

Reviewed by: \_\_\_\_\_

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**COMMISSIONER BOARD MINUTES**  
**May 10, 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  
Sandy Sutch, HR  
Rich Mihalic, Park Director  
Sheila Boughner, News Herald  
O. C. Bell, Airport  
Major Smith, Warden  
Pastor Paul Baker  
Rose Adams, Taxpayer

Commissioner Jan Beichner  
Denise Jones, Chief Clerk  
Lisa Mumford, Admin. Asst.  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
Dave Schwille, Human Services  
Frank Toothman, Taxpayer  
Tom Sherman, EMA Director  
Frank Toothman, Taxpayer  
Craig Adams, Chairman of Election Board  
Lewis Heath, Taxpayer

The meeting began with a public prayer given by Pastor Paul Baker of Rocky Grove Pilgrim Holiness Church 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 5:36 p.m. Commissioner Brooks announced there would be one amendment to the agenda to include an AAA Agreement. A motion was made by Commissioner Witherup to approve the amendment, seconded by Commissioner Beichner, aye all.

A motion was made by Commissioner Beichner to approve the minutes from the April 26, 2011 meeting, seconded by Commissioner Witherup, aye all. There was no business to come before the Board from Court Administration or the Planning Commission.

**ROW OFFICES:**

Chief Clerk, Denise Jones, presented on behalf of the Prothonotary a contract between ComDoc and the County of Venango. This contract is a lease agreement for a Xerox 5225 copier. This lease is in the amount of \$209 per month for a total of 60 months. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

**PRISON:**

Warden Major Smith presented a renewal agreement between ARAMARK Correction Services and the County of Venango. This is an Amendment #2 to Operating Agreement – Food Service.

This agreement is for the management of the food service operation at the Venango County Prison. The price per meal will be \$1.70 for each inmate. This agreement is for a one-year period effective from May 1, 2011 through April 30, 2012. Commissioner Witherup made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

### **COMMUNITY SERVICES ADMINISTRATION:**

O. C. Bell, Airport Director, presented a renewal Hangar Lease Agreement made between the County of Venango and Venango Timberlands, c/o Steve Warner, 22283 Coe Road, Pleasantville, PA 16341. The agreement is in the amount of \$85.86 per month for rent of hangar #8-11. The agreement is on a month to month basis. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

The next item presented by O. C. Bell was a renewal Airport Lease Agreement between the County of Venango and Gulfstream International Airlines, d/b/a Continental Connection. Gulfstream International Airlines is the air carrier for the region. The airport has waived the \$400 a month rental fees that they had previously charged Gulfstream. This agreement shall be for the period commencing October 1, 2010, and ending on September 30, 2011. Commissioner Witherup made the motion to approve the agreement, seconded by Commissioner Beichner, aye all.

Tom Sherman, EMA Director, presented a HMRF (Hazardous Material Response Fund) Grant Guidance and Application for ratification for submission to the PA Emergency Management Agency. The Grant is funded thru Act 165 monies. The HMRF Grant Program was created to provide financial assistance to counties to develop an integrated emergency response capability to the health hazards, dangers, and risks posed to the general public with hazardous material releases. Commissioner Witherup made a motion to approve the grant application, seconded by Commissioner Beichner, aye all.

The last item presented by O. C. Bell was a Space Lease No. DTFAEN-11-L-00114 between the County of Venango and the Federal Aviation Administration. This lease is for approximately eighty (80) square feet for a 10' long by 8' wide space located in the Airport Terminal Building, Weather Observation Area Equipment Room, for a Remote Monitoring Subsystem Concentrator. The lease will commence on June 1, 2011 and continue through September 30, 2016. Rent is in the amount of \$200 per year. Commissioner Beichner made a motion to approve the lease, seconded by Commissioner Witherup, aye all.

### **HUMAN SERVICES:**

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

#### **CYFS**

Agreement with the Venango Campus of the Clarion University for the rental of Rhodes Auditorium for a community meeting at a cost of \$100.00

1 Resource Family Agreement

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

## **MH/DS**

Amendment to the 2010-11 contract with Community Services of Venango County in the amount not to exceed \$6,000 to conduct a community wide training under the auspices of the Focus on our Future Collaborative Board as well as an additional \$200 to encourage parent participation in Early Childhood training activities. Total contract amount not to exceed \$6,200.

Lease agreement with Clarion County Broadcasting for approximately 950 square feet of office space at the Grandview Road property effective 01 June 2011 to 31 May 2016. The amount is \$705.93 per month plus prorated utilities.

Lease agreement with Allen R. Sharrer and RR Rentals for two properties located in Franklin for \$650 and \$600 per month, inclusive of utilities. The term of the lease is 01 May 2011 to 30 April 2012.

Sublease agreements for properties located in Franklin with individuals identified by MH/DS with rent not to exceed 30% of gross income up to the rent due. Terms of the sublease are 18 April 2011 to 17 October 2011.

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

## **OEO/Transportation**

Approval of three bid awards through the PA Department of Transportation, opened on 23 March 2011.

1. Whalen Contracting for 6 bus shelters in the amount of \$42,000
2. Modular Technologies, Inc. of Kinston, NC for a mobile office unit, including installation, in the amount of \$32,505
3. Contracts related to the vehicle maintenance facility improvement project:
  - a. Suit-Coat Corp. of Meadville, paving at \$93,651
  - b. Framework General Contractors, LLC of Guys Mills, general construction at \$65,001
  - c. Snyder Electric of Oil City, electrical construction at \$16,235
  - d. Central Heating and Plumbing of New Castle, plumbing construction at \$7,048
  - e. Central Heating and Plumbing, New Castle, HVAC construction at \$10,198

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

## **AAA**

One year extension to the current Cooperative Grant and over 60 Medicaid Waiver in the amount of \$1,507,030.

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

**FINANCE ADMINISTRATION:**

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

Warrant	042911	\$	278,439.83	Non-Human Services Expenditures
Warrant	HS042911		103,467.69	Human Services Expenditures
Warrant	SP042611		3,156.00	Non-Human Services Expenditures
Warrant	SP042711		19,337.68	Non- Human Services Expenditures
Warrant	SP050211		2,400.00	Non-Human Services Expenditures
Warrant	050611		298,602.19	Non-Human Services Expenditures
Warrant	HS050611		170,516.56	Human Services Expenditures
Warrant	HS050411		<u>2,137.50</u>	Human Services Expenditures

**Total** \$ **878,057.45**

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

**TWO MILE COUNTY PARK:**

Rich Mihalic, Park Director, presented three Agreements to Cultivate County Park Land. The three different agreements are between Daniel L. Geer, Glenn F. Speer, and Norris M. Carter (the Cultivators) and the County of Venango. These agreements are to cultivate land to improve wildlife habitat with Two Mile Run County Park. Commissioner Beichner made a motion to approve these agreements, seconded by Commissioner Witherup, aye all.

**COUNTY ADMINISTRATION:**

Denise Jones, Chief Clerk, presented for approval a Supplemental Engineering Agreement #2 from Frank B. Taylor Engineering. The agreement is for additional engineering on the Woolen Mills Bridge project in Cooperstown to permit the addition of sidewalks to the bridge. The sidewalks were requested by Cooperstown officials. The cost for the additional engineering will be \$48,000, 20 percent of which (\$9,600) will be paid by the County from Liquid Fuels funds. The County will not be required to pay any additional construction costs related to the sidewalks. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

The last item presented by Denise was the award for the 35” Sanyo television bid. Four bids were received and reviewed by Denise Jones. The bid was awarded to Krystal Knox in the amount of \$52.25. Commissioner Witherup made a motion to approve the bid award, seconded by Commissioner Beichner, aye all.

**PUBLIC COMMENT:**

Lewis Heath questioned the pipeline going across the Park which runs behind Heath’s backyard. The work is being done by Range Resources which Heath claims doesn’t hire any of the work to be done by local contractors and that it is all out-of-state workers. He also stated Range Resources offered him \$1.00 per foot to have the pipe laid on his land which the usual asking price is between \$4.00 - \$20.00 per foot. He did not take Range Resources’ offer.

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

Respectfully submitted,

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Lisa Mumford, Admin. Assist.