

Reviewed by: _____

COMMISSIONER BOARD MINUTES
August 11, 2009

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

Commissioner Troy Wood
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Asst.
Sheila Boughner, News Herald
Barb Benedict, Human Services
Rich Mihalic, Park Director
Philip Tramdack, Taxpayer
Susan Elm, Taxpayer
Mike Hadley, ORAS Solicitor
Don Plumer, Taxpayer
Diana Kiser, Taxpayer

Commissioner Jan Beichner
Rich Winkler, Solicitor
Connie Hazelton, Human Resources
Diona Brick, Fiscal
Bill Kresinski, MIS
Karen Spuck, Taxpayer
Larry Stack, Taxpayer
Tim Spuck, ORAS
Deborah Sharpe, Treasurer
Rod Bedow, Taxpayer
Mark Heim, WKQW

The meeting began with a moment of silent prayer and then Commissioner Wood 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 Wood called the meeting to order at 6:05 p.m. A motion was made by Commissioner Beichner to approve the minutes from the July 28, 2009 meeting, seconded by Commissioner Wood, aye all.

No public comment on the agenda. There was no business to come before the Board from Court Administration, Row Offices, the Prison, Community Services, or the Planning Commission.

HUMAN SERVICES:

The following items were presented for approval by Barb Benedict:

MH/MR

Renewal agreement with Robert Craig, PhD for psychological services not covered under medical assistance. The rates are \$64.35 per hour for consultations and \$55.60 per hour for evaluations.

Renewal agreement with Family Services of Northwestern PA to provide family based mental health services to non-MA eligible families at the medical assistance rate of \$26.93 per 15 minute unit.

Renewal agreement with Susquehanna Software for maintenance and technical support at a cost of \$11,980 per year. In addition there will be an \$85 per hour charge for all county requested

enhancements, additional staff training plus a per diem of \$.51 per mile and \$85 per day for hotel expenses.

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

Substance Abuse Services

Renewal agreement with Family Services and Children's Aid Society to provide the following drug and alcohol services: outpatient counseling at \$65 per hour individual and \$32 per hour group, intensive outpatient counseling at \$65 per hour individual and \$32 per hour group, intensive case management at \$70 per hour, jail group at \$62.50 per hour to a maximum of \$6,000, jail reconnect program at \$70 per hour, student assistance program at \$49 per hour and shelter services at \$50 per hour with a maximum of \$10,000 per year.

Renewal agreement with Sojourner House for long term non-hospital rehab for women with children and pregnant women at \$205.88 per day.

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

Children ,Youth and Families

Renewal agreement with Erie Homes for Children and Adults for the following services: Doula, 20 families at \$2,840.50 each, Visitation support, 20 families at \$2,179 each and Family engagement at \$2,653 each.

Renewal agreement with Youth Alternatives for after school programming involving dependent and delinquent youth between the ages of 12 and 18 with a maximum contract amount of \$231,084.

Renewal agreement with Family Services and Children's aid Society to provide the fatherhood initiative program with a contract maximum of \$61, 200.

Contract addendum with White Deer Run that changes the treatment rate from \$258.60 to \$255.00 per day.

Renewal agreement with Child to Family Connections to provide Family Group Decision Making with a contract maximum of \$158,886.

Approval of the 2010-2011 Needs Based Plan and Budget submission.

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

OEO/Weatherization

Approval of an application to the Department of Community and Economic Development in the amount of \$195,726 for Homeless Stimulus Funds. These funds would target the homeless and those at risk of being homeless as the result of the current economic downturn. The purpose is to provide permanent, safe and affordable housing.

OEO Meadville Sublease – Child to Family Connections - \$348/month.

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

FINANCE ADMINISTRATION:

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

Warrant	SP072709	\$	9,724.99	Non-Human Services Expenditures
Warrant	HS073109		218,296.88	Human Services Expenditures
Warrant	SP073009		33,158.40	Non-Human Services Expenditures
Warrant	080709		126,123.39	Non-Human Services Expenditures
Warrant	HS080709		260,401.33	Human Services Expenditures
Warrant	081409		<u>256,018.06</u>	Non-Human Services Expenditures
Total		\$	903,723.05	

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

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Connie Hazelton:

APPOINTMENT - In Department #205 (Courts) of **Nancy Potter**, Law Clerk, Full-Time, Legal Exempt Pay Grade 1 (\$37,444/yr.), **effective 08/10/09**; **Special Conditions:** Filling existing vacancy.

NEW HIRE – In Department #255 (Coroner) of **Chris Hile**, Deputy Coroner, Part-Time On Call, Per Diem (\$75.00), **effective 07/29/09**; **Special Conditions:** Filling existing vacancy; of **Trevor Hile**, Deputy Coroner, Part-Time On Call, Per Diem (\$75.00), **effective 07/31/09**; **Special Conditions:** Filling existing vacancy.

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Michelle McClain**, Corrections Officer, AFSCME position, Part-Time, 64 hours/pay, AFSCME Pay Grade 11 Step X (\$9.38/hr.), **effective 07/16/09**; **Special Conditions:** Filling existing vacancy; action ratified at August Prison Board.

REHIRE – In Department #605 (County Park) of **Erick Speer**, Maintenance Worker Intern, Temporary Part-Time, 40 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 07/23/09**; **Special Conditions:** Filling newly created position ratified at May Salary Board; temporary assignment through August 2009.

END OF PROBATION – In Department #265 (Prothonotary) of **Carol Sherbine**, Bookkeeper II, Full-Time, 70 hours/pay, **effective 07/29/09**; **Special Conditions:** No change in pay grade or step. In Department #270 (Sheriff) of **Joseph Janidlo**, Deputy Sheriff, Full-Time, 80 hours/pay, **effective 08/05/09**; **Special Conditions:** No change in pay grade or step. In Department #535 (Substance Abuse) of **Jewell Williams**, Drug & Alcohol Case Management Specialist Trainee, Full-Time, 80 hours/pay, **effective 07/16/09**; **Special Conditions:** No change in pay grade or step. In Department #540 (MH/MR) of **Victoria Ciko**, Caseworker I, Full-Time, 80 hours/pay, **effective 07/14/09**; **Special Conditions:** No change in pay grade or step.

PROMOTION – In Department #520 (Children and Youth Services) of **Jennifer Carothers**, from Social Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.) to Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 1 (\$13.42/hr.), **effective 07/07/09**; **Special Conditions:** Filling existing vacancy; temporary service to be credited toward probationary period.

OUT OF CLASS COMPENSATION – In Department #520 (Children and Youth Services) of **Roberta Davis**, Casework Supervisor, Full-Time Exempt, Exempt Pay Grade 3 (\$42,465/yr.), **effective 07/20/09**; **Special Conditions:** Additional job duties at ICS to be extended up to an additional 90 days.

SEPARATION OF EMPLOYMENT – RETIREMENT – In Department #520 (Children and Youth Services) of **Dolores Dickson**, Department Clerk II, **effective 08/14/09**.

SEPARATION OF EMPLOYMENT – In Department #155 (MIS) of **Robert Wilson**, GIS Analyst, **effective 08/14/09**. In Department #270 (Sheriff) of **Thomas Schwab**, Deputy Sheriff, **effective 07/30/09**. In Department #255 (Coroner) of **Lynn Greggs**, Deputy Coroner, **effective 08/01/09**. In Department #305 (Prison) of **Michelle McClain**, Corrections Officer, **effective 08/01/09**; **Special Conditions:** Action to be ratified at September Prison Board; of **Leonard Thornley**, Corrections Officer, **effective 07/28/09**; **Special Conditions:** Action to be ratified at September Prison Board. In Department #520 (Children and Youth Services) of **Jennifer Carothers**, Caseworker II, **effective 07/24/09**. In Department #530 (Integrated Crisis Services) of **Michaela Sibley**, Caseworker II, **effective 07/28/09**.

CORRECTION TO 07/14/09 HR AGENDA

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 07/13/09**; **Special Conditions:** Filling newly created position ratified at July Salary Board meeting; assignment ends 07/24/09; must successfully complete pre-employment drug screening.

NOTE: Temporary assignment ended 08/03/09.

CORRECTION TO 07/28/09 HR AGENDA

JOB TITLE CHANGE – In Department #255 (Coroner) of **Tyler Best**, from Deputy Coroner, Part-Time On Call, Per Diem (\$75.00), to Chief Deputy Coroner, Part-Time On Call, Per Diem (\$75.00), **effective 07/29/09**; **Special Conditions:** Filling newly created position to be ratified at August Salary Board meeting.

Note: Chief Deputy Coroner is a full-time position at an annual salary of \$18,919.

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

TWO MILE COUNTY PARK:

Presented for approval by Park Director, Rich Mihalic, was the request to hold the Justus Lake Swim Challenge at the park on Monday, August 17th at 6:30 pm. The Franklin High School coach Eric Smith and the Franklin and Grove City YMCA will hold a swimming competition. The competitors will swim the length of the lake from the dam to the boat launch. Commissioner Beichner made a motion to approve the request, seconded by Commissioner Wood, aye all.

COUNTY ADMINISTRATION:

Commissioner Wood presented an Amendment to the ORAS Lease Agreement. This amendment will put more specifics on restrictions to protect the observatory. Commissioner Beichner made a motion to approve the amendment, pending solicitor's review, seconded by Commissioner Wood, aye all.

Commissioner Wood had several resolutions to present. The first was Resolution #2009-19 – Spending of Federal Economic Renewal Grants Awarded to Venango County. The Venango County Board of Commissioners are committing to purchase only products and services that are made or performed in the United States with any money it might receive under the federal stimulus act. Commissioner Beichner made a motion to approve the resolution, seconded by Commissioner Wood, aye all.

The next resolution presented was Resolution #2009-20 – Resolution for Execution of DOT Grant Agreements. This resolution is giving the Chairman of the Venango County Board of Commissioners and/or the Director of the Venango County Transportation Office the authority to be the Authorized Officials and be directed to execute all public transportation grant agreements with the Pennsylvania Department of Transportation on its behalf. Commissioner Beichner made a motion to approve this resolution, seconded by Commissioner Wood, aye all.

The last resolution Commissioner Wood presented for approval was Resolution #2009-21 – Wage Increases for CYS Employees. The Board of Venango County Commissioners intends to grant 3% wage and salary increases to Children & Youth Services employees, to be effective January 2, 2010. It should be understood that said increases will only be authorized if the County Commissioners have an adequately funded budget that will provide services to our constituents. Commissioner Beichner made a motion to approve the resolution, seconded by Commissioner Wood, aye all.

Chief Clerk, Denise Jones presented an IKON Lease Agreement. This is a 60 month lease for a new copier to be located on the third floor of the Courthouse. The monthly payment is in the amount of \$324.50. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Wood, aye all.

Commissioner Beichner made a motion to adjourn the meeting at 6:17 p.m., seconded by Commissioner Wood, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.