

Reviewed by: _____

COMMISSIONER BOARD MINUTES
December 14, 2010

Those present at the public meeting of the Venango County Commissioners held in Room 103 of the Courthouse Annex:

Commissioner Tim Brooks	Commissioner Jan Beichner
Commissioner Vince Witherup	Denise Jones, Chief Clerk
Rich Winkler, Solicitor	Lisa Mumford, Admin. Asst.
Diona Brick, Fiscal	Bill Kresinski, MIS
Sheila Boughner, News Herald	Connie Hazelton, Human Resources
Steve Rembold, 911	Rich Mihalic, Park Director
Dave Schwille, Human Services Director	Ray Beichner, Taxpayer
Frank Toothman, Taxpayer	O. C. Bell, Airport Director
Rod Bedow, Taxpayer	Susan Duray, Taxpayer
Steve Eakin, Taxpayer	Martha Breene, 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. Commissioner Brooks welcomed and introduced Vince Witherup as the new commissioner. A motion was made by Commissioner Beichner to approve the minutes from the November 23, 2010 meeting, seconded by Commissioner Witherup, aye all.

No public comment on the agenda.

COURT ADMINISTRATION:

Denise presented one (1) Court-Appointed position ordered by Judge Lobaugh. The position is for the following:

Juvenile Court Master for 2011 – Elissa M. Stuttler, Esquire to be paid a stipend of \$6,000. The stipend shall be paid by the Court of Common Pleas.

Commissioner Beichner made a motion to approve the appointed position, seconded by Commissioner Witherup, aye all.

ROW OFFICES:

Chief Clerk, Denise Jones, presented on behalf of the Sheriff's Department a Software Maintenance Agreement and Software License Agreement between Teleosoft, Inc. and the County of Venango. Teleosoft, Inc. has implemented and installed software for the Sheriff's office. The Software for this installation is web-based and utilizes the Microsoft.NET Framework and Microsoft SQL Server. This new software system will streamline all of the different programs and software that is now being used in the Sheriff's office into one system.

The Maintenance Services for the application and configuration listed in the agreement will be provided for a fee of \$3,780 per year. The License Fee will be paid in a lump sum fee of \$21,000. The licensed software includes the following modules:

1. Real Estate
2. Personal Property
3. Civil Action (includes PFA, ICC, and Subpoena)
4. Warrants
5. Accounting
6. Dealer License
7. Public Sheriff Sales Web Interface

Commissioner Witherup made a motion to approve the maintenance and license agreements, pending solicitor's review, seconded by Commissioner Beichner, aye all.

The last item presented by Denise was a Court-Appointed position ordered by Judge Lobaugh. The position is for the following:

Court-Appointed Counsel for 2011 – Edward McIntyre, Esquire to be paid a stipend of \$6,000. The stipend shall be paid by from the District Attorney's budget.

Commissioner Beichner made a motion to approve the appointed position, seconded by Commissioner Witherup, aye all.

PRISON:

Denise presented on behalf of the Prison a renewal preventative maintenance agreement between Computer Power Solution, Inc. and the County of Venango pertaining to the back up for power panels at the Prison. The contract provides one preventative visit per year and all emergency visits, Monday through Friday, between 8:00 am and 5:00 pm. The agreement is in the amount of \$500 per year. The agreement begins February 1, 2011 and runs thru January 31, 2012. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

COMMUNITY SERVICES ADMINISTRATION:

Airport Director, O. C. Bell, had several items to present. The first item presented was a ratification for the award of the bid to Construct Community Hangar. The bid was awarded to Thomas Construction, Inc. located at 310 Diamond Road, Grove City, PA 16127. The bid is in the amount of \$886,777.40. The cost of the complete project will be \$1,140,000. A state award will cover half the project cost. The local share of \$570,000 will come from proceeds from fuel sales, which the airport has been saving for a number of years for this project. Commissioner Witherup made a motion to ratify the bid award, seconded by Commissioner Beichner, aye all.

The next item presented by O.C. Bell was Change Order #1 from Lee-Simpson Associates and Thomas Construction in the amount of \$18,921 for asbestos mitigation required as part of the demolition of old hangars at the airport to construct the new Community Hangar. With this change order, the total of the Thomas Construction bid will total \$905,691.40. Commissioner Witherup made a motion to approve the Change Order, seconded by Commissioner Beichner, aye all.

O. C. Bell presented for ratification the award of the bid for Snow Removal Equipment at the airport to Wausau Equipment Company in the amount of \$578,000. The snow removal equipment will be a vehicle outfitted with both a snow blower and a plow. A federal grant will cover 95% of the cost, and the state and local shares will be 2.5% or \$14,450 each. Commissioner Beichner made a motion to ratify the award of the bid, seconded by Commissioner Witherup, aye all.

A hangar lease agreement was presented by O.C. Bell which is between Michael A. Hamelly and the County of Venango. The rent will be for hangar #12-17 in the amount of \$131.44 per month. Commissioner Witherup made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

An Operating Agreement was presented by O.C. which is between the County of Venango and Tom's Aircraft Services, Inc. Tom's Aircraft Services will operate an aircraft repair and maintenance business using Hangar #11 at the Venango Regional Airport. The agreement is for one year commencing November 1, 2010 and will terminate October 31, 2011. Commissioner Witherup made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

Steve Rembold, 911 Director, presented a renewal contract with SBM Electronics in the amount of \$5,575.60 per year. This is a renewal contract for the RACAL Wordnet Recorder. The recorder is a requirement under state legislation and records all phone and radio traffic. The duration of the contract is from October 31, 2010 thru October 31, 2011. Commissioner Beichner made a motion to approve the contract, pending solicitor's review, seconded by Commissioner Witherup, aye all.

The last item presented by Steve Rembold was a renewal contract with Mobilcom. Mobilcom is responsible for maintenance of the Venango County 911 Emergency Services equipment. The cost for parts and labor for the equipment is as follows:

2011 per month	\$5,328.51	Per year \$63,942.09
2012 per month	\$5,488.36	Per year \$65,860.35

Commissioner Beichner made a motion to approve the contract, pending solicitor's review, Seconded by Commissioner Witherup, aye all.

HUMAN SERVICES:

The following items were presented for approval by Dave Schwille:

Children, Youth and Family Service

New agreement with Wayne Burnside, a certified instructor, to teach a class in Family Development Credentialing. The rate is \$25.00 per hour and the contract maximum is \$2,450. Request is to exempt this contract from the liability insurance requirement in that it is small and carries not liability.

Area Agency on Aging

Permission for the First Night Committee to use the Creekside Center as a venue on New Year's Eve. Liability insurance rider is attached.

Mental Health and Developmental Programs

Addendum to the contract with United Community Independence Programs for the 2009-10 contract year to include one individual in residential services for 22 days at \$411.21 per day.

New agreement with the Dale Woodard Gent Law Firm to have Hank Gent continue as the MH/MR Solicitor at the rate of \$125.00 per hour plus costs.

Subsequent termination of the agreement with Gent, Gent and Snyder effective 31 December 2010.

Renewal agreement with Erie Homes for Children and Adults to provide Home and Community Habilitation Level 3 services at the rate of \$5.66 per 15 minute unit.

Renewal agreement with Community Services of Venango County to perform consumer and family services under the Independent Monitoring for Quality program. The agency will complete 56 surveys and be reimbursed to a maximum of \$28,822 with \$522.42 per consumer survey completed and \$630.28 per parent/guardian survey completed.

Amendment to the contract with Community Services of Venango County to change the Special Instruction and Evaluation rate for Early Intervention effective 01 January 2011 to \$27.99 per 15 minute unit as well as the provision of Supportive Living Services to a contract maximum of \$15,000.

Amendment to the 2010-11 contract with Integrated Care to change the Special Instruction and Evaluation rate for Early Intervention to \$27.99 per 15 minute unit effective 01 January 2011.

Approval to submit the Venango County Administrative Entity County Plan for individuals with developmental disabilities.

Commissioner Witherup made a motion to approve all of the above contracts, seconded by Commissioner Beichner, aye all.

Denise Jones presented for ratification the bid award for the Parking Lot Improvements at the County Garage. There were two bids received and after review, Landscaping Connections of Franklin was awarded the bid. Landscaping Connections bid was in the amount of \$23,290.26. Commissioner Brooks made a motion to approve the bid award, seconded by Commissioner Beichner, aye all.

The last item presented by Dave Schuille was the approval to ratify the Advertising Contract for the Area Agency on Aging with Venango Newspapers. Venango Newspapers which includes The Derrick and The News-Herald, agrees to advertise for AAA at reduced rates. The advertiser agrees to use a minimum of 135 inches for which the rate per inch will be \$27.35. The contract will be for a one year period beginning December 1, 2010. Commissioner Beichner made a motion to ratify the contract, seconded by Commissioner Witherup, aye all.

park operators were complimented on the condition of the dam. The report will be on display at the park, at the Commissioners' office, and at the Venango County Conservation District. Commissioner Beichner made a motion to approve the inspection report, seconded by Commissioner Witherup, aye all.

COUNTY ADMINISTRATION:

Chief Clerk, Denise Jones, had several items to present. The first item was the renewal of Workers' Compensation. Two quotes were received, one from Travelers Insurance and one from Housing And Redevelop Insurance Exchange. The contract was awarded to H.A.R.I.E. in the amount of \$205,399. The contract will be for one year which will begin January 1, 2011 and run thru December 31, 2011. Commissioner Witherup made a motion to Approve the contract, seconded by Commissioner Beichner, aye all.

Next Denise presented the approval of 2011 Liquid Fuels Applications. There were 12 municipalities that were approved for liquid fuels allocations for a total of \$247,947. The allocations are listed as follows:

\$27,150 for Allegheny Twp. For work on Old Rt. 36, Jack Hill and Eagle Rock roads
\$29,000 for Barkeyville Borough for work on Log Cemetery Rd.

\$15,000 for Canal Twp. for paving at Wheeling Hill, Beatty Run Rd. and Judson Rd.
intersections

\$18,000 to Cornplanter Twp. for work on Old Bankson Rd.

\$17,000 to Emlenton Borough to tar and chip several borough streets

\$8,650 to Irwin Twp. for paving and seal coating of Dog Hollow Rd.

\$17,297 to Mineral Twp. for resurfacing and pipe replacement and drainage

\$25,000 to Oakland Twp. to seal coat Baker & Beach Rd. and part of Cherrytree Rd.

\$6,000 to President Twp. for tree limb removal

\$15,000 for Sandycreek Twp. for resurfacing of Crisswell Rd. from Belmar Rd. to Pone Lane

\$4,350 to Scrubgrass Twp. to replace a culvert pipe under Honeycomb Rock Rd.

\$65,500 to Victory Twp. for the second phase of the Dennison Run Rd. repair project

The County also encumbered liquid fuels funds for four County bridge projects including \$55,392.62 for Woolen Mills Bridge over Lake Creek in Cooperstown Borough; \$32,000 for Miller Farm Bridge over Oil Creek; \$80,531.99 for Dotter Road Bridge in Rockland Twp.; and \$13,153.61 for Cherrytree Road Bridge in Oakland Twp.

Commissioner Beichner made a motion to approve all of the above liquid fuels allocations and encumbrances, seconded by Commissioner Witherup, aye all.

The following Court-Appointed position ordered by Judge Lobaugh for 2011 was presented by Denise for approval. The positions are:

Court-Appointed PCCR Counsel – Matthew C. Parson and Lorraine A. Smith which will be paid on a case-by-case basis at \$500 per case. The stipend will be paid from the budget of the Public Defender.

Court-Appointed Juvenile Court Counsel/Parents – Neil E Rothschild, for a total stipend of \$21,500; and Edward J. McIntyre, for a total stipend of \$10,750. The stipends shall be paid from the budget of the Public Defender.

Court-Appointed Juvenile Court Counsel – Virginia Garris Sharp, for a total stipend for Juvenile Court/JP of \$21,500; a total stipend for Juvenile Court/CYS of \$25,000; and a total stipend for Juvenile Court Master of \$6,000. The stipends shall be paid from the budget of the Public Defender.

Court-Appointed Counsel – Edward J. McIntyre, for a total stipend of \$5,200. The stipend shall be paid from the budget of the Public Defender.

The last item presented for approval by Denise was the appointment of Jim Sandok who will be a core member and Karen Cramer to the County's Safety Committee. Karen Cramer's position is for a four-year term which will begin December 1, 2010 and run thru June 20, 2014. Commissioner Witherup made a motion to approve the appointments, seconded by Commissioner Beichner, aye all.

OTHER BUSINESS:

Commissioner Brooks announced that Commissioner Jan Beichner would now be the Vice-Chair on the Venango County Board of Commissioners. Commissioner Brooks made a motion to approve this position, seconded by Commissioner Witherup, aye all.

Commissioner Beichner made a motion to have public prayer said at the beginning of the Commissioners' meetings beginning in 2011. Commissioner Beichner also made a motion that items for the Commissioners' agenda must be received in our office by noon on Monday the day before the Tuesday meetings. The next motion made by Commissioner Beichner was that all information received by any of the Commissioners shall be share with all of the Commissioners. The last item Commissioner Beichner made a motion on was to change the time of the Commissioners' meetings from 6:00 p.m. to 5:30 p.m. Commissioner Witherup seconded the motion on all of Commissioner Beichner's motions, aye all.

PUBLIC COMMENT:

Frank Toothman suggested that the janitorial services not be contracted out, but they should be hired by the County and be County employees.

Rod Bedow expressed his disagreement with the Row Officers, Administrators, Directors, and County employees receiving raises in 2011. Due to economical conditions, he didn't feel anyone should be getting raises.

Ray Beichner expressed his concern about it being very hard to hear the Commissioners' meetings during the meetings and when watching is on video. He suggested that the Commissioners look into purchasing lapel microphones. The Commissioners will look into the cost of the microphones.

Commissioner Witherup made a motion to adjourn the meeting at 7:06 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.