



County of Lackawanna

Lackawanna County
Administration Building
200 Adams Avenue
Scranton, Pennsylvania
18503

Meeting Minutes

Board of Commissioners

Wednesday, April 5, 2017

1:00 PM

Commissioner's Conference Room

Call to Order

The meeting was called to order at 1:15pm.

Present 3 - Patrick M. O'Malley, Jerry Notarianni and Laureen A. Cummings

Reading and Approval of Minutes

A motion was made by Commissioner Laureen Cummings, seconded by Commissioner Jerry Notarianni, to Dispense with the Reading and Approve as Prepared. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

Proclamation Presentations

[17-0096](#)

Proclamation Presentation declaring "National Library Week" in Lackawanna County

Presented

[17-0097](#)

The Small Business Spotlight: Everything Natural, Clarks Summit

Presented

Lackawanna County Government Center Quarterly Reports

- Construction Manger Report by Michael J. Krzywicki, Project Manager Quandel Construction Group, Inc.
- Financial Update by CFO Thomas Durkin

Construction Manager Report: Michael J Krzywicki, Project Manager Quandel Construction Group, Inc.

Michael J Krzywicki: Good Afternoon, thank you for having me here to go over our target time line for the Globe. The project is broken into 2 phases, the preconstruction phase and within the preconstruction phase there are 3 major categories that are design related. The schematic phase was completed on March 30th. In the design phase the manager sits down with the owner to find out what the owner's needs are, for example, sq. footage per dept., the number of employees per dept., etc. We started our schematic phase estimate and within 2 weeks we should have our estimates. After the schematic phase the design professionals go into the design development where they start to finalize the MEP designs, prepare the construction details, and give us additional information regarding finishes...door frames/ hardware. Now they

begin the construction documents which will have all the notes from the bidders that is to be abided by. After that the 4th portion of preconstruction that is when we take over and put together bid packages so bidding can begin. Then there is the contract award at that point we will make recommendations as to which bid packages should we believe should get the job based on price. We are targeting construction phase to start Jan 3, 2018. We have allocated 12 months for the construction phase which would be then be scheduled to be completed December of 2018.

Commissioner Laureen Cummings: I think it's unacceptable and needs to be done sooner. I would hope for an October or November complete finish.

Commissioner Patrick O'Malley: We can always work to make that happen, that is something that we can start pushing forward. I have worked on a lot of projects before and it does take time but we will try and push this forward.

Andrew Wallace: I understand that these are safety dates, last possible date. Thanks Mike and we will have you back in three months and give us another update. I like to at this time to call up our Chief Financial Officer Tom Durkin.

Financial Update, CFO Thomas Durkin:

Each quarterly report will include any invoices that have been processed by the end of each quarter. So this report will include all invoices processed by March 31, 2017. They are as follows:

Construction Manager: \$14, 167.01

Architect: \$295,831.25

Engineer: \$66,000.00

Attorney: \$10,100.50

I.T Consultant: \$500.00

Purchases for I.T.: 91,400.00

Total as March 31, 2017 we have spent \$482,508.76 and as Andy stated earlier we have yet to draw down on the loan we have been able to expend these monies out of our capital funds but eventually we will have to draw down on the loan and get reimbursed for all this but to date we haven't drawn on the loan so we are not getting any interest.

Opportunity for the Public to Address the Board (Agenda Items Only)

Ordinances - First Reading

[17-0084](#)

Ordinance #249

First Reading

General Obligation Bonds

Refinancing Outstanding Swaps with Lower Interest Rate

Attachments: [Ordinance 249.2](#)

Introduction of First Reading

Attorney Brian P. Koscelansky: this is very similar to the refunding ordinance we did last year and Mike will go through the financial side of it. The ordinance is what we have to do whenever we issue debt and is everything that is required under the debt act and before the second reading we will have it

advertised in the paper and after the second reading and approval then there is a second ad that goes in and a filing with the state. We are doing this solely for debt service savings that is a representation of what is in the ordinance and there is no other part of this transaction other than refunding and debt service savings on those 2 issues. There is a modification to the existing swap agreement because we are refunding a portion of the old bond and we can apply the swap. Every time we make a change the debt act also requires that we do an update to the interest rate management plan and file that with the state. We just built these two last things into the ordinance and will take care of everything that we have to do to bring this to closing.

Financial Advisor Mike Vind: Good afternoon Commissioners and thank you very much. Again this is a simple refunding of high interest rate to low interest rates. Conservatively net to the county is going to be between 3 and 4 million dollars depending on the rates between now and the time they price. We are looking to lock this in mid-May but time we get through the rating process, file with the state, have the second reading and etc. We have a qualified interest rate management agreement with the 2010 B bonds which was a refunding of prior bond issue and this swap goes back many, many administrations ago. The bottom line is there will a 3 to 4 million dollar savings. We are not extending the term of the debt.

Commissioner Patrick O'Malley: Looking at the current 5 ½ percent on the bonds we will hopefully be down to 3 ½ percent. I would like to thank our CFO Tom Durkin, stable bond rating, eliminating the surveillance fee, and the refinancing of the 70 million for the loan on the Globe Store. This will be done quickly with no one becoming rich and that is a fact. Thank you Tom for all of your hard work.

Tom Durkin: It is a good a time to refinance and we are on the right time line to get this done. We expect to price the bond in May and do a closing in June which by law is the earliest we can do the refunding for 2007 B issue.

Attorney Brian P. Koscelansky: We are just moving it and refiling with the state because we are refunding the outstanding 2010 B bond which the swap is on right now. Once refund those 2010 B bonds are no longer outstanding, they are now the 2017 bonds so we cannot have a swap that's filed with the state associated with the bond issue that is not outstanding. All we are doing is authorizing the movement from the 2010 B bond to the 2017 bond. It all depends on interest rate movements. We monitor this on a weekly basis, so it makes sense to just keep moving it because it would cost too much to terminate it.

Mike Vind: When they allowed municipalities to do debt interest rate swaps was that it had to be specific to an issue. The state wanted it issue by issue. It doesn't make any sense economically to do anything with the swap. It's very expensive if you wanted to terminate, doesn't make sense.

Commissioner Laureen Cummings: I thought we were getting rid of this this year so what is it at now? What's the amount?

Attorney Brian P. Koscelansky: 6.9 million

Commissioner Cummings: Ok.

Resolutions[17-0099](#)

Appointment to the Lackawanna County Library Board

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Appointment, Joan Hodowanitz, 220 Linden Street, Scranton, be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

[17-0098](#)

Seeking Emergency Funding Allocation Reimbursement for the Municipalities in Lackawanna County Related to Winter Storm Stella

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Commissioner Patrick O'Malley: A lot of people don't realize how this worked, it was a mind boggling storm and the way it was set up was that we had a 48 hour window to figure out exactly how much was spent in the 40 municipalities which was crazy. Let me throw out some quick numbers from the municipalities, they have budgets and they are not prepared for this type of snow storm. Dickson City- 47,000, Taylor -19,000, Scranton School District-34,000, Scott Twp.-17,579.65, Blakely Borough-49,604.34, and the City of Scranton- 365,292.45. Let me tell you this, it was way beyond the 48 hours for this clean up and the number would be much higher given the number of day of actual clean up. I would like to make an announcement, this blizzard was a record braking storm Stella which wreaked havoc in Lackawanna County. No municipality budged for such a storm. Out emergency dept. and Board of Commissioners and staff worked tirelessly with municipalities to get to our threshold of 775,000 on basically a one week period. We made the threshold and we surpassed it a 1,968,483.66. Lackawanna County government on behalf of our 40 municipalities are asking PEMA, the Governor, U.S. Senators, Congressman and State Representatives to come to the table and help our 40 municipalities because it really matters. Its concerning to me that we made our numbers but having to rely on other municipalities to get to their number and they did not. Our community needs this money and I am asking on behalf of the Board of Commissioners.

Commissioner Laureen Cummings: I find it concerning that our Governor and State Representatives did not have any funding set aside for such emergencies and PEMA. We were forced to meet and qualify for federal aid and they were not prepared for this, especially knowing how our weather patterns are here that there isn't some type of funding available or made available. I think this is something that the community should be made aware of so that they can be asking their state representatives. That's why we did not a declaration and a proclamation of a state of emergency. I appreciate everyone that worked so hard on cleaning up after the storm. I just hope that in the future the state Representatives will be looking into the budget and being prepared for emergencies.

Commissioner Jerry Notarianni: The biggest problem is that this county is

bound by what happening in surrounding counties that is why we don't meet the threshold. They didn't get as bad of a storm so they didn't send as much money so that the guidelines that they used we didn't make the threshold. I am sure that this is money budgeted if we made the guidelines we would have gotten the money. We shouldn't be restricted because of other counties.

Commissioner Lauren Cummings: That was for FEMA, if PEMA had the money budgeted then we wouldn't have had to go to FEMA for money.

Andrew Wallace: Commissioner Cummings is correct but just to clarify the surrounding counties did meet the threshold but the numbers did not reach 18.2 million that we are required as a commonwealth so they can submit it and ask for a Federal declaration. The state needs to make available to funds for this disaster.

Commissioner Patrick O'Malley: The overall number was way out of reach. I would like to that Dave Hahn in emergency services for the great job they did. These municipalities live and die by their budget so we are asking our elected officials to help us. I like to make a motion seeking funding allocation reimbursement for municipalities in Lackawanna County related to winter storm Stella.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Lauren Cummings

[17-0086](#)

Approving Current Payables

Attachments: [3H506NSP](#)
 [3H506NSO](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Lauren Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Lauren Cummings

[17-0085](#)

Certifying Matching State Funds to the County of Lackawanna Transit System for Operating Assistance

Attachments: [2017 COLTS Match](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Lauren Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Lauren Cummings

[17-0089](#)

Entering into an Agreement with Lackawanna College
Summer Project Management Camp - Entrepreneur Achievement Program-
GED to Industry Credential- Community Helpers First Responder Camp

Attachments: [Lackawanna College TANF FINANCIAL AGREEMENT #TANF-03-PY2016](#)
[Payment Schedule Attachment A - #1 - TANF-03-PY 2016. - Lackawanna - GED to Industry Credential](#)
[Payment Schedule Attachment A - #2 # TANF-03-PY 2016. - Lackawanna - Entrepreneur Achievement](#)
[Payment Schedule Attachment A - #3 TANF-03-PY 2016. - Lackawanna - Summer Project Management Camp](#)
[Payment Schedule Attachment A - #4 - TANF-03-PY 2016. - Lackawanna - Community Helpers First Responders Camp](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

17-0090

Entering into an Agreement with the Scranton Cultural Center at Masonic Temple
Performing Arts Experience Designed to Build Confidence and Social Skills

Attachments: [Scranton Cultural Center TANF FINANCIAL AGREEMENT #TANF-02-PY2016](#)
[Payment Schedule Attachment A TANF-02-PY 2016. - Scranton Cultural Center](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

17-0091

Entering into an Agreement with the University of Scranton Center for Service and Social Justice
Mentoring Young Minds

Attachments: [University of Scranton TANF FINANCIAL AGREEMENT #TANF-04-PY2016](#)
[Payment Schedule Attachment A TANF-04-PY 2016. - University of Scranton](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

17-0092

Entering into an Agreement with Arbor E & T d/b/a ResCare
Paid Work Experience for Youth

Attachments: [Arbor E & T - ResCare TANF FINANCIAL AGREEMENT #TANF-05-PY2016](#)
[Payment Schedule Attachment A TANF-05-PY 2016. - ResCare](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

[17-0093](#)

Entering into an Agreement with The Michaels Community Service Corporation d/b/a Better Tomorrows
Out-of- School Educational Programming for Low-Income Youth

Attachments: [The Michaels Community Services Corp - Better Tomorrows TANF FINANCIAL AGREEMENT #TANF-06-PY2016](#)
[Payment Schedule Attachment A TANF-06-PY 2016. - Better Tomorrows](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

[17-0094](#)

Entering into an Agreement with the Scranton-Lackawanna Human Development Agency, Inc.
STEM Activities for Children Aged 5-10 Primary and Middle Grades

Attachments: [SLHDA, Inc#TANF-07-PY2016](#)
[Payment Schedule Attachment A TANF-07-PY 2016. - SLHDA - STEM Project](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

[17-0095](#)

Entering into an Agreement with the United Neighborhood Center of Northeast PA
Youth Theatre Program

Attachments: [UNC of NE PA TANF FINANCIAL AGREEMENT #TANF-01-PY2016](#)
[Payment Schedule Attachment A TANF-01-PY 2016. - UNC](#)
[TANF Explanation](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Resolution be Adopted. The

motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

Motions

17-0087

Motion to award the replacement of the Water Meter Pit in McDade Park to the lowest responsible bidder, SRI Demolition, for \$91,250.00.

Attachments: [McDade Park Bid Results](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Jerry Notarianni, that this Motion be Passed. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

17-0088

Motion to award the replacement of Freytown Road in Covington Township to the lowest responsible bidder, A.R. Popple Construction, for \$234,000.00.

Attachments: [Freytown Rd Bid Results](#)

A motion was made by Commissioner Patrick O'Malley, seconded by Commissioner Laureen Cummings, that this Motion be Passed. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings

Opportunity for the Public to Address the Board

Bob Bolus, Scranton: I appreciate the opportunity to address the board today. I didn't hear anyone say that they were thankful for the fact that it was a dry snow, had it been wet snow it could have been much worse. I wanted to thank the towing companies and others with tow for the job they did and they should be commended for what they did. I know our guys worked tirelessly. I would like the commissioners some time the road to commend them somehow for what they did. The other part I have I have been listening to all the money that was spent on snow removal. I raised this issue more than once with city council. My pet peeve is that when we sold the parking garages we also sold the meters. The city of Scranton spent a good portion of the money cleaning the snow from the curbs the beneficiary are the business and also the people who own the meters. I believe it's their responsibility to contribute towards the cleanup by the meters. The citizens should not have to pay for it. My other complaint I have is that Basalyga was paid millions of dollars by the city for parking spaces and at St. Patrick's parade day he was charging 5.00 for parking spaces. I'd would to see the people get their 5.00 back from the millions we gave him. I am sick and tired of this county and taking advantage of the people in the county. Commissioners I am asking for reassessment especially for the Market Place at Steamtown. Owners like that take advantage of the rest of us and ruin the tax base.

I missed the prison board meeting and I heard the prison board wants to keep correctional care in an additional contract. Since the commissioners fund the prison, you should look into some of the matters over the prison. You should attend the school board meetings and the city council meeting since it's all coming from the same pie. Thank you.

Jerry Stiles from Lackawanna County Conservation District: I am here as suggestion from Commissioner Cummings who is on our board. I want to give you an update on one of the programs that the conservation district administers and that's the dirt and gravel road low volume road program which we have administered since 1998. The primary focus of the program is to minimize the potential for sediment pollution from dirt and gravel road. This is accomplished by providing training to the different municipalities on construction and maintenance practices that are considered less impactful to the environment. Some of the examples of the practices that have been installed on the different projects replacing existing cross pipes or installing new cross pipe in inlets, insulation of subsurface drain tile, improving roadside swales, and installation of new driving surface. As a result of completed projects the road structure, drainage and drivability are also improved so not only is there an environmental benefit but also a benefit to the roads and the residents that live there. The funding for the program is provided to local conservation districts by the State Conservation Commission. In order to be eligible for the program the municipalities need to attend a two day training session where they are taught different construction and maintenance techniques that are used in the program. Once they have attended the training they can submit grant applications to the district. All the applications are ranked and funding is provided accordingly. Since 1998 the district has provided funding for 32 projects in this program throughout the county sponsored by different municipalities and we provided grant requests in excess of six hundred thousand dollars. Just in 2016 we completed 5 projects, the requested grant funds for those projects were in the neighborhood of two hundred thousand dollars. Municipal in-kind contributions are very important this program because it allows us to stretch the dollars that we give. Generally the in-kind contributions from the municipalities are in the form of township equipment or labor. The total value of those 5 projects was over three hundred thousand dollars just for this year.

Commissioner Cummings: Are you referring to some of the roads that have the gullies?

Jerry Stiles: yes that is one of the thing that we are trying to fix, any erosion on the road from the road bank or from a roadside swale.

Commissioners' Other Business

Commissioner Laureen Cummings: Thank you everyone for coming. Joan congratulations we could not have picked anyone better. Commissioner O'Malley did a lot of work on the Storm Stella project and deserves the credit for it. Thank you for the work that you did. As far as the funding is concerned I need the constituents to understand that there is no funding available in the state and there hasn't been for 2 years according to the gentleman I spoke to. That is why we are going for federal dollars. Maybe you should think about that and speak to your state representatives about it and why it is that way and. The globe I am hoping that we get that done sooner then what has been states. As far as the bond issues I am proud that we are able to get that done before the rates go up. Steve and Tom did a great job in getting a great bond rating. Bob Bolus I like the idea about the parking meters because I have gotten like five tickets since I started working here in Scranton. I have gotten a ticket from parking in front of the Commissioner's building so it does need to work on this.

I belong on the Conservation Board and they do a great job. I would like

everyone to know about everything that is available to them. Thank you Jerry for coming in and patiently waiting. Hope everyone has a great Easter.

Commissioner Jerry Notarianni: I think you all have enough today. Thank you very much to all the employee and have a Happy Easter.

Commissioner Patrick O'Malley: This coming Friday is First Friday so please come down town Scranton and spend some money. The Lackawanna County Government Center is a community center, we utilize it all the time especially for First Friday. The Face of Irish Music will be there 5 to 8 Pm, Art Walk at the Globe Store. Blood Drive April 21st at the Globe...11AM to 4PM, please donate. Old prescription drugs that need to be disposed of can be dropped off at the court house. Monday AAA Champion Railriders will have their home opener at PNC field, 7Pm start. Happy and safe Easter.

Adjournment

A motion was made that this be Adjourned at 3:15pm. The motion carried by the following vote.

Aye: 3 - Patrick O'Malley, Jerry Notarianni and Laureen Cummings