

Reviewed by: _____

COMMISSIONER BOARD MINUTES

April 26, 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
Diona Brick, Fiscal
Rich Mihalic, Park Director
Sheila Boughner, News Herald
Frank Toothman, Taxpayer
Martha Breene, Election Board

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Assist.
Bill Kresinski, MIS
Dave Schwille, Human Services
Sandy Sutch, Human Resources
Pastor Jim Leichliter
Craig Adams, Election Board Chairman

The meeting began with a public prayer given by Rev. Jim Leichliter and then Commissioner Brooks led the group in the Pledge of Allegiance.

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 5:34 p.m. Park Director Rich Mihalic made an amendment to the agenda to include a proposal from Parker Furniture. Commissioner Brooks made a motion to approve the amendment, seconded by Commissioner Witherup, aye all.

Commissioner Witherup made a motion to approve the minutes from the April 12, 2011 meeting, seconded by Commissioner Beichner, aye all. There was no business to come before the Board from the Row Offices, the Prison, Community Services Administration, or the Planning Commission.

COURT ADMINISTRATION:

Chief Clerk Denise Jones presented on behalf of Court Supervision Services an Amendment #3 to the ExacuTrack Service Agreement – Agreement #011105TS2. The agreement is between Bi, Inc., and the County of Venango and its Adult and Juvenile Court Supervision Services. The amendment entitles Court Supervision up to, but not to exceed, one (1) ExacuTrack One Tracker Unit at no charge each month during the term of this Agreement. Commissioner Witherup made a motion to approve this amendment agreement, seconded by Commissioner Beichner, aye all.

The next item Denise presented for approval was a renewal maintenance agreement with Bollinger Technical Services for the Lektriever located in the Law Library. The agreement runs from 5/17/11 thru to 5/16/12 and is in the amount of \$710.19; which is the same as it was last

year. 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:

OEO

Approval of the 2010-11 Weatherization contract with Warren-Forest OEO. Total Grant funds are \$75,017 with includes the federal LIHEAP. Commissioner Beichner made a motion to approve the contract, pending solicitor's approval, seconded by Commissioner Witherup, aye all.

Children Youth and Family Services

Approval of a new contract with Wagner Behavioral Health for sex offender treatment services. Fee schedule is attached to the contract. Commissioner Beichner made a motion to approve the contract, pending solicitor's approval, seconded by Commissioner Witherup, aye all.

Approval of two resource parent agreements. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

MHDS

Approval of lease a five year lease agreement with the ARC of Clarion County for 1122 sf of space at the Grandview Road property in the amount of \$700.00 per month plus pro-rated utilities. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

Approval to grant educational leave to Diane Weckerly to attend Edinboro University of Pennsylvania through the Child Welfare Education for Leadership Program from the end of August until Graduation in May of 2013. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

FINANCE ADMINISTRATION:

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

Warrant	041511	\$	1,112,459.29	Non-Human Services Expenditures
Warrant	HS041511		494,268.56	Human Services Expenditures
Warrant	042111		418,534.79	Non-Human Services Expenditures
Warrant	HS042111		197,686.31	Human Services Expenditures
Warrant	SP041911		<u>542.43</u>	Non-Human Services Expenditures

Total **\$ 2,223,491.38**

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

The next item presented by Diona was the renewal of the Support and License Agreement for Munis Software and the Annual Agreement for Operating System & Database Administration Support. These agreements are between the County of Venango and Tyler Technologies, Inc., Munis Division.

The Annual Support & License Agreement is in the amount of \$42,213.15. The amount of the Annual Agreement for Operating System & Database Administration Support is in the amount of \$10,764.35. Both agreements go into effect July 1, 2011 and shall remain in force until June 30, 2012. Commissioner Beichner made a motion to approve the two agreements, seconded by Commissioner Witherup, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director, presented for approval the Adopt-A-Pavilion 2011 Project Agreements. These agreements are for one year from the date shown on the agreements. The businesses or families agree to donate an annual sum for 2011 to the County to adopt a pavilion located at Two Mile Run County Park. In return, the County agrees to place the money in a special "Adopt-A-Pavilion Fund" to be used for the repair and maintenance as needed of any pavilion in the Park. The following businesses or families who donated are listed below:

Pinoak Village - Fishing Pier – \$250

Sandy K. Hovis Insurance - Daniel Boone Pavilion- \$250; Justus Pavilion - \$500

Oil City Rotary Club – Lakeside Pavilion - \$500

Hepler General Contracting – Mackey Pavilion - \$500

Jeffrey Family – Lakes Edge Pavilion - \$500

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

COUNTY ADMINISTRATION:

Commissioner Brooks announced that Emily Gill, Sandy Hovis, and Commissioner Jan Beichner were appointed to the Two Mile Run County Park Endowment Committee. Commissioner Brooks nominated Emily Gill; Commissioner Witherup nominated Sandy Hovis; and Commissioner Beichner nominated herself. Commissioner Beichner made a motion to approve the appointments, seconded by Commissioner Witherup, aye all.

Commissioner Witherup made a motion to adjourn the meeting at 5:45 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.