

Reviewed by: _____

COMMISSIONER BOARD MINUTES

June 28, 2011

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. Assist.
Diona Brick, Fiscal	Bill Kresinski, MIS
Rich Mihalic, Park Director	Dave Schwille, Human Services
Sheila Boughner, News Herald	Sandy Sutch, Human Resources
Frank Toothman, Taxpayer	Pastor Eric Reamer
Robert Daugherty, Court Supervision	Tim Johnson, Domestic Relations

The meeting began with a public prayer given by Pastor Eric Reamer of the Oil City Free Christian Church, and then Commissioner Brooks led the group in the Pledge of Allegiance.

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 5:33 p.m. Commissioner Brooks advised that Human Resources requested an amendment be made to the agenda in regards to a Roth 457 from Nationwide. Commissioner Beichner made a motion to approve the amendment, seconded by Commissioner Witherup, aye all.

Commissioner Beichner made a motion to approve the minutes from the June 14, 2011 meeting, seconded by Commissioner Witherup, aye all. There was no business to come before the Board from the Row Officers, the Prison, or the Community Services Administration.

COURT ADMINISTRATION:

Tim Johnson, Director of Domestic Relations, had two items to present. The first item was an IV-D Cooperative Agreement between the County of Venango, Bruce L. Getsinger, Esquire, and the Court of Common Pleas of Venango County, Domestic Relations Section. The agreement is naming Bruce L. Getsinger, Esquire to serve as the Title IV-D Attorney. The County shall pay Bruce L. Getsinger, Esquire, \$70.00 per hour for out-of-court time, and \$70.00 per hour for in-court time. The Title IV-D Cooperative Agreement requires the Domestic Relations Section to provide legal services to assist in the establishment and enforcement of support orders. This agreement is effective July 1, 2011. Commissioner Witherup made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

The next item presented by Tim Johnson was the Agreement for Legal Services in Paternity and Support Matters. This agreement is between the County of Venango; Richard Winkler, Esquire - Solicitor; and the Court of Common Pleas of Venango County, Domestic Relations Section.

Solicitor Richard Winkler will provide legal services for Domestic Relations. The purpose of this agreement is to maintain and improve the effectiveness of the Child Support Enforcement Program by providing the required assistance to the Solicitor to ensure that the functions required by Federal Regulations are properly, efficiently and effectively carried out.

The County shall pay Richard Winkler \$110 per hour for out-of-court time, and \$110 per hour for in-court time. The Solicitor's office shall prepare a monthly Statement of Services for all time expended pursuant to the provision of services provided under this agreement. The monthly Statement of Services must be submitted to the Director of the Domestic Relations Section. The Domestic Relations Section shall submit the costs to the Department of Public Welfare on the monthly Statement of Expenditures for the purpose of reimbursement. The County will be reimbursed 66% of the cost from the Bureau of Child Support. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

Robert Daugherty, Director of Court Supervision Services, presented a Memorandum of Understanding between the County Commissioners Association of Pennsylvania and the County of Venango. The CCAP has established and is deploying a Data Quality Improvement team to assist county justice agencies in assessing their data quality and identifying ways to enhance the quality of their records, and in developing and executing a corrective action plan. Commissioner Witherup made a motion to approve the MOU, seconded by Commissioner Beichner, aye all.

HUMAN SERVICES:

The following item was presented for approval by Dave Schwille:

MH/DS

- A. Contract in the amount of \$6,000 to provide Health Care Quality Unit functions for Butler County MH/ID.
- B. Addendum to the 2009-10 contract with Regional Counseling Center:
 1. Language change:
 - a. I(d)(4) General administrative/indirect costs are limited to approximately 15% of the total agency budget/cost
 - b. IV(c) For all other employee benefits such as FICA, hospitalization, etc. the county will participate in benefit costs not to exceed the percentage established by the PA Department of Public Welfare
 2. Reduce retained earnings from \$8,242.58 to \$3,412.58
 3. Reimburse fro unreimbursed units for the partial program at the MA rate of \$14 per unit to a maximum of \$4,830.
- C. Amendment to the 2010-11 contract with Venango Training and Development Center in the amount of \$3,200 to purchase equipment and supplies for supported work activities.
- D. Amendment to the 2010-11 contract with Community Services of Venango County to purchase a supported employment slot at the rate of \$2.00 per 15 minute unit not to exceed 2,900 units. Additionally, increase the cost of the supportive living program to \$12,700 from \$10,000, for

- repairs to the supportive living home in the amount of \$5,487, Early Intervention community education projects at \$4,950.
- E. Amendment to the 2010-11 contract with the Regional Counseling Center to add \$20.00 for the cost of MH Awareness radio announcements, to add \$6,378 for the cost of additional insurance for a consumer run organization and program evaluation costs of \$7,285.
 - F. Amend the 2010-11 contract with Community Services of Venango County for Early Head Start to pass through \$333,202 based on the award letter dated 09 June 2011.
 - G. New agreement for 2011-12 with a consumer run drop in center called the POINT at a maximum of \$90,000.
 - H. Renewal agreement with Henry Gent to act as solicitor.
 - I. Renewal agreement with Susquehanna Software in the amount of \$14,400 plus \$85 per hour plus travel for annual maintenance costs for software.
 - J. Renewal agreement with Carie Forden, PhD in the amount of \$2,000 to conduct program evaluation of the forensic supported housing program. A waiver of insurance is requested from \$3,000,000 to \$200,000.
 - K. Renewal agreement with Venango Training and Development Center to provide:
 - 1. Home and Community Habilitation at \$7.53 per 15 minute unit
 - 2. Community Habilitation-Seneca at \$2.33 per 15 minute unit
 - 3. Supported Employment at \$11.43 per 15 minute unit
 - 4. Pre-vocational Services-Seneca at \$1.13 per 15 minute unit
 - 5. Prevocational Services-Dubois at \$1.09 per 15 minute unit
 - 6. Transitional Work Services at \$3.53 per 15 minute unit and transportation at \$10.74 per trip
 - 7. Mental Health Prevocational Services at \$1.00 per 15 minute unit
 - 8. Continuation of the Fairweather Lodge at \$60,000
 - 9. Receptionist support for the Human Services Complex at the rate of \$2.63 per 15 minute unit
 - L. Renewal agreement with the United Community Independence Program:
 - 1. Home and Community Habilitation Service at \$7.53 per 15 minute unit
 - 2. Community Habilitation at \$2.33 per 15 minute unit
 - 3. Residential Service at \$161.90 per diem
 - M. Renew the agreement with the PA Department of Public Welfare to continue participation in the Consolidated and Person/Family Directed Support Waivers.
 - N. New agreement with Reck Construction for remodeling of the Grandview Road property to meet tenant's needs:
 - 1. \$3,970 for Clarion Broadcasting
 - 2. \$3,890 for the POINT
 - 3. \$12,441 for the ARC of Clarion County
- The work went through the bid process and no bids were received.
- Note: Dave Schuille asked that "N." Agreement with Reck Construction be removed from the agenda.**
- O. Agreement with the POINT to lease 2159 square feet of space at the Grandview Road property from 01 June 2011 until 31 May 2016 to provide a drop in center for MH consumers.

- P. Sublease agreement for a property in Franklin with the terms from 22 June 2011 until 31 December 2011.

Commissioner Beichner made a motion to approve the above agreements and also agreed to remove item "N" from the agenda, seconded by Commissioner Witherup, aye all.

Transportation

Contracts are for two years until 30 June 2012:

1. Baker Area Transportation for Medical Assistance Transportation as well as MH/DS in the amount of \$90,000 at the rate of \$42 per hour
2. Baker Area Transportation for out of County Medical Assistance Transportation at a maximum of \$1,000,000 for 14,400-18,000 annual trips
3. Community Ambulance Service at a maximum of \$140,000 for specialized transportation or overflow from Baker
4. Interagency agreement with MH/DS to provide after hours transportation screening for emergency transportation

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

Children, Youth and Family Services

- A. Renewal agreement with Dr. Allen Ryen for psychological consultation services at the rate of \$100 per hour.
- B. Renewal agreement with Penncrest School District, through Thurston House in the amount of \$17,000 to provide services to pregnant and parenting teens at the Venango County vocational school.
- C. Renewal agreement with the Oil City YMCA to provide the NYPUM program. Maximum contract amount is \$23,710.
- D. Renewal agreement with Shippenville Project Point of Light to provide assessment and counseling services to victims and offenders of sexual abuse.
- E. Renewal agreement with Craig Psychological Services to provide consultation and psychological assessments not covered under Healthchoices or other insurance. Current rates are \$125 per evaluation plus \$37.50 per hour for testing.

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

Area Agency on Aging

One year contract extension with Nutrition, Inc. to provide home delivered and site based meals. Rate is increased consistent with the CPI.

VNA Contract . It is a one year extension at their current rates. Services include Personal Care, Home Support, Home Health Aide, Home health Nursing, Occupational, Speech and Physical Therapy.

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

FINANCE ADMINISTRATION:

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

Warrant	051311	\$	99,495.89	Non-Human Services Expenditures
Warrant	HS051311		454, 142.02	Human Services Expenditures
Warrant	052011		1,310,089.64	Non-Human Services Expenditures
Warrant	HS052011		<u>126,377.90</u>	Human Services Expenditures
Total		\$	1,990,105.45	

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

The next item presented by Diona was a renewal contract between Presstek and the County of Venango. The contract is for the sealer/folding machine that is used in MIS. The effective date of the contract begins September 1, 2011 and runs thru August 31, 2012. The total amount of the contract is \$1,222.93. Commissioner Beichner made a motion to approve the contract, seconded by Commissioner Witherup, aye all.

HUMAN RESOURCES:

The next item Sandy presented was an amendment to an existing plan with Nationwide. The amendment is permitting county employees to make post-tax retirement contributions into a Roth 457. The Roth 457 is administered through the county's deferred compensation plan. Commissioner Beichner made a motion to approve the amendment, seconded by Commissioner Witherup, aye all.

PLANNING:

Lisa Mumford, Administrative Assistant, presented on behalf of the Planning Commission a Service Agreement between Tri-County Industries and the County of Venango. The contract will add the Troy A. Wood Human Services Complex to the list of county buildings with recycling. Erik Johnson will transport the recycling from the courthouse and the courthouse annex to the human services complex where it will be collected by Tri-County. The monthly fee paid to Tri-County for recycling will be \$68. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director, advised that all the cottages and the farmhouse are all rented out. So far, it has been a very busy summer.

COUNTY ADMINISTRATION:

Commissioner Brooks presented for ratification the proposed Right of Way Request by the Franklin General Authority. This Right of Way is to install a water pipeline across County property to the Sperian's building in Franklin, PA. The agreement would grant a permanent Right of Way 30 feet in width for the pipeline. There is also a temporary construction easement, ten feet on either side of the permanent location. Commissioner Witherup made a motion to ratify the Right of Way, seconded by Commissioner Beichner, aye all.

The last item presented by Denise Jones was a renewal agreement between SimplexGrinnel and the County of Venango. SimplexGrinnel is the company that monitors the sprinkler and fire alarm system in county buildings. The agreement extends the contract for three more years at a cost of \$12,432.87 per year. Commissioner Witherup made a motion to approve the contract,

pending solicitor's approval, seconded by Commissioner Beichner, aye all.

Commissioner Witherup made a motion to adjourn the meeting at 5:46 pm, seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.