

**PIKE COUNTY RETIREMENT BOARD AGENDA**  
**Wednesday, April 15, 2020, 9:00 a.m.**  
**Pike County Administration Building**

1. Call to order.
2. Approve the April 15, 2020 Agenda.
3. Approve the March 18, 2020 Minutes.

**NEW BUSINESS**

1. Motion to approve refund of contributions to employees no longer with the County:

|                    |          |      |
|--------------------|----------|------|
| a. Keith Buccieri  | 4/6/2020 | PCCF |
| b. Joseph Shiffler | 4/6/2020 | PCCF |

2. Motion to approve the following retirement:

|                   |           |                |
|-------------------|-----------|----------------|
| a. William Werner | 3/31/2020 | Transportation |
|-------------------|-----------|----------------|

ADJOURNMENT

**RETIREMENT BOARD**  
**Wednesday, March 18, 2020**

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini; Chief Clerk Orben; Treasurer Gilpin; and Solicitor Farley.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to convene the Retirement Board Meeting.

**VOTE:** All members voted "aye". Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the March 18, 2020 Retirement Board Agenda.

**VOTE:** All members voted "aye". Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the February 19, 2020 Retirement Board Minutes.

**VOTE:** All members voted "aye". Motion carried.

Under **NEW BUSINESS**, the following motions were made:

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the following invoices for payment:

|                               |             |  |
|-------------------------------|-------------|--|
| a. Korn Ferry                 | \$ 5,253.00 | 1 <sup>st</sup> Quarter Actuarial Services     |
| b. Biondo Investment Advisors | \$47,535.51 | 1 <sup>st</sup> Quarter Fee Billing            |
| c. Broadridge Matrix Trust Co | \$11,187.76 | 1 <sup>st</sup> Quarter Asset/Transaction Fees |

**VOTE:** All members voted "aye". Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to adjourn the Pike County Retirement Board Meeting.

**VOTE:** All members voted "aye". Motion carried.

Retirement Board Meeting adjourned.

**AGENDA**  
**WEDNESDAY, APRIL 15, 2020, 10:00 A.M.**  
**PIKE COUNTY COMMISSIONERS' OFFICE**

1. Call to Order.
2. Pledge of Allegiance.

**PUBLIC COMMENTS/QUESTIONS CONCERNING TODAY'S AGENDA**

*Motion to recess the Commissioners' Meeting to hold a Retirement Board Meeting.*

**RETIREMENT BOARD MEETING**

*Motion to reconvene Commissioners' Meeting.*

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|--|----------------|
| 1. Approve April 15, 2020 Agenda.                                  |                |
| 2. Approve March 18, 2020 Meeting Minutes.                         |                |
| 3. Approve March 24, 26, April 1 and 7, 2020 Conference Minutes.   |                |
| 4. Approve payment from <b>GENERAL FUND (County Bills)</b> .....   | \$2,145,380.95 |
| 5. Approve payment from <b>ACT 89 FUND (MHE-Kimbles Rd.)</b> ..... | \$13,450.00    |
| 6. Approve payment from <b>ACT 44 FUND (MHE-Mott St.)</b> .....    | \$220.00       |
| 7. Approve payment from <b>PC EMPLOYEES HEALTH INS. FUND</b> ..... | \$1,838,744.85 |

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**OLD BUSINESS:** None.

**NEW BUSINESS**

1. Motion to adopt Resolution No. 20-10, Parkinson's Awareness Month – April 2020.
2. Motion to ratify the acceptance of the PA Department of Education Letter of Agreement supporting the Wayne Pike Workforce Alliance and SHINE.
3. Motion to execute the Purchase of Service Agreements between the following providers and the County of Pike, on behalf of Children & Youth Services: Avanco International, Inc. and Perseus House, Inc.

**MISCELLANEOUS**

Pike County Resolution 20-09, Declaration of Pike County Employees being Furloughed or Partially Furloughed During the COVID-19 Emergency.

Press Release – Masks Added to COVID-19 Health and Safety Protocols for Staff and Public within Pike County Government Facilities.

**PRESS & PUBLIC COMMENTS/QUESTIONS/ADJOURNMENT:**  
**THE NEXT REGULAR MEETING OF THE PIKE COUNTY COMMISSIONERS WILL BE HELD**  
**ON WEDNESDAY, MAY 6, 2020, AT 9:00 A.M. IN THE PIKE COUNTY ADMINISTRATION**  
**BUILDING.**

**Wednesday, March 18, 2020**

The second regular meeting of March 2020 of the Pike County Commissioners was called to order by Commissioner Osterberg at 10:00 a.m. at the Pike County Administration Building, followed by the "Pledge of Allegiance" to the flag.

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini; Chief Clerk Orben; Solicitor Farley.

Commissioner Osterberg announced that there will be an abbreviated meeting here with some of the things that are on line. First, we have a Notice from the Court and we're going to allow the President Judge to explain to us what this Declaration means to the public and all of us in the County as far as how County operations will continue during the crisis.

President Judge Gregory H. Chelak said the Court remains operational. We are reducing the number of cases and the number of people that come into our courthouse to avoid any spreading or exposure to viruses (not just the Coronavirus). We have taken certain steps through the Court system that includes not just the Court of Common Pleas, but our Magisterial District Judges' Offices (4 of them) and Probation Department (Adult, Juvenile and Domestic Relations). As of yesterday, I did sign a Declaration on behalf of the Court as has been authorized by our Pennsylvania Supreme Court for the Declaration of Judicial Emergency within Pike County. Those words itself don't mean everything shuts down. It just means the Court has certain authorities that, under the Rules of Judicial Administration, very particularly important to our operation is the enhanced use of video conferencing proceedings, which I will be using today myself with our jail. We have coordinated with our jail and the attorneys (the Defense Bar and the District Attorney's Office) for the enhanced use of the video conference proceedings. That will have the incarcerated defendant in a criminal critical case present by video conferencing. That individual will not be leaving the jail or transported to Court, but we will be able to conduct the hearing and resolve that matter in Court without the person being physically present. The attorneys will be present during the proceedings and several court personnel. It will obviously reduce the need for our Sheriff's office to transport individuals to the Court for proceedings and hold them in holding cells. I believe that will certainly help us not only remain operational, but also keep physical distance and contact with people. We expect within the next 2 weeks, Judge Gaughan, Court Administrator Venditti and I have gone through the Court schedule and right now we have addressed a 2 week time frame. The Court, in essence, will have video conference proceedings. The in-person proceedings are limited if we have any at all. The timing of this was fortuitous for myself as the Judge handling criminal cases in the sense that there was a special trial that was scheduled that has been continued. That avoided us having to bring in close to 150 jurors for that trial and for the trial time itself. That created open court time for myself and obviously we're not going to fill that time. We have been working diligently to address the Court schedule. We have constantly been talking to our staff. I appreciate the Commissioners addressing the maintenance and sanitizing issues, even without our office, because it is very important. We're going to continue to monitor our situation, both on the MDJ (Magisterial District Judge) level and the Court of Common Pleas level on a week to week basis. We will address our Court schedule every 2 weeks. At the end of this work week we will then look and see where we stand for the following week after next week. It's a very fluid situation and we're just going to address it as we go. We're going to try to give as much notice to the attorneys and parties because we don't want people coming into the Courthouse unnecessarily, especially if their cases have been continued.

*Public Comments/Questions concerning today's agenda.*

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to recess the Commissioners' Meeting to hold a Retirement Board Meeting.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**A RETIREMENT BOARD MEETING WAS HELD.**

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to reconvene the Commissioners' Meeting.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the March 18, 2020 Agenda with the following change: Move Item No. 3 under New Business to the end of the Agenda.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Guccini and seconded by Commissioner Schmalzle, to approve the February 19, 2020 Commissioners' Meeting Minutes.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**Commissioners' Conference**  
**Tuesday, March 24, 2020**

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini (via telephone); Chief Clerk Orben.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-07A, Amended Declaration of Disaster Emergency.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Acknowledgement Letter to the PA Department of Human Services for the County's final MATP allocation amount of \$228,730 for FY 2018-19, on behalf of the Transportation Office.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the proposal from Stone Office, Inc. for additional miscellaneous items for Children & Youth.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

Commissioners' conference was adjourned.

**Commissioners' Conference**  
**Thursday, March 26, 2020**

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini; Chief Clerk Orben.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Agreement between Avenu Enterprise Solution and the County of Pike, to update the existing uslandrecords.com site for Pike County, on behalf of the Recorder of Deeds Office.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Platform Transition Package between Highmark and the County of Pike, to allow access of Highmark's analytics tools.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve the District Attorney's Office Administrative Leave/Re-Assignment Procedure during a "State of Emergency" for PCCD grant funded procedures.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following:

|   |                     |
|---|---------------------|
| <b>GENERAL FUND (County Bills)</b> .....                | <b>\$413,670.87</b> |
| <b>ACT 44 FUND (MHE-Kimbles Bridge)</b> .....           | <b>\$7,562.00</b>   |
| <b>ACT 13 FUND (HRG-February/March Services)</b> .....  | <b>\$17,000.00</b>  |
| <b>SRCP SERIES C2012 (General Fund Reimburse)</b> ..... | <b>\$7,347.50</b>   |
| <b>PC EMPLOYEES HEALTH INSURANCE FUND</b> .....         | <b>\$10,000.00</b>  |

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

Commissioners' conference was adjourned.

**Commissioners' Conference  
Wednesday, April 1, 2020**

**PRESENT:** Commissioners Osterberg, Schmalzle and Guccini; Chief Clerk Orben.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-08, April is Child Abuse Prevention Month Proclamation.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to execute the letter to support the Pennsylvania Fish & Boat Commission's proposal for the National Fish and Wildlife Foundation's Delaware Watershed Conservation Fund Conservation Action Grant.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following:

|   |                       |
|---|-----------------------|
| <b>GENERAL FUND (County Bills)</b> .....        | <b>\$1,337,201.50</b> |
| <b>PC EMPLOYEES HEALTH INSURANCE FUND</b> ..... | <b>\$1,003,770.54</b> |

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

Commissioners' conference was adjourned.

**Commissioners' Conference**  
**Tuesday, April 7, 2020**

**PRESENT:** Commissioners Osterberg, Schmalzle (via telephone) and Guccini (via telephone); Chief Clerk Orben.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to adopt Resolution No. 20-09, Declaration of Pike County Employees Being Furloughed or Partially Furloughed During Covid-19 Emergency.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Letter of Support to AllOne Foundation & Charities for the purchase of 200 ventilators for Northeastern and North Central PA Counties.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to authorize the Chairman to execute the Memorandum of Understanding between the Pennsylvania Coalition Against Rape, PASSAGES, Inc., Pittsburgh Action Against Rape, Victims Intervention Program, the Crime Victims' Center of Fayette County, Jefferson County Jail, Clarion County Corrections, Allegheny County Jail, Fayette County Prison and the County of Pike, on behalf of the Correctional Facility.

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

**MOTION:** by Commissioner Osterberg and seconded by Commissioner Schmalzle, to approve payment from the following:

|  |                     |
|--|---------------------|
| <b>GENERAL FUND (County Bills)</b> .....                           | <b>\$312,941.75</b> |
| <b>DEBT SERVICE FUND (Wayne Bank-principal/interest due)</b> ..... | <b>\$32,334.82</b>  |

**VOTE:** Commissioners Osterberg, Schmalzle and Guccini voted 'aye'. Motion carried.

Commissioners' conference was adjourned.



# PIKE COUNTY COMMISSIONERS

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RONALD R. SCHMALZLE  
STEVEN R. GUCCINI

COMMISSIONERS



GARY R. ORBEN  
CHIEF CLERK

THOMAS F. FARLEY, ESQUIRE  
COUNTY SOLICITOR

## RESOLUTION NO. 20-10 PARKINSON'S AWARENESS MONTH – APRIL 2020

**WHEREAS**, Parkinson's disease is a chronic, progressive neurological disease and is the second most common neurodegenerative disease in the United States;

**WHEREAS**, there is inadequate data on the incidence and prevalence of Parkinson's disease, but it is estimated to affect nearly 1 million people in the United States, and that number is expected to more than double by 2040; and

**WHEREAS**, Parkinson's disease is the 14th leading cause of death in the United States according to the Centers for Disease Control and Prevention; and

**WHEREAS**, there are millions of Americans who are caregivers, family members and friends greatly impacted by Parkinson's disease; and

**WHEREAS**, it is estimated that the annual economic burden of Parkinson's disease is over \$26.4 billion per year, and indirect costs to patients and family members total \$6.3 billion; and

**WHEREAS**, research suggests the cause of Parkinson's disease is a combination of genetic and environmental factors, but the exact cause in most individuals is still unknown; and

**WHEREAS**, there currently is no objective test, or biomarker, to diagnose Parkinson's disease; and

**WHEREAS**, there is no known cure or drug to slow or halt the progression of the disease, and available treatments are limited in their ability to address patients' medical needs and remain effective over time; and

**WHEREAS**, the symptoms of Parkinson's disease vary from person to person and can include tremors; slowness of movement and rigidity; gait and balance difficulty; speech and swallowing disturbances; cognitive impairment and dementia; mood disorders; and a variety of other non-motor symptoms; and

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COUNTY SOLICITOR

## RESOLUTION 20-09

### DECLARATION OF PIKE COUNTY EMPLOYEES BEING FURLOUGHED OR PARTIALLY FURLOUGHED DURING THIS COVID-19 EMERGENCY

AND NOW, this 7th day of April, 2020 the Pike County Commissioners unanimously pass the following Resolution concerning all Pike County Employees during this COVID-19 emergency;

**WHEREAS**, the Pike County Commissioners want to protect the health and safety of all Pike County Employees; and

**WHEREAS**, the Pike County Commissioners also want to assist the Pike County Employees financially during this COVID-19 crisis; and

**WHEREAS**, the Federal Government has created a Special Program for Employees who are placed on Furlough during this COVID-19 emergency; and

**WHEREAS**, the Pike County Handbook does not address a Furlough or partial Furlough of Pike County Employees during this type of emergency.

**NOW, THEREFORE**, the Pike County Commissioners pass the following Resolution:

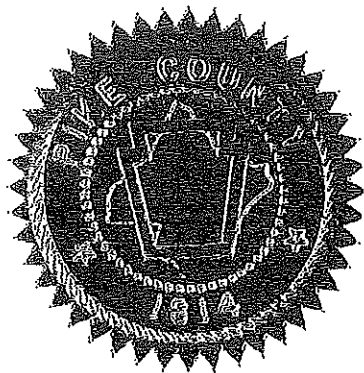
1. The individual Department Heads of Pike County shall Furlough or partially Furlough as many Employees in his or her Department as he or she deems appropriate.
2. A Furloughed Employee or a partially Furloughed Employee shall be deemed to continue on active status. The Employee shall continue to receive all the fringe benefits of a Pike County Employee, except the Pension, while on Furlough or partial Furlough.
3. The County shall continue to pay its normal portion of Premiums for Health Coverage for the Employee for the same level and

conditions as if the Employee was actively employed during this period of Furlough or partial Furlough. Employees who normally make co-payments for Health Coverage must continue to do so during their Furlough or partial Furlough.

4. The Pike County Employees shall continue to earn sick days and vacation time during his or her Furlough or partial Furlough.
5. An Employee may request the County to pay the Employee his or her vacation pay and sick days prior to the Employee's Furlough or partial Furlough.
6. The Employee may buy back his or her vacation time and sick time when the Furlough or partial Furlough ends. The Employee shall have the right to repurchase the sick time and vacation time before the end of the 2020 calendar year.
7. The County shall terminate the Furlough or partial Furlough of any Employee when the County deems appropriate.

**THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY.**

**GIVEN** under our hands and seal of the County of Pike this 7th day of April, 2020.



**PIKE COUNTY COMMISSIONERS**

*Matthew M. Osterberg*

Matthew M. Osterberg

*Ronald R. Schmalzle*

Ronald R. Schmalzle

*Steven R. Guccini*

Steven R. Guccini

Attest:

*Gary Orben*  
\_\_\_\_\_  
Gary Orben, Chief Clerk  
April 7, 2020

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CHIEF CLERK

THOMAS F. FARLEY, ESQ.  
COUNTY SOLICITOR

**FOR IMMEDIATE RELEASE** April 13, 2020

CONTACT: Krista Gromalski 570-296-9805 office / 570-832-1434 cell / kgromalski@pikepa.org

## **Masks Added to COVID-19 Health and Safety Protocols for Staff and the Public within Pike County Government Facilities *New On-Site Office Hours Begin April 13***

**PIKE COUNTY, PA** – As the Pike County Commissioners continue to implement health and safety protocols due to the (Coronavirus) COVID-19 crisis, members of the public are now encouraged to wear masks, to cover their mouths and noses, at all times while transacting essential business within county facilities.

County employees are also encouraged to wear masks while interacting with the public and while moving through county facilities.

These proactive measures are based on recommendations from the PA Department of Health and the Centers for Disease Control.

Social distancing, hygiene, and disinfection measures remain in place.

As of Monday, April 13, several county facilities are under new hours. The Administration Building at 506 Broad Street, in Milford; the Prothonotary's Office in the Pike County Courthouse at 412 Broad Street, in Milford; and the Community Planning Office and Workforce Development Agency at 837 Route 6, in Shohola will operate on-site from 8:30 a.m. to 12:30 p.m. by appointment only for essential business, Monday through Friday. Service beyond on-site hours will be by telephone and email only.

The public should call the specific department or office in advance of visiting any of these facilities during on-site hours, or after 12:30 p.m. Visit [www.PikePA.org](http://www.PikePA.org) for contact information.

For information about Court-related business, members of the public should contact the Court Administrator at (570) 296 3556.

Visit the Pennsylvania Department of Health website [www.Health.PA.gov](http://www.Health.PA.gov) for more information about masks.

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