

Reviewed by: _____

COMMISSIONER BOARD MINUTES
February 8, 2011

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

Commissioner Tim Brooks
Commissioner Vince Witherup
Rich Winkler, Solicitor
Deb Sharpe, Treasurer
Connie Hazelton, HR Director
Rich Mihalic, Park Director
Sheila Boughner, News Herald
Frank Toothman, Taxpayer
Susan Duray, Taxpayer
Ray Beichner, Taxpayer

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Asst.
Diona Brick, Fiscal
Bill Kresinski, MIS
Robert Daugherty, CSS
Dave Schwille, Human Services
Rod Bedow, Taxpayer
Pastor Lonny Wolford
Martha Breene, Taxpayer

The meeting began with a public prayer given by Pastor Lonny Wolford of the Fox Street Church of God 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 5:37 p.m. Commissioner Brooks made an amendment to the agenda to include a Down Payment and Closing Cost Assistance Grant Agreement. Commissioner Beichner made a motion to approve the amendment, seconded Commissioner Witherup, aye all. A motion was made by Commissioner Witherup to approve the minutes from the January 25, 2011 meeting, seconded by Commissioner Beichner, aye all. There was no business to come before the Board from the Prison or Community Services Administration.

COURT ADMINISTRATION:

Bob Daugherty, Director of Court Supervision Services, had three items to present. The first item is a contract between BI, Inc. and the County of Venango and its Adult and Juvenile Court Supervision Services. The agreement is an ExacuTrack Service Amendment #2 Agreement. The agreement is for active GPS technology tracking equipment. The Adult House Arrest budget will pay for this service and equipment. Commissioner Witherup made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

The next item presented by Mr. Daugherty was the Intergovernmental Agreement between the PA Board of Probation and Parole and the County of Venango. The Board shall refer offender to the County's community service program utilizing the current County selection criteria and procedures established and revised by the County. The Board agrees that the County retains the

right to reject any referred offender before commencement of placement and to deem any referred offender ineligible after commencement of the community service program. The term of the agreement begins February 8, 2011 and shall automatically renew each year on the anniversary date. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

The last item presented by Mr. Daugherty was a PCCD Project Modification request – Amendment #2 – Project Title: Venango County Crossroads Cognitive Life Skills. The original approved project period was from April 1, 2009 thru March 31, 2011. The modified project period is now from April 1, 2009 thru September 30, 2012. Commissioner Witherup made a motion to approve the modification request, seconded by Commissioner Beichner, aye all.

ROW OFFICES:

Denise Jones, Chief Clerk, presented on behalf of the Venango County Coroner an Agreement for Part Time Use of a Forensic Pathologist. The contract is between the County of Venango and Lyell P. Cook, Erie County Coroner. The services of the Forensic Pathologist include the conducting of autopsies or post-mortem examinations, as well as other services which might be necessary to perform. The sum for the retainer will be \$5,000. All normal autopsies or normal post-mortem examinations will be at a cost of \$850 per autopsy or exam. The term of this agreement shall be for a period of one year beginning January 1, 2011 and concluding on December 31, 2011. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

HUMAN SERVICES:

The following item was presented for approval by Dave Schwille, Human Services Administrator:

Children Youth and Family Services

Addendum to the 2010-11 contract with Heart 2Heart Parent Support not to exceed \$30,000 to provide a Girls support program under the Integrated Children's Services Grant.

Addendum to the contract with Family Services of Northwest PA to provide brief assessment and Family Finding support at \$29.79 per 15 minute unit.

MHDS

New contract with Point of Caring to provide 24 hour respite service at the per diem of \$322.13.

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

FINANCE ADMINISTRATION:

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

Warrant	012811	\$ 296,689.18	Non-Human Services Expenditures
Warrant	SP012511	3,045.00	Non-Human Services Expenditures
Warrant	HS012811	179,452.35	Human Services Expenditures

Warrant	020411	141,627.91	Non-Human Services Expenditures
Warrant	HS020411	81,059.11	Human Services Expenditures
Warrant	SP020111	5,000.00	Non-Human Services Expenditures
Warrant	HS020311	4,028.00	Human Services Expenditures

Total **\$ 710,901.55**

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

PLANNING COMMISSION:

Commissioner Brooks presented for approval the appointment of James Chandler to the Affordable Housing Committee Board for a three-year term. The term shall begin January 1, 2011 and conclude December 31, 2013. Commissioner Brooks made a motion to approve the appointment, seconded by Commissioner Witherup, aye all.

The second item presented by Commissioner Brooks was the First Time Homeowners/Down Payment and Closing Cost Assistance Grant Agreement. The agreement is between Stephen R. Brundage and Tabitha J. McBride and the County of Venango. The agreement is in the amount of \$3,800 to be used for costs associated with down payment and/or closing costs for the purchase of property located at 817 Mercer Rd., Franklin, PA. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director, advised the Park was out of electricity today and are hopeful that it will be resumed shortly. He also advised the Snowmobile "Ride For Fun" will be held February 22nd.

COUNTY ADMINISTRATION:

Commissioner Brooks announced the appointment of Karen Clark to the Safety Committee. Also Commissioner Brooks announced Commissioner Witherup would now serve on the ORA Board. Commissioner Brooks made a motion to approve the two appointments, seconded by Commissioner Beichner, aye all.

The last item presented by Commissioner Brooks was Resolution #2011-01 – Public Transportation Coordination Study. PennDOT has issued solicitation requests for transit and human service agencies to participate in voluntary regional transportation coordination studies to assess feasibility of coordinated transportation services. The counties of Crawford and Venango have agreed to be included in a regional transportation study to assess coordination efforts between Crawford Area Transportation Authority and the Venango County Office of Transportation. Venango County Commissioners support the submission of the application by PennDOT for the study which will be funded by PennDOT. Commissioner Brooks made a motion to approve the resolution, seconded by Commissioner Witherup, aye all.

OTHER BUSINESS:

Commissioner Witherup advised that the Annual Certification Inspection of the Venango Regional Airport was just concluded on January 28, 2011. The Federal Aviation Administration sent a letter revealing that the airport is being operated in compliance with Title 14 CFR and

they commended the airport for the procedures and practices that are used in the day-to-day operation. Commissioner Witherup also commended O. C. Bell, Airport Director, and his staff for a job well done!

Commissioner Witherup also advised the Department of Public Welfare praised Sally Mays and her staff for their professionalism and their commitment at all levels to insuring that eligible Venango County residents receive the necessary medical transportation services to which they are entitled.

PUBLIC COMMENT:

Ray Beichner advised that a better sound system needs to be implemented because it is very hard to hear what is being said at the meetings and also when it is reviewed when watching the meetings over the internet. Denise Jones advised that this issue is being looked into.

Commissioner Beichner made a motion to adjourn the meeting at 5:55 p.m., seconded by Commissioner Witherup, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.