

Reviewed by: _____

COMMISSIONER BOARD MINUTES
July 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
Bill Kresinski, MIS
Dave Schwille, Human Services
Sheila Boughner, News Herald
Frank Toothman, Taxpayer
Stan Grzasko, Taxpayer
Karen Clark, OEO/Transportation
Sally Mays, OEO
Tom Sherman, EMA
Allen Schrweid, Public

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Diona Brick, Fiscal
Rich Mihalic, Park Director
Pennie Maclean, Human Resources
Sandy Sutch, Human Resources
Pastor Bruce K. Davis
Otho C. Bell, Airport
Craig Shipwash, OEO/Transportation
Lee Shoffstall, Transportation
Ryan Beach, Public

The meeting began with a public prayer given by Pastor Bruce K. Davis from the Calvary United Methodist Church in Oil City. Commissioner Brooks then led the group in the Pledge of Allegiance.

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 5:35 p.m. With no changes to the Commission Board Agenda, Commissioner Beichner made a motion to accept the agenda as presented, Commissioner Witherup seconded the motion, aye all.

Commissioner Witherup made a motion to approve the minutes from the July 12, 2011 meeting, seconded by Commissioner Beichner, aye all.

COURT ADMINISTRATION:

There was no business to be conducted.

ROW OFFICERS:

On behalf of the District Attorney's Office, Denise Jones requested approval of a grant application for the Venango County DUI Checkpoint and Roving Patrol Task Force Program. As part of the application process, Resolution #2011-06 authorizing the Board of Commissioners to sign the grant application was presented for approved. Upon a motion by Commissioner Beichner and a second by Commissioner Witherup, Resolution #2001-06 was approved.

COMMUNITY SERVICES ADMINISTRATION:

Airport Manager OC Bell presented an amendment to the hangar lease agreement with Ipeg Inc. (formerly Conair Group, Inc.) changing the terms to a month-to-month basis lease for the same monthly amount of \$1,100. Commissioner Beichner made a motion to approve the lease, seconded by Commissioner Witherup; aye all.

Mr. Bell presented a Hangar Use Agreement with the Venango Flight School for a monthly rental amount of \$167.56. Commissioner Witherup made a motion to approve the lease, seconded by Commissioner Beichner, aye all.

EMA Director Tom Sherman presented a Hazardous Materials Emergency Response Agreement with McCutcheon Enterprise. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup; aye all.

Mr. Sherman presented the Emergency Management Performance Grant. Commissioner Witherup made a motion to approve the grant, seconded by Commissioner Beichner; aye all.

Mr. Sherman presented the Hazardous Material Response Fund Grant Agreement with PEMA which is used to offset administrative costs for this program in the amount of \$6,000. Commissioner Beichner made a motion to approve the grant, seconded by Commissioner Witherup; aye all.

HUMAN SERVICES:

The following item was presented for approval by Dave Schwille:

Substance Abuse Services

Renewal agreement with Gateway Rehabilitation Center for the following services: non hospital detoxification for adults (\$202.87 per diem), residential rehabilitation for adults and adolescents (\$177.37 per diem), half way houses for adults (\$86.41 per diem)

Renewal agreement with Gaudenzia/Chambers Hill Adolescent for the following services: short, moderate and long term non hospital rehabilitation for adolescent males (\$185.00 per diem)

Renewal agreement with Stepping Stones/Meadville Medical Center for the following services: short term hospital rehabilitation (\$489.00 per diem), medically manages detoxification (\$515.00 per diem)

OEO/Transportation/Weatherization

Contract amendment with Community Services of Venango County for the 2011 calendar increasing their contract for the Family Meal program to a maximum amount of \$4,700.

Contract amendment with the Crawford County Commissioners for the 2011 calendar year increasing their contract for utility services to \$35,700 and the total contract maximum to \$51,700.

Amendment to the contract with the Crawford County Mental Health Awareness Program for the Work Ready Program extending the contract through 30 September 2011.

Amendment to the contract with Community Services of Venango County for the Work Ready Program extending the contract through 30 September 2011.

Mental Health Developmental Services

Approval of a sub-lease for an apartment in Franklin for the period of 18 July 2011 through 31 January 2012 with a monthly tenant share not to exceed 30% of their gross income up to the rental amount.

Approval to enter into agreement with the Department of Housing and Urban Development to support 6 rental units for persons with serious mental illness and who are chronically homeless. The grant amount is \$177,120 over 5 years.

Children, Youth and Family Services

2011-12 renewal agreement with Child to Family Connections to provide Family Group Decision Making at a rate of \$2,810 per complete conference with a contract maximum of \$177,550.

2011-12 renewal agreement with Family Services of Northwest Pennsylvania to provide Family Behavioral Health (\$20,020), Family Based Mental Health (\$3,080), Trauma Focused Therapy (\$2,350), Brief Services (\$74,475) for a contract maximum of \$99,925.

2011-12 renewal agreement with Erie Homes for Children and adults to provide Family Engagement (\$79,710), Visitation (\$11,225) and Doula (\$50,800) with a contract maximum of \$141,735.

2011-12 renewal agreement with the Salvation Army Grace Learning Center to provide after school services in the amount of \$68,500.

2011-12 renewal agreement with Youth Alternatives to provide afterschool services (\$91,557), HELP (\$15,713), Skill Builders (\$13,356), Alternatives for Youth (\$2,831), and Youth Camp (\$14,882) for a contract maximum of \$138,339.

2010-12 contract amendment with Family Services of Northwest Pennsylvania to reallocate funds within their budget with a revised contract amount of \$67,605.25

2010-12 contract amendment with Erie Homes for Children and Adults to reallocate funds within their budget. There is no change in contract maximum.

Approval of the Ethics Policy that is specific to human service agencies.

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

FINANCE ADMINISTRATION:

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

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|---------|----------|-------------------|----------------------------------|
| Warrant | 071511 | 140,457.75 | Non-Human Services Expenditures |
| Warrant | HS071511 | 389,132.16 | Human Services Expenditures |
| Warrant | SP071511 | 390.00 | Non- Human Services Expenditures |
| Warrant | 072211 | 1,331,109.30 | Non- Human Services Expenditures |
| Warrant | HS072211 | <u>313,301.77</u> | Human Services Expenditures |

Total \$ **2,174,390.98**

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

Mrs. Brick then presented a request for a budget transfer for \$1500 from the contingency fund to the Human Services budget to pay for the testing that is required for the new merit system. Commissioner Witherup made a motion to approve the request, seconded by Commissioner Beichner; aye all.

PLANNING:

There was no business to be presented.

TWO MILE COUNTY PARK:

Park Director Rich Mihalic presented the Schnabel Dam Inspection Contract for approval. They will be responsible for inspecting the dam at the County Park for a lump sum total of \$3,350. Commissioner Witherup made a motion to approve the contract, pending solicitor review; Commissioner Beichner seconded the motion; aye all.

Mr. Mihalic then presented for approval, a letter to Mr. Dain Davis supporting the replacement of the Cherrytree Road Bridge over Two Mile Run. Commissioner Beichner made a motion to approve and execute said letter and Commissioner Witherup seconded the motion; aye all.

Mr. Mihalic gave a brief overview of the upcoming activities at the Park including the 3rd Annual Justus Great Lake Event which is part of the Swim Across America fund raising

campaign for cancer, which will be held on August 16th; a Full Moon Hike; the Mile High Pie event; the ice berg that will be placed back in the lake for swimmers at the beach; and a brief review of the several construction projects that are presently in the works.

COUNTY ADMINISTRATION:

Denise Jones presented the bids submitted for the Custodial Contract for 5 county facilities. Of those submitted, ISS Facilities, Inc. submitted the lowest responsible bid of \$97,187.26. Upon a motion by Commissioner Witherup and a second by Commissioner Beichner, the bid was awarded for a three year period, effective August 5, 2011; aye all.

Ms. Jones then presented the formal adoption of the county-wide Safety Policy as administered by the Safety Committee. Commissioner Beichner made a motion to adopt the policy as presented, seconded by Commissioner Witherup; aye all.

On behalf of the Board of Commissioners, Commissioner Beichner made a presentation to Leon Shoffstall who was a transportation driver that went above the call of duty to help a client that did not come to the door when he went to pick her up. To acknowledge his service, he was presented with a letter and a certificate of appreciation and a pen and letter opening set.

OTHER BUSINESS

Commissioner Brooks announced that there is an opening on the Venango Regional Planning Commission Board for a member-at-large. If interested on serving, please submit a letter of interest to the Commissioners.

PUBLIC COMMENT

Stan Grazko stated that other people have come to him about his name not being on the ballot. He asked the Commissioners to pursue the audit of the machines. He urged them to get the contracts with the two gentlemen to move forward. He wants to find out the truth. He thinks he beat Bonnie Summers in his bid to become the Democratic nominee for County Commissioners - as she was a new comer. He demanded that the commissioners make a motion to give the Election Board the money to do the audit and to hire another solicitor – as Rich Winkler can't support both boards. He wants to know if the election machines were accurate or not before the middle of August. He stated that the Election Board needs the Commissioners' help. He can live with either answer (as to whether or really lost or not). Stan Grazko's foster son supported his foster father by agreeing with what Stan had to say.

ADJOURNMENT

The meeting adjourned at 5:55 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Beichner; aye all.

Respectfully Submitted,

Denise W. Jones
Chief Clerk/County Administrator