

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**October 13, 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  
Dave Schwille, Human Services  
Rich Mihalic, Park Director  
Sheila Boughner, News Herald

Commissioner Jan Beichner  
Denise Jones, Chief Clerk  
Lisa Mumford, Admin. Asst.  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
O. C. Bell, Airport

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 6:08 p.m. A motion was made by Commissioner Beichner to approve the minutes from the September 22, 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, or the Prison.

**COMMUNITY SERVICES ADMINISTRATION:**

O. C. Bell, Airport Director presented a Hanger Lease Agreement between John and Cathy a. Lackatos and the County of Venango. The Lackatos' will be renting Hangar #12-20 for the storage of a M-20 Aircraft. The amount of rent will be \$124 plus 6% sales tax per month. The lease will be on a month to month basis. Commissioner Beichner made a motion to approve the lease, seconded by Commissioner Wood, aye all.

**HUMAN SERVICES:**

The following item was presented for approval by Dave Schwille:

**RSVP**

Request approval to submit an application to the Corporation for National Service for continued (Year 3 of a 3 year grant) support of the Venango County RSVP Program in the amount of \$58,096. It presents the proposed budget and workplan for calendar year 2010 and indicates that the Venango County Area Agency on Aging will provide the necessary matching funds and in-kind support for this project. The workplan covers volunteers in a wide assortment of volunteer activities for the upcoming year. This application is due by October 20<sup>th</sup> however, the

workplans continue to be reviewed and revised with the help of of the CNS regional office and therefore the workplans attached to this document are draft. No additional Venango County General Funds are required to submit this application. This Application is now submitted electronically and your signature on the budget draft face sheet will authorize the submission of the application on the Commissioner behalf.

Commissioner Beichner made a motion to approve the above application, pending revision of the signature sheet, seconded by Commissioner Wood, aye all.

**FINANCE ADMINISTRATION:**

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

Warrant	SP092209	\$	109,734.75	Non-Human Services Expenditures
Warrant	HS092509		129,965.61	Human Services Expenditures
Warrant	SP092409		3,166.00	Non-Human Services Expenditures
Warrant	100209		1,001,990.11	Non-Human Services Expenditures
Warrant	SP092909		28.70	Non-Human Services Expenditures
Warrant	HS100209		101,162.40	Human Services Expenditures
Warrant	SP09300		7,405.00	Non-Human Services Expenditures
Warrant	HS100109		20,227.95	Human Services Expenditures
Warrant	100909		122,688.96	Non-Human Services Expenditures
Warrant	HS100909		170,201.51	Human Services Expenditures
Warrant	HS100809		5,778.50	Human Services Expenditures
Warrant	101609		170,716.83	Non-Human Services Expenditures
<b>Total</b>		<b>\$</b>	<b>1,843,066.32</b>	

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

Also submitted by Diona were the below budget amendments/transfers:

- Transfer \$8,786 from contingency to the maintenance department for the purchase of a truck.
- Increase the liquid fuels budget in the amount of \$20,500 for the purchase of a truck to be used in bridge repair.

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

**PLANNING COMMISSION:**

Chief Clerk, Denise Jones presented on behalf of the Planning Commission, new By-Laws of the Affordable Housing Fund Board. County Solicitor, Rich Winkler advised that the previous by-laws had some internal inconsistencies. Commissioner Wood made a motion to approve the new by-laws, seconded by Commissioner Beichner, aye all.

**TWO MILE COUNTY PARK:**

Rich Mihalic, Park Director requested approval to prepare and submit an application for a new boat launch to the PA Fish Commission. Commissioner Beichner made a motion to table the

request for the application, seconded by Commissioner Wood, aye all.

**COUNTY ADMINISTRATION:**

Chief Clerk, Denise Jones had several items to present. The first item was for approval of a NBIS Supplement contract which will add an additional bridge for inspection in Allegheny Township. The cost of the bride inspection will be \$3,000. PennDOT will reimburse the County 80% of the cost and the township will reimburse the County 20%. Commissioner Wood made a motion to approve the supplement contract, seconded by Commissioner Beichner, aye all.

The next item Denise presented was Resolution #2009-23 – Amendment to Compensation for Venango County Tax Collectors. The amendment states that tax collectors shall not receive less than \$1,000 during a 12-month period for collecting taxes on behalf of Venango County, unless the tax collector vacates the position, for any reason, prior to the end of the 12-month period. In such cases, the tax collector will receive compensation on a pro-rated basis. Commissioner Wood made a motion to approve the amendment, seconded by Commissioner Beichner, aye all.

Next Denise requested approval of the 2010 Holiday Schedule. Commissioner Beichner made a motion to approve the schedule, seconded by Commissioner Wood.

This last item presented by Denise was the official appointment of Tammy Ross to be named to the Affordable Housing Board. Commissioner Wood made a motion to approve Tammy's appointment retroactive from January 1, 2008 thru December 31, 2010, seconded by Commissioner Beichner, aye all.

Commissioner Wood made a motion to adjourn the meeting at 6:20 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.