

Reviewed by: _____

COMMISSIONER BOARD MINUTES

June 9, 2009

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Tim Brooks
Commissioner Troy Wood
Rich Winkler, Solicitor
Sandy Sutch, Human Resources
Sheila Boughner, News Herald
Dave Schwille, Human Services
Rich Mihalic, Park Director
Don Plumer, Taxpayer
Mark Heim, WKQW

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Asst.
Judy Downs, Planning
Diona Brick, Fiscal
Bill Kresinski, MIS
Bradford Worthington, Taxpayer
Bill Black, Taxpayer

The meeting began with a moment of silent prayer and then Commissioner Brooks led the group in the Pledge of Allegiance.

The Retirement and the Salary Board meetings were convened and adjourned prior to the beginning of the Commissioner Board meeting.

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 6:06 p.m. A motion was made by Commissioner Wood to approve the minutes from the May 26, 2009 meeting, seconded by Commissioner Beichner, aye all.

No public comment on the agenda. There was no business to come before the Board from the Court Administration, the Prison, and Community Services.

ROW OFFICES:

Chief Clerk, Denise Jones presented for approval Resolution #2009-12 authorizing the Chairperson or Vice-Chairperson of the Board of Venango County Commissioners the authority to sign the Lobbying Certification Form and designating Marie Veon as project director of the Venango County DUI Checkpoint and Roving Task Force Grant. Commissioner Beichner made a motion to approve the above items, seconded by Commissioner Wood, aye all.

HUMAN SERVICES:

The following items were presented for approval by Dave Schwille:

MH/MR

Amendment to the current contract with Baker Transportation to include taxi service for MH/MR consumers at the prevailing metered cost at \$10.41/hr. Prior authorization is required.

Amendment to the current contract with Community Services of Venango County to increase the maximum reimbursement for surveys by the Independent Monitoring for Quality project to \$28,882. This is a pass-through increase.

Amendment to the contract with UCIP for improvements to their group homes (\$3,705), to increase rates for community habilitation from \$1.88 to \$2.11 per 15 minute unit, to increase rates for Home and Community Habilitation from \$4.70 to \$5.11 per 15m unit and to fund a vacancy created by a death in the Grandview Road home (\$10,167)

Amendment to the current contract with the Regional Counseling Center for facility improvements and a suicide prevention marketing program not to exceed \$61,826.

The following are contracts for 2009-10:

Community Services of Venango County for the Direct Care Workers Recruitment and Training Program, jointly funded through MH/MR and AAA not to exceed \$22,364.

Attorney Hank Gent to act as the MH/MR Solicitor at the rate of \$100 per hour plus related expenses.

Franklin police department for overtime costs related to the transportation of individuals to UPMC NW for emergency psychiatric evaluations.

Oil City police department for overtime costs related to the transportation of individuals to UPMC NW for emergency psychiatric evaluations.

Creative Concepts to provide administrative support services for the EI and MR programs at the rate of \$27.30 per hour to a maximum of 1456 hours.

Gail Donaldson for speech therapy and evaluation for EI at the rate of \$31.00 per 15 minute unit.

Stairways Behavioral Health for Housing consultancy services provided by Kim Stucke at the rate of \$14.43 per 15 minute unit to a maximum of \$5,000.

Seneca Medical Center to provide physician backup for the crisis intervention service at the rate of \$1,000 per month.

Easter Seal Society of W PA to provide the following Early Intervention services:

- Special instruction, habilitation and evaluation at \$27.71 per 15 minute unit
- Occupational Therapy, Speech and Language Therapy and Evaluation at \$31.45 per 15 minute unit
- Physical Therapy and Evaluation at \$30.45 per 15 minute unit
- Special instruction vision therapy and evaluation at \$17.16 per 15 minute unit

M.Y. Physical Therapy to provide Physical therapy and evaluation at \$30 per 15 minute unit

Community Ambulance Services to provide medical transportation for MH/MR consumers at the current Medicaid rate.

Sugar Valley Lodge for staffing needs required to care for up to 45 Seriously Mentally Ill consumers not to exceed \$227,750 to provide a recovery oriented life enhancement program at \$6,482 and to provide emergency temporary housing at \$48 per day.

Commissioner Beichner made a motion to approve the above items, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote.

New Contract for 2008-09 with New Light, Inc to provide Home and community habilitation services at \$4.48 per 15 minute unit as well as in-home respite services at \$252.01 per day. Commissioner Beichner made a motion to approve this contract, pending solicitor's review, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote.

Approval of the revised MR I&E report. Commissioner Beichner made a motion to approve this report, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote. Commissioner Beichner made a motion to approve this contract, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote.

Approval of the Office of Developmental Programs Agreement to participate in the waiver programs. This agreement has been reviewed by the solicitor. Commissioner Beichner made a motion to approve this contract, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote.

CYS

Approval of a contract with Child Development Centers for the provision of Parenting Education and After School Skill Building with a maximum amount of \$131,251.

Approval of a contract with Allen Ryen, PhD to provide psychological services and bonding assessments. The rate for services is \$100 per hour.

Commissioner Wood made a motion to approve the above contracts, seconded by Commissioner Beichner. Commissioner Brooks voted no. Motion passed by majority vote.

Approval of a contract with Harborcreek Youth Services, residential treatment for dependent and delinquent youth at a rate of \$252.52. Commissioner Wood made a motion to approve the above contracts, pending solicitor's review, seconded by Commissioner Beichner. Commissioner Brooks voted no. Motion passed by majority vote.

Approval of a contract with Pyramid Health Systems for residential treatment for dependent and delinquent youth at rates varying from \$135.20 to \$211.81. Commissioner Wood made a motion to approve the above contracts, pending solicitor's review, seconded by Commissioner Beichner. Commissioner Brooks voted no. Motion passed by majority vote.

2008-09 contract with Family Services and Children's Aide Society in the amount of \$115,624.27

Amendment to the 2008-09 contract with Grace Learning Center to increase the contract amount to the original allocation of \$68,500.

Commissioner Wood made a motion to approve the above contracts, seconded by Commissioner Beichner. Commissioner Brooks voted no. Motion passed by majority vote.

OEO

Homelessness Prevention and Rapid Re-Housing Program (HPRP) - \$195,543. Commissioner Wood made a motion to approve the program, seconded by Commissioner Beichner, aye all.

AAA

Approval of two nominations for the RSVP Advisory Board:

- Harry L. Davidson
- Cheri Wilson

Commissioner Beichner made a motion to approve the two nominations, seconded by Commissioner Wood, aye all.

FINANCE ADMINISTRATION:

The following warrants were presented for approval by Diona Brick, Fiscal Director:

Warrant	HS052609	\$	374.00	Human Services Expenditures
Warrant	EL052709		23,758.74	Non-Human Services Expenditures
Warrant	060509		107,934.88	Non-Human Services Expenditures
Warrant	HS060509		327,144.48	Human Services Expenditures
Warrant	SP060409		7,105.00	Non-Human Services Expenditures
Warrant	061209		<u>198,278.38</u>	Non-Human Services Expenditures
Total		\$	664,595.48	

Commissioner Wood made a motion to approve the above June warrants, seconded by Commissioner Beichner, aye all.

The last item presented by Diona was a Budget Transfer to increase the Affordable Housing budget in the amount of \$20,000 for additional services performed in conjunction with the Housing Study. The County is hiring czb, LLC Consulting Services to help the county and its municipalities apply for a Neighborhood Stabilization Program grant. Czb will receive \$10,000 to advise on the grant application. If the application is successful, czb will receive the remaining \$10,000 to help with project planning. Commissioner Wood made a motion to approve the budget transfer, seconded by Commissioner Beichner, aye all.

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Sandy Sutch:

PROBATIONARY NEW HIRE – In Department #265 (Prothonotary) of **Shaughnesy Sullivan**, Department Clerk II, Part-Time, 68 hours/pay, Non-Union Hourly Pay Grade 2 Step 1 (\$9.18/hr.), **effective 06/09/09; Special Conditions:** Filling existing vacancy. In Department #305 (Prison) of **Antony Montini**, Corrections Officer, AFSCME position, Part-Time, 64 hours/pay, AFSCME Pay Grade 11 Step X (\$9.38/hr.), **effective 06/08/09; Special Conditions:** Filling existing vacancy; action to be ratified at July Prison Board meeting. In Department #325 (911) of **Noel Bartlett**, Telecommunicator I, Part-Time, 40 hours/pay, Non-Union Hourly Pay Grade 3 Step 1 (\$10.19/hr.), **effective 06/04/09; Special Conditions:** Filling existing vacancy.

TEMPORARY NEW HIRE – In Department #180 (Treasurer) of **Jennifer Kennedy**, Department Clerk Intern, Temporary Full-Time, 70 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 06/08/09; Special Conditions:** Filling newly created position ratified at June Salary Board meeting; internship ends 06/12/09.

CORRECTION TO 05/12/09 HR AGENDA

REHIRE – In Department #605 (County Park) of **Erick Speer**, Maintenance Worker Intern, Temporary Part-Time, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 05/17/09; Special Conditions:** Filling newly created position ratified at May Salary Board; temporary assignment through August 2009; must successfully complete pre-employment drug screening.
Note: Action rescinded.

CORRECTION TO 05/26/09 HR AGENDA

EXTENSION OF TEMPORARY EMPLOYMENT – In Department #520 (Children and Youth Services) of **Amanda Sheffer**, Social Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 05/22/09; Special Conditions:** Extension of temporary assignment for no more than 1,040 hours.
Note: Position is Temporary Part-Time working 44 hours/pay.

Commissioner Beichner made a motion to approve the above items, seconded by Commissioner Wood, aye all.

PLANNING:

Judy Downs, Director of the Planning Commission presented Resolution #2009-13 – Approval of Community Development Block Grant Recovery Act (CDGB-R) Application. The County is eligible to receive \$80,320 from the 2009 American Recovery and Reinvestment Act funds for eligible CDBG projects. The County intends to apply funding to remove architectural barriers at Two Mile Run County Park. Commissioner Wood made a motion to approve the resolution, seconded by Commissioner Beichner, aye all.

The last item presented by Judy Downs was Resolution #2009-14 – Greenways and Open Space Plan. The Venango County Planning Commission is requesting the Venango County Board of Commissioners adopt the 2009 Greenways and Open Space Plan as developed by Pashek Associates as an amendment to the 2004 County Comprehensive Plan. Commissioner Wood made a motion to approve the resolution, seconded by Commissioner Beichner, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director advised that three different groups have adopted pavilions at the Park. Hepler Contracting adopted one a cost of \$500, the Oil City Rotary adopted one at a cost of \$500, and Sandy K. Hovis Insurance adopted two pavilions for a total cost of \$500. An additional \$300 came in from other donations.

Rich also advised that he had put out five bids for the replacement of the hot water system at the new Beach House. He received three quotes back which range in price from \$10,885, \$9,975, and \$6,347. Deets Mechanical was the lowest bid at \$6,347. Commissioner Brooks advised the commissioners will review the bids and made a decision.

COUNTY ADMINISTRATION:

Chief Clerk, Denise Jones presented for approval the appointment of the following individuals

to the Venango County safety committee. These appointments are for a one-year period. The safety committee will need to be certified and the first training for certification will be conducted by the Gleason Agency on June 16th. Major Smith will continue as the Chairman and Commissioner Troy Wood will service as the Vice Chairman.

Safety Committee Membership:

Managers:

Major Smith – Chairman	Jail
Troy Wood – Vice Chairman	Row Officer
Connie Hazelton	Human Resources Department
Denise Jones	Commissioners Office/Chief Clerk
Otho Bell	Airport
Tom Sherman	Emergency Management Agency
Barb Hinds	Area Agency on Aging

Employees:

Misti Kresinski	Human Resources Department
Ellen Rettinger	Courts
Randy Boyd	Maintenance
Jim Sunderlin – Alternate	Maintenance
Michelle Mehlburger	Area Agency on Aging
Jessica Crawford – Alternate	Area Agency on Aging
Hope Thomas	Children & Youth Services
Carrie Beightol – Alternate	Children & Youth Services
Jewell Williams	Substance Abuse
Michele Orłowski – Alternate	MH/MR
Dave Koyak	MH/MR
Barbara Hanna – Alternate	MH/MR
Dawn Botts	County Jail
Thomas Perry – Alternate	County Jail
Daniel Goldsmith – Alternate	County Jail

Commissioner Beichner made a motion to approve the appointments of the safety committee, seconded by Commissioner Wood, aye all.

Mr. Bill Black, representing the Ziegler-Densmore Collection and the Venango County Historical Society made a proposal to place two additional showcases in the main corridor of the Venango County Courthouse which would be maintained by the Venango County Historical Society. Showcase #1 would display exhibits from the Historical Society collections. The dimensions of showcase #1 would be 30” x 60” x 10’. Showcase #2 would display exhibits reflecting historical artifacts or events from Venango County which are owned by private individuals. The dimensions of showcase #2 would be 30” x 60” x 7’. There would be no cost to the County for these showcases. Mr. Bill asked that the Commissioners take time to review this proposal, and that Mr. Black would return to the next public meeting on June 23rd for any questions and what the decision would be.

PUBLIC COMMENT:

Don Plumer had Commissioner Beichner read his letter that he submitted to the County Commissioners regarding his water well that is polluted where he has his cottage. Mr. Plumer bought the land from Mr. Richard Burgert. The County had acquired a sizable portion of R. A. Burgert’s land, a spring that supplied portable water was reserved according to Mr. Plumer. Mr.

Plumer feels it is the responsibility of the County's to either provide a chlorination system to the well or drill a new well for him. The County solicitor is reviewing the documents and a decision will be made.

Brad Worthington has issues with the Grant Resource Center at the Franklin Library. He feels when there are problems with the internet at the center and it goes down, it is the library's responsible to close the computers appropriately. Commissioner Brooks advised the policies for the Grant Resource Center are set by the library not the county.

Commissioner Wood made a motion to adjourn the meeting at 7:03 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.