Easton, Pennsylvania                      June 7, 2018

A regular meeting of the Northampton County Council was held on the above date with the following present: Kenneth M. Kraft, President; Ronald R. Heckman, Vice President; John Cusick; Matthew H. Dietz; Margaret L. Ferraro; William B. McGee; Lori Vargo Heffner; Robert F. Werner; Linda M. Zembo, Clerk to Council and Christopher T. Spadoni, Solicitor to Council. Absent was Tara M. Zrinski.

Pledge of Allegiance

Mr. Kraft led County Council in the pledge of allegiance.

Approval of the Minutes

Mr. Dietz made the following motion:

Be It Moved By the Northampton County Council that the minutes of the May 17, 2018 meeting shall be approved.

Ms. Vargo Heffner seconded the motion.

The minutes were approved by voice acclamation with Mrs. Ferraro abstaining.

Courtesy of the Floor

Mr. Ric Reppert, 295 Echo Ridge Lane, Easton, PA - stated he was the President of R. Reppert, a wall and ceiling contractor firm, that had worked on projects for the County for more than 25 years. He further stated while he agreed with protecting taxpayers from unqualified, unsafe and untrained contractors he had concerns with regard to the apprenticeship program and graduation stipulations in Ordinance No. 639-2018.

Mr. Reppert advised his company had been in business for 45 years with some employees being there for 30-40 years. He further advised most of them have worked successfully and proudly on numerous County projects, but since his company did not have a recent graduate from the apprenticeship program this ordinance would eliminate them from working on any County projects.
Mr. Reppert stated this ordinance would limit potential bidders for future projects, disqualify many taxpayers from working on County projects and increase costs as more contractors would be brought in from out of State to achieve the work required.

Mr. Reppert advised he believed County Council’s mission was to make the County more efficient, lower overall costs, protect working families and bring more job opportunities to County residents, but this ordinance seemed to contrary to that mission. He further advised he would like County Council to consider amending the ordinance to make it fair for all construction firms to work for the County.

Mr. Bob Martucci, 1763 New York Avenue, Allentown, PA stated Mr. Reppert covered a lot of the issues he was going to address. He further stated he had a company that had been in business for 25 years and had qualified employees with 25-40 years of experience that would be prevented from working with the County because they did not graduate from an apprenticeship program.

Mr. Chris Becker, 404 East Main Street, Macungie, PA advised he was a Borough of Macungie Council member and also been in the construction business for 40 years. He further advised he was mentored by people in the business because apprenticeship programs were not really offered so he would also like County Council to amend the apprenticeship program portion of Ordinance 639-2018. He added he understood they wanted to have the best qualified people doing the work and their responsibility to taxpayers, but the County should not be inclusive to a certain groups of people.

Ms. Stephanie Brown, (address not provided) advised a few months ago she expressed her concerns to County Council regarding the Meadows Road Bridge that was 160 years old. She further advised today she learned it was being fast tracked to be torn down and did not know what occurred within the last few months.

Mr. Richard Groff, 425 South 21st Street, Easton, PA stated he had been buying Sheriff Sale properties in the County for more than 40 years and felt the County’s real estate division was managed extremely well. He further stated 30 days ago there was a rule change that was not positive for the taxpayers or was not what he believed the rules of civil procedures required by the State.
Mr. Groff advised the Sheriff Sale was to be opened to the public with no collusion from any of the parties. He further advised Rules of Civil Procedures 3138 said the plaintiff, which in most cases was the bank, would pay the Sheriff all costs, charges and expenses incident to the execution of the mortgage foreclosure.

Mr. Groff stated there have been numerous court cases over the last 30 years that wrestled with exactly what the Sheriff was expected to charge. He further stated a recent case indicated the Sheriff shall collect poundage, which was 2% of the first quarter of million and then 1% thereafter, on any bid.

Mr. Groff advised so if he were to bid and raise the price, but the bank took it back they had to pay poundage, which by his calculations for last year the Sheriff collected an amount in the six figure range. He further advised the new rule indicated if he bid, his bid would not be accepted because his bid was not more than what the bank intended to bid.

Mr. Groff stated so the lawyers on behalf of a bank give what they intend to bid, but do not actually bid and after he puts in his bid, the solicitor for the Sheriff Sale tells him they would not accept his bid. He further stated he felt this change was basically collusion with the banks, would hurt the amount of money the County was going to collect and was not open, fair or transparent.

Mr. Gus Dearmas, 4383 Bayard Street, Easton, PA - advised he was here two weeks ago to discuss the use of drones at Louise Moore Park. He further advised he talked to Mr. Gordon Heller, Parks and Recreation Superintendent, who could not find any reference in the County’s regulations to support his prohibition.

Mr. Dearmas stated Mr. Heller told him the reasons for his prohibition were privacy, safety and disturbance, but he explained that there were a number of ways these things could be violated that did not include a drone. He further stated there was a prohibition of taking off or landing in County property by a hot air balloon or parachute, but he could put a drone in flight or land it without being on County property. He added he was only flying the drone for recreational purposes.

Mr. Kraft advised that he would have Mr. Dietz look into the matter and discuss it with the County Executive.
Mr. Juan Martinez, 2253 Emanuel Court, Easton, PA - stated as a taxpayer and small business owner with multiple locations in the County he wanted to allow other small business owners to have the opportunity to do work with the County so he felt County Council should reconsider Ordinance No. 639-2018.

Mr. Jack D’Alessandro, Bangor, PA - advised new equipment was being developed all the time for laborers and they need to receive and update their training to be competitive.

County Executive Report

Mr. Lamont McClure, County Executive, stated the Pennsylvania Counties Risk Pool specifically prohibited the use of drones on County properties by a rider in the County’s insurance policy, but he could request a quote to add a rider to the County’s liability policy.

Mr. Dietz advised he would like to have that information before any decisions were made.

Mr. McClure stated he wanted to note County regulations did indicate that electronic motors of any kinds were prohibited in the parks.

Mr. McClure advised they were planning to move the Public Defender’s Office back to the basement of the Courthouse and relocate the Elections Office to the first floor location. He further advised they also planned to have the Milides Building torn down by the end of this year and would be presenting a plan that would turn that property into a parking area.

Mr. McClure stated he had declared today as John Mehler Day as he was retiring after 42 years of dedicated and honorable service.

Mr. McClure advised it was learned Friday night that there was a leak at Gracedale in one of the underground water pumps that was determined to be three months old. He further advised the leak was fixed by Thursday, but a lot of water had been disbursed. He noted he planned to work with the water and sewer authority to see if some arrangements could be made regarding the bill.
Mr. McClure stated Kriger Construction had asked the County to take back the Meadows Road Bridge that was listed to be repaired in the P3 contract, noting the General Purpose Authority (GPA) at their meeting yesterday voted to give it back.

Mr. McClure advised an agreement was reached yesterday at the Lehigh Valley Planning Commission – Transportation Study Group to have this bridge placed on the Transportation Improvement Program (TIP). He further advised 80% of the engineering would be paid by Federal and State funding and 20% would be paid by the County. He added a credit of approximately $660,000 would be given to the County from Kriger Construction that would be applied to the construction costs of the bridge.

Mr. McClure stated at the GPA meeting attorney bills for $30,000 over 20 days of work were inexplicitly approved when there was no litigation going on.

In answer to Mr. Heckman’s question as to whether those bills were regarding the possible lawsuit against the County, Mrs. Ferraro replied they were all documented.

Mr. McClure advised the milestone payment was made so the County was committed to making sure that the bridges that could be repaired by Kriger Construction in the P3 would be done. He further advised one bridge was delivered, 3-4 bridges were under construction and ten should be done by the end of the year.

Mr. Kraft stated at the GPA meeting it was indicated that an ordinance was passed to do a study to build a prison with a P3, but that was not the case. He further stated in the adopted budget $500,000 was given to do a site planning study for a prison for the DLR Group and out of that $500,000, Mr. John Lushis, Solicitor for GPA, billed $153,343.50.

Mr. Cusick advised the County knew of the trouble with the Meadows Road Bridge for at least 12 years, but there was significant pushback from local residents and officials against replacing it so that was why it was scheduled for repair rather than replacement.

In response to Ms. Vargo Heffner’s question as to whether there was an itemized list of the bills, Mr. McClure stated he did not know, but could not imagine how someone could bill $30,000 over 20 days without a trial.
Mr. Kraft advised he did not know how someone could bill $800,000 for doing nothing for two years.

In answer to Mr. Kraft's question as to how many bridges had to be delivered for $2 million, Mr. McClure stated there was some disagreement over what needed to be delivered per the contract because the contract was written in such a way that it appeared no attorney who was obligated to the County's interest reviewed the language as it was all for the benefit of the GPA and Kriger Construction.

Ms. Vargo Heffner advised the intent of the project seemed reasonable, but she was struggling to understand the relationship between the GPA and the County given the contentious nature of which they speak of the County.

Mr. McClure stated County Council had no role in this process, but people were sent to them to pressure them to take bridges out of the P3 and find other bridges to be put back in. He further stated he believed the animosity that Ms. Vargo Heffner was detecting was institutional to an extent, but in addition to using the P3 for bridges and putting a prison at Gracedale was the notion that the GPA would get in the business of marketing P3s to other municipalities and Counties and they would serve as the conduit for them to do a wide variety of things as P3s. He noted when he was approached about their intentions he told them he had absolutely no interest in it.

Ms. Vargo Heffner advised she would be interested in seeing the contract because the County was asking to pay a salary for someone to be the overseer of the project even though someone from Benesch Engineering indicated they were overseeing the project.

Mrs. Ferraro suggested everyone just wait until the Finance Committee meeting when all this would be discussed because this was an out-of-the box concept to get the bridges repaired or replaced.

Mr. Heckman stated he sent a letter inviting several people to attend the next Finance Committee meeting to discuss just the fiscal issues. He further stated he understood the function of the GPA when it was first formed, but the one he read about in the last few years seemed to see themselves as an evolved entity looking to make money.
Mrs. Ferraro advised the marketability was to allow money to come back to the GPA to use on community projects.

In response to Mrs. Ferraro’s question as to whether any thought was given to relocating the Elections Office or a portion of it to the Human Services Building, Mr. McClure stated they have discussed it.

Public Hearing on the Ordinance Entitled, “AN ORDINANCE AMENDING NORTHAMPTON COUNTY ADMINISTRATIVE CODE ARTICLE XIII PROCUREMENT AND DISPOSITION OF COUNTY PROPERTY”

Messrs. McGee and Heckman introduced the following ordinance at the May 17, 2018 meeting:

AN ORDINANCE AMENDING NORTHAMPTON COUNTY ADMINISTRATIVE CODE ARTICLE XIII PROCUREMENT AND DISPOSITION OF COUNTY PROPERTY

WHEREAS, Northampton County Home Rule Charter Section 202 Powers (7) provides that the County Council shall have the power "to adopt, amend, and repeal the Administrative Code";

WHEREAS, Northampton County Home Rule Charter Section 602. Ordinances (a) Acts Required (1) provides that the County Council shall "adopt an ordinance for any act which adopts or amends the Administrative Code...".

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED by the Northampton County Council that Northampton County Administrative Code, Article XIII Section 13.19 Purchasing - Domestic Preference Policies e. (2) (a) Compensation shall be amended to read as indicated hereafter (sections marked with bold underline have been added and sections marked with strikeout have been deleted):

(a) Compensation:

(1) Wage and benefit levels must be sufficient to meet basic needs and provide some discretionary income for a family of 4 (a "living wage") (“a living wage calculation for Allentown - Bethlehem - Easton, Pennsylvania”)
along with total compensation, including affordable family health benefits and company-paid pension and/or other retirement benefits typical of responsible employers. For employment within the U.S.A., this shall mean average production wages of at least $7 per straight time hour in 1997 dollars, along with total compensation, including affordable family health benefits and company-paid pension and/or other retirement benefits typical of responsible employers, of at least $8.15 per hour.

Public Hearing

Mr. Kraft asked if there were any questions or comments from the public.

There were no respondents.

As there were no questions or comments, Mr. Kraft called for the vote.


The ordinance was adopted by a vote of 8-0.

Public Hearing on the Ordinance Entitled, "AN ORDINANCE AMENDING NORTHAMPTON COUNTY ADMINISTRATIVE CODE ARTICLE IV DEPARTMENT OF FISCAL AFFAIRS, ARTICLE VI DEPARTMENT OF HUMAN SERVICES, ARTICLE VII DEPARTMENT OF PUBLIC WORKS, ARTICLE X OFFICE OF THE SHERIFF AND ARTICLE XII FINANCE"

Ms. Vargo Heffner and Mr. Cusick introduced the following ordinance at the May 17, 2018 meeting:

AN ORDINANCE AMENDING NORTHAMPTON COUNTY ADMINISTRATIVE CODE ARTICLE IV DEPARTMENT OF FISCAL AFFAIRS, ARTICLE VI DEPARTMENT OF HUMAN SERVICES,
ARTICLE VII DEPARTMENT OF PUBLIC WORKS, ARTICLE X OFFICE OF THE SHERIFF AND ARTICLE XII FINANCE

WHEREAS, Northampton County Home Rule Charter Section 202 Powers (7) provides that the County Council shall have the power "to adopt, amend, and repeal the Administrative Code";

WHEREAS, Northampton County Home Rule Charter Section 602. Ordinances (a) Acts Required (1) provides that the County Council shall "adopt an ordinance for any act which adopts or amends the Administrative Code...

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED by the Northampton County Council that Northampton County Administrative Code, Articles IV, VI, VII, X and XII shall be amended to read as indicated hereafter (sections marked with bold underline have been added and sections marked with strikeout have been deleted):

ARTICLE IV

DEPARTMENT OF FISCAL AFFAIRS

Section 4.01 Organization and Duties
   4.02 Division of Financial Planning and Control
   4.03 Division of Revenue Operations
   4.04 Division of Recorder of Deeds
   4.05 Division of Assessment
   4.06 Division of Disbursement Operations
   4.07 Division of Procurement
   4.08 Division of Data Processing Information Technology Systems

Section 4.01 Organization and Duties

   a. The Department of Fiscal Affairs shall be headed by a Director who shall be responsible to the County Executive for the performance of the functions of the Department.

   b. The purpose of the Department of Fiscal Affairs is to develop the County's budgets and financial plans, to develop and
maintain control over all aspects of the County's financial and fiscal affairs, and to provide central data processing information technology services for all agencies of County Government.

c. The Department shall be organized into the following Divisions:

(1) Division of Financial Planning and Control
(2) Division of Revenue Operations
(3) Division of Recorder of Deeds
(4) Division of Assessment
(5) Division of Disbursement Operations
(6) Division of Procurement
(7) Division of Data Processing Information Technology Systems

d. Perform such other duties and functions related to County Fiscal Affairs as are assigned by the County Executive.

Section 4.02 Division of Financial Planning and Control

a. The Director of the Department of Fiscal Affairs shall head the Division of Financial Planning and Control. The Director, in person or through subordinates, shall:

(1) develop a budget calendar and related forms and procedures;
(2) direct the preparation of the County's capital improvement five-year financial plan and annual budget;

(3) direct the preparation and administration of the accounting system, disbursement control procedures, and, with the approval guidance of the Controller, develop, maintain and distribute a comprehensive fiscal policies and procedures manual;

(4) direct the preparation and maintenance of the County's central accounts payable and payroll systems;

(5) direct the preparation and submittal of all County financial reports and records, including publication of such reports, as deemed necessary or required by law, ordinance or resolution;

(6) devise and implement a system for the recording of deeds, and assessment, billing, collection and receipt of taxes and other revenues due to or receivable by the County;

(7) control the establishment of County bank accounts and monitor all existing accounts;

(8) direct the prudent investment of funds of the County in accordance with the criteria of legality, safety, liquidity and yield;

(9) direct the stewardship and administration of record keeping of all County property, revenues, fees, intergovernmental transfers and any other funds or property
within the custody of the County;

(10) administer the management of County debt in accordance with the provisions of this Code; and

(11) perform such other duties and functions related to County Financial Planning and Control as are assigned by the County Executive.

Section 4.03 Division of Revenue Operations

a. The head of Revenue Operations shall be the Revenue Manager. The Revenue Manager, in person or through subordinates, shall:

(1) coordinate the Recorder of Deeds, Assessment, Tax billing and collection functions of the County;

(2) prepare and evaluate revenue projections and budget estimates in the capital improvement five-year financial plan and annual budget;

(3) develop and maintain a manual of revenue collection procedures and administer the system for the collection and receipt of taxes and other revenues due to or receivable by the County;

(4) administer the system for collection of tax claims and liens;

(5) establish County bank accounts and monitor all existing accounts;
(6) deposit all funds of the County in depositories authorized by resolution of County Council; and manage the investment of County funds in accordance with the provisions of this Code and directives of the Director of Fiscal Affairs;

(7) coordinate the preparation of the County's capital improvement five-year financial plan and annual budget;

(8) develop all tax rolls and tax maps which are not prepared by other political subdivisions or the Commonwealth; and

(9) perform such other duties and functions related to Revenue collection and investment administration as are assigned by the Director of Fiscal Affairs.

Section 4.04 Division of Recorder of Deeds

a. The head of the Recorder of Deeds Division shall be the Recorder of Deeds. The Recorder of Deeds in person or through subordinates shall:

(1) record and index documents pertaining to land records of property located in the County;

(2) oversee the collection and disbursement of fees and taxes relating to documents filed in the office; and

(3) perform other duties, services and functions related to division public records as required by law or, the Director of Fiscal Affairs.
Section 4.05 Division of Assessment

a. The head of the Division of Assessment shall be the Assessment Manager. The Assessment Manager, in person or through subordinates, shall:

(1) Develop and administer a system for the assessment, valuation and taxation of real property;

(2) monitor assessment to market values and recommend County-wide reassessments when appropriate;

(3) administer a Geographic Information and Mapping System of real property;

(4) prepare and certify tax assessment rolls for the County, municipal and school districts within the County;

(5) defend the County assessments in the revenue appeal process; and

(6) perform such other duties and functions related to assessments as assigned by the Director of Fiscal Affairs.

Section 4.06 Division of Disbursement Operations

a. The head of the Disbursement Operations shall be the Accounting Manager. The Accounting Manager, in person or through subordinates, shall:

(1) maintain a uniform accounting system in accord with generally accepted principles of governmental accounting;
(2) analyze and approve budget appropriation transfer requests, budget amendments, and journal entries;

(3) administer central accounts payable and payroll systems and disburse all payments for authorized expenditures;

(4) maintain control of all expenditures to assure that budget appropriations and allotments are not exceeded;

(5) prepare monthly, quarterly and annual financial reports as required;

(6) maintain complete records of all County funds and accounts;

(7) conduct and maintain a fixed asset inventory and administer the record keeping of all County property; and

(8) perform other duties, services and functions related to accounts payable and payroll administration and financial reporting as required by the Director of Fiscal Affairs.

Section 4.07 Division of Procurement

a. The head of the Division of Procurement shall be the Purchasing Manager. The Purchasing Manager, in person or through subordinates, shall:

(1) direct the administration of the County purchasing and procurement system;

(2) serve as the central purchasing officer of the
(3) recommend rules, ordinances, resolutions and procedures governing procurement for adoption by County Council;

(4) administer the procurement system of the County in accordance with Article XIII of this Code;

(5) develop, maintain and implement a manual of procurement procedures;

(6) establish and maintain a program for the development and use of procurement specifications and the inspection and testing of supplies;

(7) sell, trade or otherwise dispose of personal property of the County by public auction or sealed bids in accordance with the procedures contained in Article XIII of this Code; and

(8) perform other duties, services and functions related to procurement as required by the Director of Fiscal Affairs.

Section 4.08 Division of Data Processing Information Technology Systems

a. The head of the Division of Data Processing Information Technology Systems shall be the Data Processing Information Technology Manager. The Data Processing Information Technology Manager, in person or through subordinates, shall:
(1) develop annual long range data-processing information technology needs plans, recommending hardware and software acquisitions to maintain reasonably current state of the art technology;

(2) develop and maintain operating schedules for all data-processing information technology activities;

(3) evaluate and install all new systems which may be put on County's computer system;

(4) generate and maintain proper documentation for all computer systems and programs on the county's network in County data-processing library;

(5) coordinate requirements of all user agencies and serve as liaison to the Information Technology Governance Committee County's Computer Users Advisory Committee (CUAC); and

(6) perform such other duties and functions related to data-processing information technology as assigned by the Director of Fiscal Affairs.

b. The functions of the Data-Processing Information Technology Systems Division may, with the approval of the County Council, be contracted to an outside agency. In such event the Director of Fiscal Affairs shall be responsible for the operation of the Division and shall ensure the proper fulfillment of all terms and conditions of any such contract.
ARTICLE VI

DEPARTMENT OF HUMAN SERVICES

Section 6.01 Organization
6.02 Duties
6.03 Area Agency on Aging Division
6.04 Children, Youth and Families Division
6.05 Drug and Alcohol Services Division
6.06 Gracedale Division
6.07 Mental Health, Early Intervention and Developmental Programs Division
6.08 Veterans Affairs Division
6.09 HealthChoices Division
6.10 Information and Referral/Emergency Services Division

Section 6.01 Organization

a. The Department of Human Services shall be headed by a Director who shall be responsible to the County Executive for the performance of the functions of the Department.

b. The purpose of the Department of Human Services is to provide social services to meet the needs of all citizens of Northampton County.

c. The Department shall be organized into the following divisions:

(1) Area Agency on Aging Division
(2) Children, Youth and Families Division
(3) Drug and Alcohol Services Division
(4) Gracedale Division (County Home)
(5) Mental Health, Early Intervention and Developmental Programs Division
Section 6.02 Duties

The Director of Human Services, in person or through subordinates, shall:

(1) review annual plans, budgets and contracts of each Division;

(2) establish an ongoing system of program review for each Division;

(3) assure compliance of each Division with governmental contracts and/or regulations, the Charter and this Code;

(4) develop and maintain a management information system which will include fiscal, personnel, and client information for each Division, and for the Department;

(5) recruit administrators and other top-level personnel to fill vacancies in the Division, participating in final selection of key personnel;

(6) orient new administrators to the work of the Divisions and to the County structure;
(7) provide input to boards and commissions of the several Divisions;

(8) develop working relationships as appropriate with County, other public and private agencies;

(9) establish a system for coordinated planning and provision of services that will reduce or eliminate duplication and maximize the use of existing funds;

(10) negotiate, administer and monitor contracts for purchases of service agreements with public and private agencies to augment and extent County services;

(11) monitor the payment to private and public agencies of funds allocated to them in the County budget;

(12) maintain internal auditing procedures to assure compliance with Federal, State and County requirements;

(13) provide information to the public about the services of the Department;

(14) perform such other duties and functions related to social services as are assigned by the County Executive; and

(15) direct and supervise veterans affairs programs.

Section 6.03 Area Agency on Aging Division

a. The head of the Area Agency on Aging Division shall be the Administrator of the Area Agency on Aging.
b. The Area Agency on Aging Division shall, with the guidance and assistance of its advisory board, offer social services to residents of the County who are 60 years of age and older.

c. The Administrator, in person or through subordinates, shall:

(1) provide, directly or through purchase of service agreements, services which may include:

(a) outreach;
(b) care management;
(c) information and referral;
(d) transportation;
(e) counseling;
(f) protective services;
(g) congregate and home-delivered meals;
(h) recreation and education;
(i) senior citizens center services and activities;
(j) volunteer services; and
(k) home care services.

(1) assessments

(2) administer and coordinate services within the Division;

(3) provide community education and training;
(4) monitor and assure service standards for Division-operated and purchased services;

(5) represent the Division at meetings and conferences;

(6) serve as liaison to cooperating agencies; and

(7) perform such other duties and functions related to services for the aging as are assigned by the Director of Human Services or the County Executive.

Section 6.04  Children, Youth and Families Division

a. The head of the Children, Youth and Families Division shall be the Administrator of the Children, Youth and Families Division.

b. The Children, Youth and Families Division shall, with the guidance and assistance of its advisory board, offer comprehensive services to protect, safeguard, and provide for the welfare of children and youth in the County.

c. The Administrator, in person or through subordinates, shall:

(1) provide, directly or through the purchase of service agreements, services which may include:

(a) information, screening and referral;

(b) protective services;

(c) foster family care;
(d) service to children, parents and families;
(e) adoption services;
(f) family day care;
(g) service to children in their own homes;
(h) 24-hour emergency care and services;
(i) homemaker services;
(j) care in day care centers; and
(k) institutional and other group care.

(2) administer and coordinate services within the Division;

(3) provide community education and training;

(4) monitor and assure service standards for Division operated and purchased services;

(5) represent the Division at meetings and conferences;

(6) serve as liaison to cooperating agencies; and

(7) perform such other duties and functions related to children and youth as may be assigned by the Director of Human Services or the County Executive.

Section 6.05  Drug and Alcohol Services Division

a. The head of the Drug and Alcohol Services Division shall be the Administrator of the Drug and Alcohol Services Division.
b. The Drug and Alcohol Services Division shall, with the guidance and assistance of its advisory board, operate a program of education, prevention and control of drug and alcohol use.

c. The Administrator, in person or through subordinates, shall:

(1) develop a County plan, updated annually, for the control and prevention of drug and alcohol abuse;

(2) prepare educational materials, publications and programs designed to prevent and control drug and alcohol abuse;

(3) design and implement programs for preventive intervention, treatment and counseling to assist persons affected by drug and alcohol abuse;

(4) develop and maintain relationships as appropriate with public and private social service and criminal justice agencies to assist and augment the County's drug and alcohol abuse program;

(5) develop and maintain relationships as appropriate with Federal, State and local governmental agencies in the development and implementation of the County program;

(6) represent the Division at meetings and conferences;

(7) serve as liaison to cooperating agencies;

(8) perform such other duties and functions related to the prevention and control of drug and alcohol use assigned
by the Director of Human Services or the County Executive.

Section 6.06  Gracedale Division (County Home)

a. The head of Gracedale Division (County Home) shall be the Administrator of Gracedale.

b. The purpose of Gracedale is to provide adequate residential and patient care for medically and financially needy residents of Northampton County.

c. The Administrator of Gracedale, in person or through subordinates, shall:

(1) administer and supervise the County Home in accordance with policies and directives established by the County Executive and the Director of Human Services;

(2) provide residential, medical, nursing and other programs, services, and facilities for the care of the medically and financially needy of the County;

(3) administer admission policies and procedures established by the County Executive and by the Director of Human Services;

(4) administer the Federal, State and County programs and regulations as they relate to residents of the County Home;

(5) prepare monthly and quarterly reports of admissions, discharges, and deaths of patients for Federal, State and County officials;
(6) represent the Division at meetings and conferences;

(7) serve as liaison to cooperating agencies; and

(8) perform such other duties and functions related to the County Home as are assigned by the Director of Human Services or the County Executive.

Section 6.07 Mental Health, Early Intervention and Developmental Programs Division

a. The head of the Mental Health, Early Intervention and Developmental Programs Division shall be the Administrator of the Mental Health, Early Intervention and Developmental Programs Division.

b. The Mental Health, Early Intervention and Developmental Programs Division shall, with the guidance and assistance of its advisory board, promote good mental health, and prevent, detect, and treat developmental disabilities.

c. The Administrator, in person or through subordinates, shall:

(1) develop, administer and implement comprehensive mental health, early intervention and developmental programs;

(2) (a) Mental Health - provide a full range of treatment, rehabilitation and support services that aid the recovery vision by promoting hope for the future, self-
determination and choice, as well as active, successful participation in the community.

(b) Early Intervention - provide a full range of therapeutic services to children, from infancy to their third birthday, that experience significant delays in one or more areas of development.

(c) Developmental Programs - improve the quality of life for persons with developmental problems through the guiding principles of self-determination and the provision of treatment, rehabilitation and support services.

(3) develop and implement consultative and educational services for the community;

(4) coordinate mental health, early intervention and developmental programs and services;

(5) maintain and protect patient records in accordance with applicable law;

(6) represent the Division at meetings and conferences;

(7) serve as liaison to cooperating agencies; and

(8) perform such other duties and functions related to mental health, early intervention and developmental programs as are assigned by the Director of Human Services or the County Executive.
Section 6.08 Veterans Affairs Division

The head of the Veterans Affairs Division shall be the Director of Veterans Affairs. The Director of Veterans Affairs, in person or through subordinates shall:

(1) administer Federal and State laws and regulations governing veterans affairs;

(2) assist veterans and their families in obtaining financial allowances and support under Federal and State laws and regulations;

(3) maintain such records as are required by Federal and State laws;

(4) prepare and submit to appropriate officials reports as required by law and regulations; and

(5) perform such other veterans affairs duties and functions as assigned by the Director of Human Services or the County Executive.

Section 6.09 HealthChoices Division

a. The head of the HealthChoices Division shall be the HealthChoices Coordinator.

b. The HealthChoices Division shall, with the guidance and assistance of its advisory board, offer behavioral health services to residents of the County who are receiving Medical Assistance from the Commonwealth of Pennsylvania.
c. The HealthChoices Coordinator, in person or through subordinates, including the County's Managed Care Organization shall:

(1) provide, directly or through purchase of service agreements, services which may include:

(a) inpatient psychiatric hospital services;
(b) inpatient drug and alcohol detoxification;
(c) psychiatric partial hospitalization services;
(d) inpatient drug and alcohol rehabilitation;
(e) non-hospital residential detoxification, rehabilitation and half-way house services for drug/alcohol abuse or dependence;
(f) psychiatric outpatient clinic, licensed psychologist and psychiatrist services;
(g) behavioral health rehabilitation services (BHRS) for children and adolescents with psychiatric, substance abuse or mental retardation disorders;
(h) mental health residential treatment services for children and adolescents (JCAHO accredited and non-JCAHO);
(i) outpatient drug and alcohol services, including Methadone Maintenance Clinics, when used to treat narcotic/opioid dependency and dispensed by an in-plan drug and alcohol services provider;
(j) clozapine support services;
(k) laboratory and diagnostic studies and procedures for the purpose of determining response to behavioral health medication and/or treatment ordered by behavioral health rehabilitative services providers acting within the scope of their license;
(l) crisis intervention services (telephone and mobile with in-home capability);
(m) family-based mental health services for children and adolescents;
(n) targeted mental health case management (intensive case management and resource coordination);
(o) mobile mental health treatment;
(p) peer support services;
(q) psychiatric rehabilitation services;
(r) outpatient drug and alcohol rehabilitation services.

(2) administer and coordinate services within the Division;

(3) provide community education and training;

(4) monitor and assure service standards for Division-operated and purchased services;

(5) represent the Division at meetings and conferences;
(6) serve as liaison to cooperating agencies; and
(7) perform such other duties and functions related to HealthChoices services as are assigned by the Director of Human Services or the County Executive.

Section 6.10 Information and Referral/Emergency Services Division

a. The head of the Information and Referral/Emergency Services Division shall be the Casework Manager II within that Division.

b. The Information and Referral/Emergency Services Division shall offer social services to residents of the County who are in need of information and referral and/or emergency services.

c. The Casework Manager II, in person or through subordinates, shall:

   (1) provide, directly or through purchase of service agreements, services which may include:

      (a) information and referral for persons requesting services for residents of Northampton County;

      (b) information about the availability of County and community services;

      (c) a single point of entry for persons requesting services provided by Northampton County;
(d) evaluation and assessment of referrals for immediate intervention;

(e) 24-hour response to crisis and emergency situations including:

(1) mental health assessments for involuntary commitments under the Pennsylvania Mental Health Act;

(2) emergency placement of children who are assessed to be at high risk of abuse or neglect when there are no other options;

(3) referral and transportation to shelter care for runaway children found in Northampton County;

(f) 24-hour telephone crisis counseling;

(g) mobile crisis counseling provided in the community on both an individual and team level (provided seven days per week);

(h) walk-in crisis counseling provided in the office;

(i) crisis services/response for all non-Gracedale Human Services divisions;

(2) administer and coordinate services within the Division;

(3) provide community education and training;
(4) monitor and assure service standards for Division-operated and purchased services;

(5) represent the Division at meetings and conferences;

(6) serve as liaison to cooperating agencies; and

(7) perform such other duties and functions related to information and referral and/or emergency services as are assigned by the Director of Human Services or the County Executive.

ARTICLE VII

DEPARTMENT OF PUBLIC WORKS

Section 7.01 Organization
7.02 Duties
7.03 Division of Plant Operations and Maintenance
7.04 Division of Custodial Services
7.05 Division of Bridges
7.06 Division of Vector Control
7.07 Division of Parks and Recreation

Section 7.01 Organization

a. The Department of Public Works shall be headed by a Director who shall be responsible to the County Executive for the performance of the functions of this Department.

b. The purpose of the Department of Public Works is to provide engineering, custodial and maintenance services for County agencies buildings, equipment and property, including
bridges; maintain a vector control program; and provide County services related to parks and recreational facilities and programs.

Section 7.02 Duties

The Director of Public Works, in person or through subordinates, shall:

(1) negotiate and administer County contracts for architectural, engineering, construction and maintenance services

(2) develop and maintain relationships as appropriate with County agencies, and with public and private agencies;

(3) direct the preparation of engineering estimates for capital improvements for each County agency;

(4) direct the administration of programs for the inspection, maintenance and repair of all County and inter-county bridges and the appurtenances thereto;

(5) direct the administration of programs for development and maintenance of parks and recreational facilities and programs;

(6) direct the administration of rodent and vermin control programs;

(7) direct the administration of programs for operating, maintaining, repairing and providing custodial
services for all County-owned buildings and equipment; including motor vehicles;

(8) direct the administration of programs for storeroom and warehouse facilities for County property and supplies;

(9) utilize such professional engineering services with the approval of the County Executive, as are required for adequate performance of departmental functions; and

(10) perform such other duties and functions related to County property as are assigned by the County Executive.

Section 7.03 Division of Plant Operations and Maintenance

The head of the Division of Plant Operations and Maintenance shall be the Chief of Operations and Maintenance. The Chief, in person or through subordinates, shall:

(1) plan, develop and administer a comprehensive preventative maintenance program for all County-owned equipment and buildings; including motor vehicles;

(2) coordinate maintenance services and programs with other County agencies;

(3) monitor provision and use of utilities (i.e. steam, electricity, etc.) to all County buildings and equipment and maintain adequate supplies, equipment and apparatus to ensure uninterrupted provision of all necessary utilities;
(4) supervise all necessary scheduled and emergency repairs of County-owned buildings and equipment; including motor vehicles;

(5) maintain control of all supplies and materials used in the operation of the Division to ensure the economical use of utilities;

(6) maintain all blueprints, service literature, and other information necessary for the proper operation, care and repair of all County-owned or leased equipment;

(7) supervise the work of all Division personnel;

(8) provide education and training to new Division employees in the proper operation and repair procedures of all applicable equipment and apparatus;

(9) administer the janitorial and custodial programs for County-owned buildings; and

(10) perform such other duties and functions relating to plant operation and maintenance as are assigned by the Director of Public Works or the County Executive.

Section 7.04 Division of Custodial Services

a. The head of the Division of Custodial Services shall be the Chief of Custodial Services. The Chief of Custodial Services, in person or through subordinates, shall:
(1) coordinate all custodial and janitorial services and programs with other County agencies;

(2) maintain all service literature and other information necessary for the proper cleaning and care of County-owned buildings and equipment;

(3) supervise the work of all Division personnel;

(4) plan, develop and administer necessary programs for the cleaning and custodial care of all County-owned buildings;

(5) inspect all applicable buildings completely and thoroughly to ensure they are cleaned and maintained in the best possible conditions; and

(6) perform such other custodial and janitorial duties and services as are assigned by the Director of Public Works or the County Executive.

b. All, or some of the functions of the Division of Custodial Services may, with the approval of County Council, be contracted to an outside agency. In such event, the Director of Public Works shall be responsible for the operation of the Division and shall ensure the proper fulfillment of all terms and conditions of any contract. In the event that some of the functions of the Division of Custodial Services are contracted to an outside agency, the County Executive may assign the remaining responsibilities and employees of the Division of
Custodial Services to the Division of Plant Operations and
Maintenance.

Section 7.05 Division of Bridges

The head of the Division of Bridges shall be the Bridges
Supervisor. The Bridges Supervisor, in person or through
subordinates, shall:

(1) inspect all County bridges including inter-county
bridges for obstructions, hazards or unsafe conditions;

(2) plan, develop and administer a comprehensive
preventive maintenance program for all County bridges including
inter-county bridges;

(3) supervise the work of all Division personnel in
painting, clearing brush, clearing obstructions, patching
concrete, and related maintenance on bridges and appurtenance
thereto;

(4) recommend necessary contracts for major repair or
renovation work on bridges and appurtenances and ensure
compliance with the provisions of such contracts;

(5) respond to emergency calls resulting from
accidents or other hazards on bridges;

(6) maintain maps and other literature necessary to
administer the services of the Division; and
(7) perform such other functions and duties related to bridges as are assigned by the Director of Public Works or the County Executive.

Section 7.06 Division of Vector Control

The head of the Division of Vector Control shall be the Vector Control Supervisor. The Vector Control Supervisor, in person or through subordinates, shall:

(1) identify breeding grounds and types of insects and rodents and eliminate these breeding grounds as effectively as possible;

(2) prepare and apply insecticides and rodenticides;

(3) supervise the work of all Division personnel;

(4) plan, develop and administer a comprehensive insect and rodent control program;

(5) co-ordinate Division services and programs with other County, State and Federal agencies, and the public;

(6) maintain records and other literature necessary for effective vector control;

(7) conduct surveys, investigations and research on insect and rodent proliferation and the control measures needed;

(8) prepare and submit to appropriate officials reports as required by law or regulation; and
(9) perform such other duties related to vector control as are assigned by the Director of Public Works or the County Executive.

Section 7.07 Division of Parks and Recreation

The head of the Division of Parks and Recreation shall be the Chief of Parks and Recreation. The Chief, in person or through subordinates, shall:

(1) plan, develop and administer, in consultation with the Northampton County Park Board, a comprehensive system of parks, recreational facilities and programs for the benefit and use of County residents;

(2) co-ordinate the park and recreational facilities and programs of the County with other public and private recreational facilities and programs in the County;

(3) collect for the use of the County such fees for admission to or for use of facilities, programs or activities as authorized by ordinance of the County Council and shall transfer all such fees to the Division of Revenue;

(4) enforce such rules and regulations for the safety and conduct of persons using parks and recreational facilities as promulgated by the Director of Public Works or the County Executive; and
(5) perform such other duties and functions related to parks and recreation as are assigned by the Director of Public Works or the County Executive.

ARTICLE X

OFFICE OF THE SHERIFF

Section 10.01 Organization
10.02 Duties

Section 10.01 Organization

a. The Office of the Sheriff shall be headed by the Sheriff who shall be responsible to the County Executive for the performance of the functions of the Office.

b. The purpose of the Office of the Sheriff is to provide those services required of his Office by law.

c. The Sheriff shall be treated as an exempt position, and subject to the following hiring procedures:

(1) The County Executive shall publicly advertise and recruit qualified individuals to apply for this position. The method and manner of such publication shall be at the discretion of the Executive, but in any event shall, at a minimum, include one daily paper of local circulation, and one daily paper of regional circulation.

(2) The Chief County Solicitor shall receive all applications and, upon review of same, make qualified applicants
available to the Executive.

(3) The County Executive shall review the qualified applications, and forward a list of three names, chosen at the Executive's discretion, to the President Judge of the Court of Common Pleas.

(4) The President Judge shall review the three applications forwarded by the Executive, and indicate, by rank, the Court's preferences regarding this position.

   (a) The Court may, at its sole discretion, include the name of an additional applicant or applicants for the Executive's consideration who, in the Court's evaluation, would satisfactorily fulfill the responsibilities of Sheriff.

   (b) If the Court elects to thus exercise its discretion, the Court will rank the additional applicant or applicants with the initial three as discussed supra, for the Executive's consideration.

(5) The Executive will, at the Executive's discretion, after consultation with the Court, nominate one individual for the position of Sheriff, and forward the name of that nominee to County Council for confirmation.

Section 10.02 Duties

The duties of the Sheriff, in person or through his duly appointed deputies, shall be to:
(1) provide for the security of the courtroom
whenever in session;

(2) transport prisoners;

(3) serve warrants and other legal papers and
notices;

(4) administer the foreclosure, repossession and sale
of real and personal property;

(5) perform such other duties as may be required by
law, and specific orders and directives of the Court and the
County Executive.

ARTICLE XII

FINANCE

Section 12.01 Procedure for Preparation of Financial Plan
12.02 Procedure for Preparation of Annual Budget
12.03 Termination of Appropriation for Capital
Expenditures
12.04 Budgetary Limitations
12.05 Financial Statement
12.06 Depositories of Funds of the County

Section 12.01 Procedure for Preparation of Financial Plan

Not later than 180 days before the end of the fiscal year,
and upon receipt of at least 30 days notice, the head of each
agency shall furnish to the County Executive or his designee a
description, justification and estimate for each program and for
each capital project, to be proposed during one or more of the
succeeding **three** five fiscal years. Each program or capital project request shall include where appropriate:

1. recommended priority;
2. development time schedule;
3. estimated useful life in years;
4. estimated costs for planning, site or right-of-way construction, equipment and other features;
5. status of plans and land acquisition;
6. anticipated effect of program or capital project on annual operating budget;
7. proposed method of paying for program or capital project;
8. possible sources of financial aid;
9. recommended expenditures by years, including total expenditures remaining beyond the **three** five-year period of any program or capital project; and
10. such other information as County Council, the Executive or his designee may deem advisable.

**Section 12.02 Procedure for Preparation of Annual Budget**

a. Content. The County Executive, in person or through subordinates, shall annually prepare and submit to the County Council a comprehensive annual budget comprised of a budget message, a balance annual operating budget, a capital budget,
and a proposed tax ordinance to provide the necessary revenue. The budget message shall explain the budget in fiscal terms and in terms of the objectives to be accomplished and shall relate the requested appropriations to the approved financial plan of the County. The capital budget shall recommend those parts of the capital improvements plan which shall be undertaken during the next fiscal year. The annual operating budget shall contain:

(1) an analysis of the existing programs, an identification of the program objectives and those new programs needed to achieve the objectives;

(2) estimated expenditures from the preceding year and proposed expenditures for the budget year on a comparative basis, utilizing the most feasible combination of classifications by fund, agency, program, purpose or activity, and object class;

(3) amount and source of revenues needed to finance these programs;

(4) alternative program for reaching the objectives;

(5) a statement of the estimated cash surplus available at the end of the fiscal year;

(6) a statement of the estimated revenue to be received during the next fiscal year, including revenues from fees, contracts, grants, transfers, taxes and investments;
(7) a separate statement of debt service requirements for the next fiscal year; and

(8) a statement of the current bonded and other indebtedness of the County.

b. Schedule for Preparation:

(1) not later than 366 days before the end of the fiscal year, the County Council may by resolution, require a specific format for the annual budget. If no timely resolution is adopted, the budget for the succeeding fiscal year shall be in a format as the County Executive deems appropriate;

(2) not later than 150 days before the end of the fiscal year, or such earlier date as the County Executive may require, the head of each agency shall furnish to the County Executive or his designee an estimate of revenues and expenditures of his respective agency for the succeeding fiscal year, exclusive of capital projects. Each estimate shall show revenues and expenditures and be in such form and shall contain such additional information as the County Executive or his designee shall prescribe, provided that the estimate of expenditures shall constitute or be accompanied by a request for an appropriation. Such estimates of expenditures shall be based on and shall be accompanied by a tentative work program prepared by the head of each agency;
(3) the County Executive or his designee, not less than 30 days prior to the date fixed above, shall notify in writing the head of each agency of the date fixed above, and the format and information to be contained in such estimate and request;

(4) in the event that the head of any agency fails to submit an estimate by the date specified, the County Executive or his designee shall forthwith prepare such estimate; and

(5) the County Executive or his designee, with the Director of Fiscal Affairs, upon receipt of the estimates and request for appropriations, shall proceed to make such review and investigation and conduct such internal administrative hearings thereon as the County Executive may deem necessary. The County Executive may require the head of each agency or any officer or employee thereof to furnish data and information and answer inquiries pertinent to such review or investigation.

Section 12.03 Termination of Appropriations for Capital Expenditures

Appropriations or contracts for the establishment of bond or capital accounts, sinking funds or reserve funds, and each such appropriation, account or fund shall continue in force until the purpose for which it was made shall have been accomplished or shall have been abandoned by a two-thirds (2/3)
vote of the County Council.

Section 12.04 Budgetary Limitations

No County officer, employee, or agency shall, during a fiscal year, expend or contract to expend money or incur any liability, or enter into any contract which, by its terms, involves the expenditure of money for any of the purposes for which provision is made in the budget in excess of the amounts appropriated for such fiscal year or for any other purpose, except as otherwise specifically provided by law, the Charter or Ordinance.

Section 12.05 Financial Statements

The County Executive shall prepare and submit to the County Council and the Controller, not later than 30 days following the close of any fiscal quarter, and at such other times as the County Council may by resolution direct, a comprehensive financial report covering all funds and financial operations of the County for the previous quarter and the fiscal year-to-date. The report shall be prepared in accord with generally accepted principles for governmental accounting, auditing and financial reporting.
Section 12.06 Depositories of Funds of the County

a. Selection. The County Council, after the evaluation of written proposals, shall by resolution, select a depository or depositories for County monies.

b. Surety. Each depository utilized by the County, upon receipt of notice of resolution as a depository of County funds and for the benefit of the security of the County and before receiving any such deposit shall furnish to the County a good and sufficient undertaking approved as to the sufficiency of surety by the County Executive and as to form by the County Solicitor. Such undertaking shall specify the amount which the County Executive shall be authorized to have on deposit at any one time with such depository. Such undertaking shall provide:

(1) that such depository shall faithfully keep and pay over, on the order of the County, such deposits and the agreed interest thereon; and

(2) for the payment of such bonds or coupons as by their terms are made payable at a bank or banks for the payment of which a deposit shall be made by the County with such depository.

The County Executive may increase the amount which any such depository is authorized to have on deposit at any one time and require additional undertaking therefore.
Public Hearing

Mr. Kraft asked if there were any questions or comments from the public.

There were no respondents.

As there were no questions or comments, Mr. Kraft called for the vote.


The ordinance was adopted by a vote of 8-0.

Introduction of the 2018 Budget Amendment Ordinance

Messrs. Heckman and Cusick introduced the following ordinance:

AN ORDINANCE AMENDING THE 2018 NORTHAMPTON COUNTY BUDGET: OFFICE OF THE SOLICITOR; DEPARTMENT OF HUMAN RESOURCES; DEPARTMENT OF ADMINISTRATION - CONSERVATION DISTRICT AND EMERGENCY MANAGEMENT TASK FORCE EQUIPMENT; DEPARTMENT OF THE PUBLIC DEFENDER; DEPARTMENT OF FISCAL AFFAIRS - BALANCING OF BUDGET; COURTS - COURT ADMINISTRATION AND PROBLEM SOLVING COURTS; DEPARTMENT OF PUBLIC WORKS; DEPARTMENT OF HUMAN SERVICES - HOMELESS ASSISTANCE, DEVELOPMENT FUND, BLOCK GRANTS, CHILDREN, YOUTH & FAMILIES, AREA AGENCY ON AGING, HEALTHCHOICES, MENTAL HEALTH, DEVELOPMENTAL PROGRAMS AND DRUG & ALCOHOL

<table>
<thead>
<tr>
<th>2018</th>
<th>BUDGET AMENDMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>KEY</strong></td>
<td><strong>CURRENT</strong></td>
</tr>
<tr>
<td>ORG</td>
<td>ACCOUNT</td>
</tr>
<tr>
<td>Solicitor</td>
<td>21000</td>
</tr>
</tbody>
</table>
### Human Resources

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>20,000</th>
<th>5,000</th>
<th>25,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>33100</td>
<td>42418</td>
<td>CBC Wellness Reimbursement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>59999</td>
<td></td>
<td>Pooled Employee Wellness</td>
<td>30,000</td>
<td>5,000</td>
<td>35,000</td>
</tr>
</tbody>
</table>

### Administration - Conservation District

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>400,000</th>
<th>100,000</th>
<th>500,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>42600</td>
<td>42640</td>
<td>Subdivision Plan Review</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Administration - Emg Mgt Task Force Equip

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>30,000</th>
<th>116,000</th>
<th>146,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>44107</td>
<td>41130</td>
<td>Federal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>75250</td>
<td></td>
<td>Equipment</td>
<td></td>
<td>116,000</td>
<td>116,000</td>
</tr>
</tbody>
</table>

### Public Defender

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>1,373,200</th>
<th>42,800</th>
<th>1,416,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>27000</td>
<td>Salaries &amp; Fringe Benefits</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Fiscal Affairs - Balancing Of Budget

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>95,247,876</th>
<th>36,900</th>
<th>95,227,576</th>
</tr>
</thead>
<tbody>
<tr>
<td>31300</td>
<td>40010</td>
<td>Real Property Current</td>
<td>(100,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>42,800</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Courts - Court Administration

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>520,200</th>
<th>34,000</th>
<th>554,200</th>
</tr>
</thead>
<tbody>
<tr>
<td>71500</td>
<td>41380</td>
<td>Court Reimbursement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>63999</td>
<td></td>
<td>Pooled Admin Supplies &amp; Equipment</td>
<td>78,400</td>
<td>34,000</td>
<td>112,400</td>
</tr>
</tbody>
</table>

### Courts - Problem Solving Courts

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>-</th>
<th>132,700</th>
<th>132,700</th>
</tr>
</thead>
<tbody>
<tr>
<td>73800</td>
<td>41600</td>
<td>PCCD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>58999</td>
<td></td>
<td>Pooled Misc Employee Benefits</td>
<td>19,000</td>
<td>21,500</td>
<td>40,500</td>
</tr>
<tr>
<td>68999</td>
<td></td>
<td>Pooled Program Operating Cost</td>
<td>70,000</td>
<td>111,200</td>
<td>181,200</td>
</tr>
</tbody>
</table>

### Public Works

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>-</th>
<th>20,000</th>
<th>20,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>41700</td>
<td>41599</td>
<td>PCORP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>61999</td>
<td></td>
<td>Pooled Occupancy Costs</td>
<td>875,000</td>
<td>6,508</td>
<td>881,508</td>
</tr>
<tr>
<td>75700</td>
<td></td>
<td>Safety &amp; Security Equipment</td>
<td>-</td>
<td>13,492</td>
<td>13,492</td>
</tr>
</tbody>
</table>

### Human Services - Homeless Assistance

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>344,400</th>
<th>19,300</th>
<th>363,700</th>
</tr>
</thead>
<tbody>
<tr>
<td>50600</td>
<td>41488</td>
<td>Human Service Block Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>69999</td>
<td></td>
<td>Pooled Subcontracted Services</td>
<td>344,600</td>
<td>19,300</td>
<td>363,900</td>
</tr>
</tbody>
</table>

### Human Services - Development Fund

<table>
<thead>
<tr>
<th>Code</th>
<th>Code</th>
<th>Description</th>
<th>178,000</th>
<th>21,000</th>
<th>199,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>51100</td>
<td>41488</td>
<td>Human Service Block Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44010</td>
<td></td>
<td>Interest on Investments</td>
<td>100</td>
<td>200</td>
<td>300</td>
</tr>
<tr>
<td>69999</td>
<td></td>
<td>Pooled Subcontracted Services</td>
<td>178,100</td>
<td>21,200</td>
<td>199,300</td>
</tr>
</tbody>
</table>
### Human Services - Block Grants

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Federal</th>
<th>45,000</th>
<th>285,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>51200</td>
<td>Federal</td>
<td>240,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>69999</td>
<td>Pooled Subcontracted Services</td>
<td>240,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Human Services - Children, Youth & Families

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
<th>(Amount)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>51000</td>
<td>Temp Assist Needy Families</td>
<td>840,400</td>
<td>(5,600)</td>
<td>834,800</td>
</tr>
<tr>
<td>41310</td>
<td>Act 148</td>
<td>15,133,500</td>
<td>915,700</td>
<td>16,049,200</td>
</tr>
<tr>
<td>41318</td>
<td>Alternative To Truancy</td>
<td>255,100</td>
<td>75,000</td>
<td>330,100</td>
</tr>
<tr>
<td>41428</td>
<td>Evidence Based Practices Grants</td>
<td>946,500</td>
<td>27,100</td>
<td>973,600</td>
</tr>
<tr>
<td>41480</td>
<td>Homelessness</td>
<td>71,400</td>
<td>110,700</td>
<td>182,100</td>
</tr>
<tr>
<td>41497</td>
<td>Information Technology Grant</td>
<td>285,500</td>
<td>116,800</td>
<td>402,300</td>
</tr>
<tr>
<td>41550</td>
<td>Medical Assistance</td>
<td>58,000</td>
<td>(7,000)</td>
<td>51,000</td>
</tr>
<tr>
<td>41575</td>
<td>Misc Intergovernmental</td>
<td>-</td>
<td>9,500</td>
<td>9,500</td>
</tr>
<tr>
<td>41605</td>
<td>PA Promising Practices Grant</td>
<td>-</td>
<td>28,300</td>
<td>28,300</td>
</tr>
<tr>
<td>41652</td>
<td>State SIL Grant</td>
<td>357,000</td>
<td>40,400</td>
<td>402,400</td>
</tr>
<tr>
<td>42580</td>
<td>Parental Payments</td>
<td>375,000</td>
<td>70,800</td>
<td>445,800</td>
</tr>
<tr>
<td>42591</td>
<td>Social Security</td>
<td>214,400</td>
<td>(50,200)</td>
<td>164,200</td>
</tr>
<tr>
<td>42650</td>
<td>Supplemental Security (SSI)</td>
<td>27,900</td>
<td>7,100</td>
<td>35,000</td>
</tr>
<tr>
<td>51700</td>
<td>Pooled Subcontracted Services</td>
<td>2,074,204</td>
<td>1,343,600</td>
<td>3,417,804</td>
</tr>
</tbody>
</table>

### Human Services - Area Agency On Aging

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
<th>(Amount)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>54000</td>
<td>Title V</td>
<td>56,600</td>
<td>(35,400)</td>
<td>21,200</td>
</tr>
<tr>
<td>41229</td>
<td>Title XIX</td>
<td>432,000</td>
<td>457,000</td>
<td>889,000</td>
</tr>
<tr>
<td>42457</td>
<td>Cost Sharing</td>
<td>26,000</td>
<td>(14,000)</td>
<td>12,000</td>
</tr>
<tr>
<td>45030</td>
<td>Miscellaneous</td>
<td>500</td>
<td>3,500</td>
<td>4,000</td>
</tr>
<tr>
<td>55400</td>
<td>Pooled Subcontracted Services</td>
<td>632,600</td>
<td>411,100</td>
<td>1,043,700</td>
</tr>
</tbody>
</table>

### Human Services - HealthChoices

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
<th>(Amount)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>57000</td>
<td>SSI with Medicare</td>
<td>7,355,500</td>
<td>(78,900)</td>
<td>7,276,600</td>
</tr>
<tr>
<td>41176</td>
<td>SSI w/o Medicare Child</td>
<td>12,952,300</td>
<td>238,000</td>
<td>13,190,300</td>
</tr>
<tr>
<td>41177</td>
<td>SSI w/o Medicare Adult</td>
<td>9,732,100</td>
<td>317,000</td>
<td>10,049,100</td>
</tr>
<tr>
<td>41181</td>
<td>TANF/Health Beg/MAGI/Child</td>
<td>15,974,600</td>
<td>1,795,100</td>
<td>17,769,700</td>
</tr>
<tr>
<td>41182</td>
<td>TANF/Health Beg/MAGI/Adult</td>
<td>3,463,000</td>
<td>793,600</td>
<td>4,256,600</td>
</tr>
<tr>
<td>41468</td>
<td>HC Expansion - Newly Eligible</td>
<td>18,085,800</td>
<td>(569,600)</td>
<td>17,516,200</td>
</tr>
<tr>
<td>44010</td>
<td>Interest on Investments</td>
<td>125,000</td>
<td>120,300</td>
<td>245,300</td>
</tr>
<tr>
<td>57100</td>
<td>Pooled Subcontracted Services</td>
<td>84,947,331</td>
<td>2,615,500</td>
<td>87,562,831</td>
</tr>
</tbody>
</table>

### Human Services - Mental Health

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
<th>(Amount)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>57400</td>
<td>Human Service Block Grant</td>
<td>11,286,700</td>
<td>146,400</td>
<td>11,433,100</td>
</tr>
<tr>
<td>58100</td>
<td>Pooled Subcontracted Services</td>
<td>4,973,200</td>
<td>146,400</td>
<td>5,119,600</td>
</tr>
</tbody>
</table>
Effective Date:

In accordance with Northampton County Home Rule Charter 705 (e) this ordinance shall become effective upon the date of enactment.

Mr. Kraft advised the public hearing, debate and possible vote will be held at the June 21, 2018 meeting.

Introduction of an Ordinance Entitled, “AN ORDINANCE OF THE NORTHAMPTON COUNTY COUNCIL APPROVING THE CONVEYANCE OF NORTHAMPTON COUNTY BRIDGE 15 TO THE COUNTY OF NORTHAMPTON FROM THE GENERAL PURPOSE AUTHORITY”

Ms. Vargo Heffner and Mr. Werner introduced the following ordinance:

AN ORDINANCE OF THE NORTHAMPTON COUNTY COUNCIL APPROVING THE CONVEYANCE OF NORTHAMPTON COUNTY BRIDGE 15 TO THE COUNTY OF NORTHAMPTON FROM THE GENERAL PURPOSE AUTHORITY

WHEREAS, Northampton County Home Rule Charter Article 602 (a)(6) provides that the Northampton County Council shall enact an ordinance for any act which “purchases, conveys, leases or authorizes the purchase, conveyance or lease of any real property of the County”; and
WHEREAS, on October 20, 2016, Northampton County Council adopted an ordinance entitled, “AN ORDINANCE OF THE COUNTY COUNCIL OF NORTHAMPTON COUNTY APPROVING THE COUNTY BRIDGE CONVEYANCE AND REHABILITATION PROGRAM BY ENDORSING THE P3 BRIDGE PROJECT SERVICE AGREEMENT BETWEEN THE COUNTY OF NORTHAMPTON AND THE NORTHAMPTON COUNTY GENERAL PURPOSE AUTHORITY AND BY APPROVING THE CONVEYANCE OF 33 COUNTY BRIDGES TO THE GENERAL PURPOSE AUTHORITY PURSUANT TO THE P3 AGREEMENT”, which included Northampton County Bridge 15; and

WHEREAS, at the General Purpose Authority meeting held on June 5, 2018, the General Purpose Authority unanimously voted to convey Northampton County Bridge 15 at no cost to Northampton County.

NOW, THEREFORE, BE IT HEREBY ORDAINED AND ENACTED by Northampton County Council that Northampton County Bridge 15 shall be conveyed to the County of Northampton by the General Purpose Authority.

Mr. Kraft stated the public hearing, debate and possible vote will be held at the June 21, 2018 meeting.

Introduction of an Ordinance Entitled, “AN ORDINANCE AUTHORIZING PREPARATION AND SUBMISSION OF A DECLARATION OF TAKING AND RELATED DOCUMENTATION FOR A PORTION OF THE LANDS OF WAYNE E. CACCIOLA AND CHERYL A. CACCIOLA, HUSBAND AND WIFE”

Ms. Vargo Heffner and Mr. McGee introduced the following ordinance:

AN ORDINANCE AUTHORIZING PREPARATION AND SUBMISSION OF A DECLARATION OF TAKING AND RELATED DOCUMENTATION FOR A PORTION OF THE LANDS OF WAYNE E. CACCIOLA AND CHERYL A. CACCIOLA, HUSBAND AND WIFE

WHEREAS, Northampton County Council has determined that it is necessary and appropriate to acquire a Permanent Right of Way Easement and a Temporary Construction Easement for a project involving replacement, repair and or maintenance of Bridge No. 143 for the safety of the traveling public for the below stated property owners; and
WHEREAS, a description of the property condemned from owners Wayne E. Cacciola and Cheryl A. Cacciola, Husband and Wife sufficient for its identification is set forth in Exhibit "1" being part of the same property more particularly described in the Office of the Recorder of Deeds in and for Northampton County Deed Book Volume 2014-1, Page 122231 located in the Borough of Bath, Northampton County, Pennsylvania also identified as Tax Parcel No. H5-9-1-0520F (Cacciola property); and

WHEREAS, Condemnor, Northampton County concerns a Temporary Construction Easement of 17,726.74 square feet from the Cacciola property. A copy of the plot plan showing the entire property and portion of land condemned and legal description of the condemned land is attached as Exhibits "1 and 2"; and

WHEREAS, Northampton County is permitted to acquire land and interests in land by Eminent Domain pursuant to the Eminent Domain Code, 26 Pa. C.S.A. Section 302 et seq. as amended.

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED by the Northampton County Council as follows:

1. All "Whereas" clauses are hereby incorporated into this Resolution.

2. That the County Solicitor's office, is hereby authorized and directed to prepare, and the proper officers to execute, a Declaration of Taking and Notice of Condemnation in accordance with the provisions of the Pennsylvania Eminent Domain Code of 2006, as amended.

3. That the Northampton County Solicitor is hereby authorized and directed to file the Declaration of Taking in the office of the Prothonotary of Northampton County.

4. That the Northampton County Solicitor is authorized and directed to record the Notice of Filing of Declaration of Taking.

5. That Northampton County, acting by and through Northampton County Council and the Northampton County Executive and/or the Northampton County Solicitor's office, is hereby authorized and directed to pay, or to offer to pay, within sixty days from filing of the herein above mentioned Declaration of Taking, just compensation to each Condemnee as provided for and pursuant to Section 307 of the Eminent Domain Code.
6. That the Northampton County Solicitor's office is hereby authorized and directed to send the Notice required by Section 305 of the Eminent Domain Code to the record owner of the property or interest in property to be condemned by certified mail per Section 305(b) of the Eminent Domain Code.

Mr. Kraft advised the public hearing, debate and possible vote will be held at the June 21, 2018 meeting.

Consideration of Resolution Supporting SB 1037 (Civil Service Reforms)

Mr. Cusick introduced the following resolution:

R. 71-2018 WHEREAS, the Northampton County Department of Human Services provides care and protection to County residents from infancy to old age, through consumer-focused programs designed to maintain and improve the quality of life for consumers and their families; and

WHEREAS, the Department of Human Services seeks to provide social services to meet the needs of the citizens of Northampton County to further health and independence; and

WHEREAS, Northampton County's Department of Human Services has struggled to fill vacancies in a timely manner that are Pennsylvania State Civil Service positions, including County Caseworkers, Aging Care Managers, Senior Center Operators and related support occupations; and

WHEREAS, in order to be considered for these opportunities the qualified job candidate must have successfully completed the Pennsylvania State Civil Service eligibility examination and placed on a list of candidates; and

WHEREAS, Northampton County and Counties throughout the Commonwealth of Pennsylvania have experienced many years of frustration with the current Civil Service system, which discourages competent and qualified individuals from seeking critical human services positions in County government; and

WHEREAS, Senate Bill 1037, which would streamline the testing and selection processes for County and State Civil Service positions by moving several responsibilities of the
State Civil Service Commission to the Office of Administration has been introduced this session; and

WHEREAS, moving the Civil Service hiring process to the Office of Administration is intended to provide better customer service for those who use the Civil Service system - both for employers and job seekers; and

WHEREAS, Senate Bill 1037 does not affect the criteria for hiring under the Civil Service system, the positions subject to Civil Service hiring, or any existing criteria related to veterans’ preference.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Northampton County Council supports Senate Bill 1037 which provides for Amending Title 71 (State Government) of the Pennsylvania Consolidated Statutes, consolidating the Civil Service Act; providing for Civil Service reform in the areas of merit-based hiring, Civil Service applications, certification, examinations and promotions; and making related repeals.

BE IT FURTHER RESOLVED that the Northampton County Council respectfully requests the support of our elected members of the Pennsylvania General Assembly for the Civil Service Commission reforms proposed in Senate Bill 1037.

Mr. Cusick stated last month the Director of Human Services reported on the difficulties they were incurring in their efforts to fill vacancies. He further stated Senate Bill 1037 was supported by the County Commissioners Association of Pennsylvania and was recently unanimously passed by the State Senate and was going to the House where he hoped it would also be passed.

As there were no further questions or comments, Mr. Kraft called for the vote.

The vote: Cusick, "yes"; Kraft, "yes"; McGee, "yes"; Vargo Heffner, "yes"; Werner, "yes"; Dietz, "yes"; Ferraro, "yes" Heckman, "yes".

The resolution was adopted by a vote of 8-0.
Consideration of Resolution Accepting a Donation from the Friends of Gracedale Foundation

Ms. Vargo Heffner introduced the following resolution:

R. 72-2018 WHEREAS, Northampton County Home Rule Charter Section 202 (10) provides that the County Council shall have, among others, the following powers: "to accept on behalf of the County any gifts of real property and to provide for the acceptance by any agency on behalf of the County of other gifts;" and

WHEREAS, the Friends of Gracedale Foundation’s mission statement is to develop a Gracedale community involvement through fund raising efforts that promote and finance innovative programs that will supplement and enhance the quality of life and provide Gracedale residents extended care opportunities.

NOW, THEREFORE, BE IT RESOLVED by the Northampton County Council that it does hereby authorize the County Executive to accept, on behalf of Gracedale, the donation of $1,500 to be used by the Volunteer office of Gracedale for Quality of Life expenses for the residents.

Mr. Werner advised this was their first donation and it was anticipated there would be more.

As there were no further questions or comments, Mr. Kraft called for the vote.

The vote: Vargo Heffner, "yes"; McGee, "yes"; Werner, "yes"; Cusick, "yes"; Dietz, "yes"; Ferraro, "yes"; Heckman, "yes" and Kraft, "yes".

The resolution was adopted by a vote of 8-0.

Consideration of Resolution Approving Changes to the Northampton County Conservation District Expedited Technical Review Policy

Mrs. Ferraro introduced the following resolution:

R. 73-2018 IT IS HEREBY RESOLVED, By the Northampton County Council that the Northampton County Conservation District Erosion and Sediment Pollution Control Plan Expedited Review Policy shall be renamed Northampton County Conservation District Expedited Technical Review Policy and amended as indicated on
the attached document (sections marked with strikeout have been deleted and sections marked with **bold underline** have been added).

In answer to Mr. Cusick's question as to the reason behind the changes, Ms. Sharon Pletchan, District Manager, Conservation District Division, stated the main reason was due to the acceptances of the new storm water management delegation and an additional review that was not previously covered. She further stated the other changes included wording for clarification and to limit the project size.

Ms. Pletchan advised the fee associated with this was not changing as the fee schedule was approved earlier this year by County Council.

As there were no further questions or comments, Mr. Kraft called for the vote.

The vote: Ferraro, "yes"; Vargo Heffner, "yes"; Werner, "yes"; Cusick, "yes"; Dietz, "yes"; Heckman, "yes"; Kraft, "yes" and McGee, "yes".

The resolution was adopted by a vote of 8-0.

**Economic Development Committee Report**

Mr. McGee stated the Economic Development Committee met earlier today and the City of Easton gave a presentation regarding their City Revitalization Block Grant - 13th Street project. He further stated the Nature Nature Center gave a presentation on the work they do and how farmer market businesses were growing.

Mr. McGee advised that DiscoverLV gave a presentation on projects they were working on and how they were working to increase tourism. He further advised there was a review of the Community Development Block Grant applications.

**Finance Committee Report**

Mr. Heckman stated the next Finance Committee meeting would be held on June 20, 2018 and it would be to focus on the finances of the P3 project and the GPA.
Capital Projects and Operations Committee Report

Mr. Werner advised the Capital Projects and Operations Committee meeting that was scheduled for June 20, 2018 was being cancelled to allow more time for the Finance Committee meeting.

Lehigh Valley Planning Commission Liaison Report

Mr. McGee stated at the Lehigh Valley Planning Commission meeting a discussion was held regarding the Transportation Improvement Program and their $534 million spending plan over the next four years. He stated he planned on learning more about this program because a lot of money had previously been left on the table.

Mr. Werner advised the P3 project was originally part of a bundling program in 2012 and things were being assembled before it was hijacked and taken to a different level.

Jail Advisory Board Liaison Report

Ms. Vargo Heffner stated the Jail Advisory Board met last week and all the programs that were designed to reduce recidivism would end at the end of the fiscal year. She further stated they were hoping to get funds to continue the programs because they had all met or exceeded their goals for the year.

Ms. Vargo Heffner advised the Stepping Up Program was going to be revitalized.

Mental Health/Early Intervention/Developmental Program Advisory Board Liaison Report

Ms. Vargo Heffner stated the Mental Health/Early Intervention/Developmental Program Advisory Board met and there was a discussion regarding the hiring of a new administrator for the Mental Health/Early Intervention/Developmental Program Division.

Ms. Vargo Heffner advised an Early Intervention Day Care program was closed earlier this year that served a lot of children in the County, but they have recently hired someone to run the day care.
Ms. Vargo Heffner stated there were people in the Jail with mental health problems and due to those problems they could not leave the Jail because they had nowhere to go so both boards were looking at that issue and trying to find funding for housing.

Adjournment

Mr. Dietz made a motion to adjourn the meeting.

Mr. Cusick seconded the motion.

The motion to adjourn passed unanimously by acclamation.

_________________________
Linda M. Zembo
Clerk to Council