREEZER, INSTALL BOHN 2 ½ -H.P., LOW TEMP, OUTDOOR CONDENSING UNIT ON THE ROOF, INSTALL BOHN 13,000 B.T.U. EVAPORATOR COIL WITH EXPANSION VALVE, SOLENOID AND DIGITAL TEMP CONTROL AT A TOTAL COST OF \$12,658.00 INCLUDING LABOR, MATERIALS AND A FIVE (5) YEAR COMPRESSOR WARRANTY AND ONE (1) YEAR PARTS AND LABOR.

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO RATIFY THE PROPOSAL FROM HOWARD REFRIGERATION & AIR CONDITIONING CO. AS LISTED ON AGENDA ITEM #25-037.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**#25-038   VIAPATH TECHNOLOGIES:**

AGREEMENT WITH VIAPATH TECHNOLOGIES OF FALLS CHURCH, VIRGINIA, TO PURCHASE DISI CORRETRAK SYSTEM AT A COST OF \$36,768.00 WHICH INCLUDES THE APPLICATION SERVER SOFTWARE, EQUIPMENT, INSTALLATION, TRAINING AND ONE (1) YEAR CUSTOMER 24/7 MAINTENANCE WAS PRESENTED FOR APPROVAL. (PAID THROUGH COMMISSARY FUNDS).

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE AND EXECUTE THE AGREEMENT WITH VIAPATH TECHNOLOGIES AS LISTED ON AGENDA ITEM #25-038.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**DISTRICT COURT OFFICE/DODSON:**

**#25-039   AGREEMENT/ESCO SECURITY:**

AGREEMENT WITH ESCO, INCORPORATED OF EPHRATA, PENNSYLVANIA, TO INSTALL A CLINTON CE-BZIHDEX-SDI 2.0 OUTDOOR TRUE D/N IR BULLET CAMERA LOCATED AT THE MAGISTERIAL DISTRICT JUSTICE OFFICE DODSON AT A TOTAL COST OF \$1,724.00 WHICH INCLUDES A ONE (1) YEAR ESCO INSTALLATION WARRANTY WAS PRESENTED FOR APPROVAL. COSTARS #040-E23-201.

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE AGREEMENT WITH ESCO, INCORPORATED AS LISTED ON AGENDA ITEM #25-039.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**EMERGENCY MANAGEMENT:**

**#25-040 NE TASK FORCE/HOMELAND SECURITY GRANT:**

THE 2024 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) AGREEMENT BETWEEN THE COMMONWEALTH OF PENNSYLVANIA/PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY (PEMA) AND THE NORTHEAST PENNSYLVANIA REGIONAL COUNTER TERRORISM TASK FORCE WAS PRESENTED FOR APPROVAL. THE TERM OF THE AGREEMENT IS SEPTEMBER 1, 2024 THROUGH AUGUST 31, 2027. AWARD: \$806,419.00. (NEPRCTTF CONSISTS OF TEN (10) COUNTIES)

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE 2024 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) AGREEMENT AS LISTED ON AGENDA ITEM #25-040.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**JUVENILE PROBATION:**

**JUVENILE COURT JUDGES' COMMISSION:**

**#25-041 YOUTH LEVEL OF SERVICE USAGE AGREEMENT:**

USAGE AGREEMENT WITH JUVENILE COURT JUDGES' COMMISSION FOR YOUTH LEVEL OF SERVICE ASSESSMENTS AT A COST OF \$4.00 PER-USE RATE WAS PRESENTED FOR APPROVAL. FUNDED THROUGH THE CHILDREN & YOUTH NEEDS BASED BUDGET. TERM IS FOR ONE YEAR AND AUTOMATICALLY RENEWABLE.

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE USAGE AGREEMENT WITH JUVENILE COURT JUDGES' COMMISSION AS LISTED ON AGENDA ITEM #25-041.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**LIQUID FUELS:**

**#25-042 ANNUAL REPORT:**

RATIFY THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE LIQUID FUELS TAX FUND ACCOUNT LISTING AN UNENCUMBERED BALANCE OF \$225,561.623 AS OF DECEMBER 31, 2024 AND LISTING ENCUMBRANCES AS FOLLOWS:

BRIDGE #19 – T-435, POHOPOCO DRIVE, BRIDGE REPAIRS   \$ 130,000.00  
BRIDGE #17 – GUIDERAIL   \$ 17,000.00  
BRIDGE #4 – PACKER TOWNSHIP, BRIDGE REPLACEMENT   \$ 801,000.00  
   \$ 948,000.00

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO RATIFY THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE LIQUID FUELS TAX FUND ACCOUNT AS LISTED ON AGENDA ITEM #25-042.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**#25-043 ACT 44 REPORT:**

THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SHOWING THE BALANCE OF ACT 44 FUNDS FOR THE CALENDAR YEAR 2024. BALANCE AS OF DECEMBER 31, 2024 - \$422,693.65 WAS PRESENTED FOR APPROVAL.

\*REPORTING REQUIREMENT FOR FUNDS WHICH THE COUNTY RECEIVED AND CAN ONLY BE UTILIZED FOR CONSTRUCTION, RECONSTRUCTION, MAINTENANCE AND REPAIR OF BRIDGES.

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE SUBMISSION OF THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SHOWING BALANCE OF ACT 44 FUNDS FOR CALENDAR YEAR 2024 AS LISTED ON AGENDA ITEM #25-043.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**#25-044 ACT 89 REPORT:**

THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SHOWING THE BALANCE OF ACT 89 FUNDS FOR THE CALENDAR YEAR 2024. BALANCE AS OF DECEMBER 31, 2024 - \$652,496.18 WAS PRESENTED FOR APPROVAL.

\*REPORTING REQUIREMENT FOR FUNDS WHICH THE COUNTY RECEIVED AND CAN ONLY BE UTILIZED FOR CONSTRUCTION, RECONSTRUCTION, MAINTENANCE AND REPAIR OF BRIDGES.

MOTION BY MR. AHNER, SECONDED BY MR. SOFRANKO, TO APPROVE SUBMISSION OF THE ANNUAL REPORT TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SHOWING BALANCE OF ACT 89 FUNDS FOR CALENDAR YEAR 2024 AS LISTED ON AGENDA ITEM #25-044.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**NEPA MPO:**

**#25-045 PLANNING COMMITTEE:**

THE ASSIGNMENT OF COUNTY REPRESENTATIVE ALTERNATE TO THE NORTHEASTERN PENNSYLVANIA METROPOLITAN PLANNING ORGANIZATION (NEPA MPO) TECHNICAL PLANNING COMMITTEE FOR THE TERM ENDING JUNE 30, 2026:

COUNTY REPRESENTATIVE ALTERNATE: VALERIE SAVERI, GRANT COORDINATOR

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO APPROVE THE ASSIGNMENT OF COUNTY REPRESENTATIVE ALTERNATE TO THE NORTHEASTERN PENNSYLVANIA METROPOLITAN PLANNING ORGANIZATION (NEPA MPO) TECHNICAL PLANNING COMMITTEE AS LISTED ON AGENDA ITEM #25-045.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**SHERIFFS OFFICE:**

**#25-046 PURCHASE/SERVICE AGREEMENT/EDWARDS BUSINESS:**

A PURCHASE/SERVICE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS OF WYOMISSING, PENNSYLVANIA, ONE (1) BIZHUB C4051I A4 COPIER/PRINTER AT A TOTAL COST OF \$3,148.60 (0.01183 B&W PER COPY AND 0.07570 COLOR PER COPY BILLED QUARTERLY) LOCATED AT THE SHERIFF'S OFFICE WAS

PRESENTED FOR APPROVAL. MAINTENANCE WILL BE FIXED FOR THE FIRST THREE (3) YEARS WITH A 5% INCREASE EACH YEAR AFTER. SOURCEWELL CONTRACT #030321-KON

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE PURCHASE/SERVICE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS AS LISTED ON AGENDA ITEM #25-046.

BOARD POLLED: AHNER YES  
NOTHSTEIN YES  
SOFRANKO YES

**TREASURERS OFFICE:**

**#25-047 PURCHASE/SERVICE AGREEMENT/EDWARDS BUSINESS:**

A PURCHASE/SERVICE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS OF WYOMISSING, PENNSYLVANIA, ONE (1) BIZHUB C4001I A4 PRINTER AT A TOTAL COST OF \$1,119.28 (0.00972 B&W PER COPY AND 0.07921 COLOR PER COPY BILLED QUARTERLY) LOCATED AT THE TREASURER’S OFFICE WAS PRESENTED FOR APPROVAL. MAINTENANCE WILL BE FIXED FOR THE FIRST THREE (3) YEARS WITH A 5% INCREASE EACH YEAR AFTER. SOURCEWELL CONTRACT #030321-KON

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE PURCHASE/SERVICE AGREEMENT WITH EDWARDS BUSINESS SYSTEMS AS LISTED ON AGENDA ITEM #25-047.

BOARD POLLED: AHNER YES  
NOTHSTEIN YES  
SOFRANKO YES

**SOLICITOR'S REPORT:**

**COUNTY POLICY 2025-01:**

**#25-048 CARBON COUNTY OPEN RECORDS POLICY:**

A REQUEST WAS RECEIVED TO ADOPT THE CARBON COUNTY OPEN RECORDS POLICY 2025-01 TO ASSURE COMPLIANCE WITH ACT 3 OF 2008, THE PENNSYLVANIA RIGHT-TO-KNOW, AS AMENDED; TO PROVIDE ACCESS TO PUBLIC RECORDS OF CARBON COUNTY (“COUNTY”), TO PRESERVE THE INTEGRITY OF THE COUNTY’S RECORDS, AND TO MINIMIZE THE FINANCIAL IMPACT TO THE RESIDENTS OF THE COUNTY REGARDING THE RESOURCES UTILIZED IN THE RECEIPT AND PROCESSING OF PUBLIC RECORDS REQUESTS AND THE RETRIEVAL AND COPYING OF PUBLIC RECORDS.

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO ADOPT THE CARBON COUNTY OPEN RECORDS POLICY 2025-01 AS LISTED ON AGENDA ITEM #25-048.

BOARD POLLED: AHNER YES  
NOTHSTEIN YES  
SOFRANKO YES

**#25-049 GAZEBO REQUESTS:**

REQUESTS WERE RECEIVED FOR THE USE OF THE GAZEBO IN THE JOSIAH WHITE PARK WERE SUBMITTED FOR THE FOLLOWING:

- GOD’S TRUE VINE INTERNATIONAL CHURCH, KRESGEVILLE, PA
- SPREAD THE GOSPEL THROUGH MUSIC AND PREACHING
- FEBRUARY 23, 2025, 1:00 P.M. TO 4:00 P.M.
- MARCH 16, 2025, 11:00 A.M. TO 2:00 P.M.

**FEBRUARY 07, 2025**

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE GAZEBO REQUEST AS LISTED ON AGENDA ITEM #25-049.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**JOSIAH WHITE PARK:**

**#25-050   SPECIAL ACTIVITIES AGREEMENT/PARK USAGE PERMIT:**

A SPECIAL ACTIVITIES AGREEMENT WAS SUBMITTED FOR THE USE OF JOSIAH WHITE PARK ALONG WITH THE PARK USAGE PERMIT FOR THE FOLLOWING:

JIM THORPE TOURISM AGENCY  
WINTERFEST 2025, ICE SCULPTING IN THE PARK  
FEBRUARY 15 & 16, 2025

MOTION BY MR. NOTHSTEIN, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE SPECIAL ACTIVITIES AGREEMENT FOR THE USE OF JOSIAH WHITE PARK ALONG WITH THE PARK USAGE PERMIT AS LISTED ON AGENDA ITEM #25-050.

BOARD POLLED:   AHNER       YES  
                          NOTHSTEIN   YES  
                          SOFRANKO   YES

**PROCLAMATION:**

**#25-051   FBLA WEEK:**

A PROCLAMATION ACKNOWLEDGING THE WEEK OF FEBRUARY 9 – 15, 2025 AS “FBLA WEEK” WAS PRESENTED FOR ADOPTION.

**FUTURE BUSINESS LEADERS OF AMERICA WEEK FEBRUARY 9-15, 2025**

**WHEREAS**, FUTURE BUSINESS LEADERS OF AMERICA IS A NONPROFIT EDUCATIONAL ORGANIZATION WHOSE FIRST CHAPTER WAS ESTABLISHED IN JOHNSON CITY, TENNESSEE, IN 1942, AND

**WHEREAS**, PENNSYLVANIA FBLA WAS OFFICIALLY CHARTERED AS A STATE CHAPTER IN 1952; AND

**WHEREAS**, JIM THORPE HIGH SCHOOL, ADVISED BY TONIA THOMPSON, OFFICIALLY CHARTERED ITS FBLA LOCAL CHAPTER ON THE 26<sup>TH</sup> OF OCTOBER, 2016, LB MORRIS MIDDLE SCHOOL, ADVISED BY STEPHANIE PETRUCCI, OFFICIALLY CHARTERED ITS FBLA LOCAL CHAPTER ON THE 21<sup>ST</sup> OF SEPTEMBER 2023, AND PENN KIDDER CAMPUS MIDDLE SCHOOL, ADVISED BY ANITA REPECKI AND MELANIE SEPULVEDA, OFFICIALLY CHARTERED ITS FBLA LOCAL CHAPTER ON THE 21<sup>ST</sup> OF SEPTEMBER 2023; AND

**WHEREAS**, PENNSYLVANIA FBLA HAS GROWN TO COMPASS 13,000 MEMBERS STATEWIDE AND OVER 225,000 MEMBERS & ADVISERS NATIONWIDE IN MIDDLE SCHOOLS, HIGH SCHOOLS, COLLEGES, UNIVERSITIES, CAREER & TECHNICAL SCHOOLS, & PRIVATE BUSINESS SCHOOLS; AND

**WHEREAS**, THE MEMBERSHIP FOR THE 2024-2025 SCHOOL YEAR FOR JIM THORPE HIGH SCHOOL FBLA IS 183 MEMBERS, FOR PENN KIDDER CAMPUS MIDDLE SCHOOL FBLA, 63 MEMBERS, AND FOR LB MORRIS MIDDLE SCHOOL FBLA, 30 MEMBERS.

**WHEREAS**, FBLA IS A PROFESSIONAL BUSINESS ORGANIZATION DEDICATED TO BRINGING BUSINESS & EDUCATION TOGETHER IN A POSITIVE WORKING RELATIONSHIP THROUGH INNOVATIVE LEADERSHIP & CAREER DEVELOPMENT PROGRAMS; AND

**WHEREAS**, FBLA MEMBERS PERFORM COMMUNITY SERVICE ACTIVITIES AND STRIVE TO BUILD A STUDENT’S UNDERSTANDING OF THE REALITIES OF THE MODERN BUSINESS WORLD; AND

**WHEREAS**, FBLA TEACHES MIDDLE SCHOOL, HIGH SCHOOL, & COLLEGE STUDENTS BASIC BUSINESS AND LEADERSHIP PRINCIPLES, AND ASSISTS THEM IN THE TRANSITION FROM SCHOOL TO WORK.

**NOW, THEREFORE, BE IT RESOLVED** THAT THE CARBON COUNTY BOARD OF COMMISSIONERS DOES HEREBY PROCLAIM THE WEEK OF FEBRUARY 9-15, 2025, AS **NATIONAL FBLA WEEK** IN CARBON COUNTY.

**ADOPTED** BY THE CARBON COUNTY BOARD OF COMMISSIONERS THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2025

**CARBON COUNTY BOARD OF COMMISSIONERS**

/S/ MICHAEL J. SOFRANKO, CHAIRMAN

/S/ WAYNE E. NOTHSTEIN, VICE-CHAIRMAN

/S/ ROCKY C. AHNER, MEMBER

**ATTEST:**

/S/ ELOISE K. AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR

MOTION BY MR. AHNER, SECONDED BY MR. NOTHSTEIN, TO ADOPT THE PROCLAMATION #25-001 ACKNOWLEDGING THE WEEK OF FEBRUARY 9 – 15, 2025 AS “FBLA WEEK” AS LISTED ON AGENDA ITEM #25-051.

BOARD POLLED:	AHNER	YES
	NOTHSTEIN	YES
	SOFRANKO	YES

**COMMISSIONERS' REPORTS:**

COMMISSIONER SOFRANKO ACKNOWLEDGED THE FOLLOWING:

- THE CARBON COUNTY ANIMAL SHELTER WILL BE HAVING HALF PRICE ADOPTIONS FOR THE MONTH OF FEBRUARY.
- 2024 REPORT OF THE ACCOMPLISHMENTS FOR THE CARBON COUNTY ANIMAL SHELTER ADVISORY BOARD.
- ENJOY THE SUPER BOWL.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 10:51 A.M.

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LISA O'DONNELL,  
ASSISTANT CHIEF CLERK/OFFICE MANAGER

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MICHAEL J. SOFRANKO, CHAIRMAN