

Reviewed by: _____

COMMISSIONER BOARD MINUTES
January 11, 2011

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

Commissioner Tim Brooks
Denise Jones, Chief Clerk
Deb Sharpe, Treasurer
Connie Hazelton, HR Director
Rich Mihalic, Park Director
Kim Harris, ORA
Frank Toothman, Taxpayer
Susan Duray, Taxpayer

Commissioner Jan Beichner
Rich Winkler, Solicitor
Diona Brick, Fiscal
Bill Kresinski, MIS
Judy Downs, Planning Commission
Sheila Boughner, News Herald
Rod Bedow, Taxpayer

The meeting began with a public prayer given by Commissioner Beichner 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 5:35 p.m. Commissioner Brooks made a motion to make an amendment to the agenda to include appointments to various committees; Commissioner Beichner seconded the motion, aye all. A motion was made by Commissioner Brooks to approve the minutes from the December 28, 2010 meeting, seconded by Commissioner Beichner, aye all. There was no business to come before the Board from Court Administration, the Row Offices, the Prison, or Community Services Administration.

HUMAN SERVICES:

The following item was presented for approval by Commissioner Brooks:

OEO

Contract with the United Way of Venango County to act as the lead agency for the Department of Agriculture Food distribution program.

Contract in the amount of \$12,397.39 with the Oil City Salvation Army to act as a food distribution point.

Contract in the amount of \$12,397.39 with the Clintonville Food Pantry to act as a food distribution point.

Contract in the amount of \$12, 397.39 with the Franklin Salvation Army to act as a food distribution point.

Contract in the amount of \$12, 397.39 with Community Services of Venango County to act as a food distribution point.

Commissioner Brooks made a motion to approve the above contracts, pending solicitor's review, seconded by Commissioner Beichner, aye all.

The following are Community Services Block Grant contracts for the calendar year 2011. Venango County manages the CSBG for Crawford and Venango Counties.

Crawford County

Crawford County Commissioners:

✚ Employment Aid (40 individuals)	\$10,000
✚ Utility Assistance (220 individuals)	\$34,000
✚ Transportation (200 individuals)	\$6,000

Titusville YMCA, Housing and Shelter (45) \$10,000

Crawford County Coalition on Housing Needs

✚ Housing and Shelter (140)	\$5,500
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Higher Dimensions Community Development Corporation

✚ Youth conference on abstinence (50)	\$1,000
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Crawford County CASA

✚ Youth Counseling and Advocacy (2)	\$1,500
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Venango County

Regional Center for Workforce Excellence

✚ Employment aid (38)	\$9,450
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Clarion University-Venango

✚ Education and employment training (8)	\$14,500
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Oil City YMCA

✚ Summer Day Camp (33)	\$9,860
✚ Youth Volunteer Program (28)	\$8,860

VARHA

✚ Therapeutic Horseback Riding (7)	\$1,115
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Franklin Salvation Army-Grace Learning Center

✚ Latchkey Program (40)	\$8,075
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Child Development Centers

✚ Camp Funshine/field trips (30)	\$2,700
✚ Transportation (30)	\$6,090

Community Services of Venango County		
✚ Family Meal Program (115)		\$3,000
Franklin School District		
✚ Literacy Reading Program (90)		\$4,500
Youth Alternatives		
✚ Field Trip (18)		\$3,200
✚ Residential Camp (15)		\$2,245

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

Children, Youth and Family Services

Continuation contract with Bethesda Children’s Home to provide shelter, diagnostic and residential services. Per Diem range between \$35.71 for foster care and \$197.92 for residential placement.

Continuation contract with Northwest Human Services to provide treatment foster care. The contract is for the per diem amount charged as room and board of \$28.72.

Commissioner Brooks 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 Director:

Warrant	01032011	\$ 87,046.41	Non-Human Services Expenditures
Warrant	HS010311	95,908.91	Human Services Expenditures
Warrant	010711	38,314.15	Non-Human Services Expenditures
Warrant	HS010711	186,730.44	Human Services Expenditures
Warrant	HS010611	<u>5,000.00</u>	Non-Human Services Expenditure
Total		\$412,999.91	

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

PLANNING COMMISSION:

Judy Downs, Director of the Planning Commission, had several items to present. The first item was the first of two required public hearings on the 2011 CDBG program. Judy advised that Venango County is accepting applications from local municipalities for a share of about \$250,000 in 2011 CDBG funds. Eligible projects must benefit low and moderate-income people. The County’s funds cannot be used in Oil City, Franklin, Sugarcreek Borough or Cranberry, which receive their own CDGB allocations. The County’s deadline for applications is Friday, January, 28, 2011.

The next item presented by Judy was the adoption of the Minority and Women’s Business

Enterprise Plan. This plan has to be adopted for CDBG. The plan includes a list of businesses in Venango and neighboring counties controlled with at least 51% share by minorities or women. Commissioner Brooks made a motion to approve the MBE/WBE Plan, seconded by Commissioner Beichner, aye all.

The last item presented by Judy was contract between JMT Engineering and the County of Venango in the amount of \$8,000. JMT Engineering will assist the Planning Commission with updating the County's Subdivision and Land Development Ordinance (SALDO). Commissioner Brooks made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director, had several items to present for approval. The first item was the approval to purchase a used 2002 Chevy Silverado truck from Federal Surplus in the amount of \$12,250 for the park. Commissioner Brooks made a motion to approve the purchase, seconded by Commissioner Beichner, aye all.

The next item presented was the submission of a grant application to the Justus Trust Fund for \$1,000 for the materials to construct 10 or more new picnic tables for the park pavilions. Commissioner Brooks made a motion to approve the submission of the grant, seconded by Commissioner Beichner, aye all.

The last item Rich presented was the approval of proposals between JMT Engineering the County of Venango for three barrier removal projects at the park to be funded by CDBG funds previously allocated for the purpose. The projects include making the cottage handicapped accessible, adding two accessible restrooms to the shower room at the campground, and adding two accessible campsites at the campground. Commissioner Brooks made a motion to approve the proposals, seconded by Commissioner Beichner, aye all.

Rich advised that a Full Moon Night Hike is scheduled for Saturday, January 22nd. The ski trails are in good shape, and two free skis days will be January 29th and February 26th.

COUNTY ADMINISTRATION:

A proclamation honoring Stephen Kosak was adopted. Commissioner Brooks made a motion to approve the proclamation, seconded by Commissioner Beichner, aye all.

Commissioner Brooks announced that a Forest Stewardship Plan will be on display at the commissioners' office in the courthouse annex and on the county website for review until February 25, 2011.

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

Criminal Counsel for 2011 – Pamela Logsdon Sibley, Neil E. Rothschild, Matthew C. Parson, Lorraine A. Smith, and Jason R. Lewis to be paid a stipend of \$525 per case. The stipend shall be paid from the budget of the Public Defender.

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

OTHER BUSINESS:

Commissioner Brooks announced the following appointments:

Two Mile Run County Park Advisory Committee: Re-appointment of Marc Rickard and Frank Toothman for a three-year term – effective 1/1/11 thru 12/31/13

Affordable Housing Committee: Re-appointment of Rick Cook and Deb Lutz for a three-year term – effective 1/1/11 thru 12/31/13

Planning Commission Board: - Re-appointment of Harold Best and Sonja Hawkins, and a new appointment of Bill Flockerzi - all for a five-year term – effective 1/1/11 thru 12/31/15

Commissioner Brooks made a motion to approve the above appointments, seconded by Commissioner Beichner, aye all.

PUBLIC COMMENT:

Rod Bedow asked the two commissioners present at the meeting if they were going to run for a second term because if they were there would be issued with the election board. Both Commissioner Brooks and Commissioner Beichner advised that they have not made their decision yet. Commissioner Brooks also advised that if they both run for commissioner, they could not serve on the election board.

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

Respectfully submitted,

Lisa Mumford, Admin. Assist.