

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

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**COMMISSIONER BOARD MINUTES**  
**April 10, 2012**

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

Commissioner Tim Brooks  
Commissioner Bonnie Summers  
Abby Flockerzi, Admin. Asst.  
O. C. Bell, Airport  
Judy Downs, Planning  
Pennie Maclean, HR  
Heather Mohnkern, Auditors  
Major Smith, Prison  
Rick Cardy, American Cancer Society Relay For Life  
R. Lee James, Public  
Thomas Myers, Public  
Chris Shaw, American Cancer Society Relay For Life

Commissioner Vince Witherup  
Denise Jones, Chief Clerk  
Rich Winkler, Solicitor  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
Rich Mihalic, Park  
Deborah Sharpe, Treasurer  
Sheila Boughner, News Media  
Herb Jankovich, Supervisor, Sandycreek Twp  
Pastor Eric Reamer, O.C. Christian Church

Prior to the meeting, a public prayer was offered by Pastor Eric Reamer from the Oil City Free Christian Church. Commissioner Brooks then led the group in the Pledge of Allegiance.

The Retirement Board and Salary Board meetings were convened and adjourned prior to the start of the Commissioner Board meeting.

**COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 6:05 p.m. The following changes were made to the agenda: additions include the Approval of the Renewal of the Preventative Maintenance Contract with Trane under Prison; Approval of the Wellness Services Agreement with UPMC under Human Resources; and the Approval of the Boat Races at Two Mile Run Park on May 25 – 27 under Two Mile County Park. Deletions include the deletion of the Temporary New Hire position in Department #605 on the Human Resource Agenda; the deletion of rehiring Ethel Rodebaugh in Department #605 on the Human Resource Agenda; and the deletion of the Handicapped Accessible Projects Phase II Bid Award under Two Mile County Park. Commissioner Witherup made a motion to approve the amendments, seconded by Commissioner Summers, aye all.

Commissioner Summers made a motion to approve the minutes from the March 13, 2012 meeting, seconded by Commissioner Witherup, aye all.

## **COURT ADMINISTRATION:**

The following items were presented for approval by Ms. Jones:

Ratification of West Law Contract – This is a contract renewal through March 2015 providing thirteen (13) passwords for judges, law clerks, districts attorneys, and public defenders. The cost for WestlawNext Government Select will be \$1,624 per month, which reflects a 3% increase in years two and three. The Patron Access, which provides access to the two public computers in the Law Library, will increase to \$861 per month. This contract includes a 3% increase in years two and three. The Law Library print subscriptions will be reduced to \$5,676.64 with a 5% cap on any increase except for three publications which are being offered at a 50% discount. The Judges' Library print subscriptions will be reduced to \$3,553.56 with a 5% cap on increases. We are cancelling our subscription to the PA Reporter advance sheets, which are now available online, at a savings of \$525.96.

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Summers, aye all.

Ratification of Contract with Deac Mong d.b.a Imageast – This is a contract to remove the existing mural from the wall in Courtroom One, construct a panel and adhere the mural canvas to the panel in typical manner, and hang the panel with mural attached to repaired existing wall in the same location as prior to removal using typical hanging arrangements. The cost of this project is \$2845.00.

Commissioner Summers made a motion to approve the above agreement, seconded by Commissioner Witherup, aye all.

## **ROW OFFICES:**

There was no business to be conducted.

## **PRISION:**

The following item was presented for approval by Warden Smith:

Approval of Renewal of Preventative Maintenance Contract with Trane – This is a budgeted item at a cost of \$1,508 per year for three years.

Commissioner Witherup made a motion to approve the above agreement, pending Solicitor Winkler's changes, seconded by Commissioner Summers, aye all.

The following item was presented for approval by Commissioner Brooks:

Agreement for Provision of Health Care Services to Inmates – This agreement is between the County and UPMC where the County will pay 30% of the hospital charges for out-patient and in-patient care through July 1, 2011. After July 1, 2011, the county will pay 30% of the out-patient costs and in-patient costs will be covered under Act 22.

Commissioner Summers made a motion to approve the above agreement pending the changes needed to the attachment that outlines the current charges to be paid to UPMC; seconded by Commissioner Witherup, aye all.

**COMMUNITY SERVICES ADMINISTRATION:**

The following item was presented for approval by Ms. Jones:

Approval of Planned Maintenance Agreement with Cummins Bridgeway – This is a one (1) year planned maintenance agreement on a generator located at the 911 Center. The total cost of the maintenance agreement is \$959.

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Summers, aye all.

**HUMAN SERVICES:**

The following items were presented for approval by Commissioner Brooks:

**Children, Youth and Family Services**

Amendment to the contract with Mars Home for Youth to add residential services at the rate of \$166.55 per diem.

**OEO/Transportation**

Amendment to the contract with Warren/Forest Economic Opportunity Council for an additional \$35,985 in federal LIHEAP funds to be used for heating emergencies. The contract, with amendment runs until 30 September 2013. The total amount of the contract, including this amendment is \$110,892.

Requesting approval of several items for the fixed route bus operations:

1. Two resolutions, one providing \$21,901 in local match for 2012-13 operating expenses and the other is the payment schedule for the local match.
2. Acceptance of the special warranty with certifies that we will abide by federal labor standards and are not competing with any transportation unions in our service area.
3. The intent to apply for operating assistance.
4. Certification that the program abides by all federal requirements.

The following are the calendar year 2012 Community Services Block Grant subcontracts:

**Crawford County**

1. Crawford County Commissioners: \$38,675  
Includes \$26,275 for utility assistance – 230 individuals  
\$7,500 for employment aid – 40  
\$4,500 – transportation – 300
2. Titusville YWCA - \$7,500 for housing & supportive services to an estimated 40 persons

3. Crawford County Coalition on Housing Needs - \$3,500 for emergency shelter/supportive services – 25 people
4. Meadville Area Chamber of Commerce - \$2,400 for career camp -12 youth
5. Twelve Apostles Lutheran Church - \$800 for assistance with their food pantry – 80 people

Venango County

1. Franklin School District - \$4,800 – 80 adults/children – summer education program
2. Regional Center for Workforce Excellence - \$7,500 – employment aid – 60 persons
3. Oil City YMCA - \$9,000 – summer day camp – 35 youth  
\$3,000 – youth volunteer program – 10 youth
4. VARHA - \$1,050 – therapeutic horseback riding – 6 persons
5. Franklin Salvation Army/Grace Learning Center - \$7,500 – Latch Key Program – 20 children/youth
6. Child Development Centers - \$2,700 – Camp Funshine – 30 children  
\$5,400 – transportation/after school – 35 children
7. Youth Alternatives - \$3,600 – field trips – 10 youth  
\$2,280 – residential camp-15 youth

**Mental Health/Developmental Services**

New agreement with Francis Stone to provide outpatient mental health services at the rate of \$17.50 per 15 minute unit.

New agreement with Pediatric Therapy Professionals, Inc. to provide Early Intervention Services at the current rate set by the Office of Child Development and Early Learning.

New contract with Youth Alternatives to establish a Saturday activity program for youth 12-14 at a maximum contract amount of \$2,616.

New contract with Heart to Heart Parent Support Network to partially fund the Community Youth Connection Program at a maximum contract amount of \$3,605.

Amendment to the contract with Community Services of Venango County in the amount of \$15,470 to recruit individuals to work in provider agencies providing direct care to persons with mental health or developmental/intellectual disabilities.

Amendment to the contact with Touch Stone Solutions to include Companion Service Level 3 services at a rate of \$5.20 per 15 minute unit. The rate is set by the Department of Public Welfare.

Amendment to the contract with United Community Independence Programs to include Companion Level 3 services at the rate of \$5.20 per 15 minute unit. The rate is set by the Department of Public Welfare.

Amendment to the Administrative Services Agreement with the Northwest Behavioral Health Partnership includes the ability to receive funding for “natural supports” in the amount of \$6,221.

Request Commissioner approval to amend a rental property lease agreement to increase the monthly rent by \$25 to cover excess utility expenses.

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

Proclamation – Senior Corps Week – This is a proclamation for the third annual Senior Corps Week for the week of May 7 through 11, 2012. This is an opportunity to thank Senior Corps volunteers for their service and recognize their service and positive impact and value to our communities and nation.

Commissioner Witherup made a motion to approve the above proclamation, seconded by Commissioner Summers, aye all.

**FINANCE ADMINISTRATION:**

The following warrants were submitted for your approval by Ms. Brick:

|         |          |            |                                  |
|---------|----------|------------|----------------------------------|
| Warrant | 031612   | 183,071.19 | Non- Human Services Expenditures |
| Warrant | HS031612 | 231,378.16 | Human Services Expenditures      |
| Warrant | 032312   | 197,537.07 | Non-Human Services Expenditures  |
| Warrant | HS032312 | 125,812.16 | Human Services Expenditures      |
| Warrant | HS032212 | 297.00     | Human Services Expenditures      |
| Warrant | 033012   | 377,224.44 | Non- Human Services Expenditures |
| Warrant | HS03012  | 127,688.12 | Human Services Expenditures      |
| Warrant | SP032912 | 5,835.00   | Non-Human Services Expenditures  |
| Warrant | SP040212 | 1,422.50   | Non-Human Services Expenditures  |
| Warrant | 040512   | 153,062.54 | Non-Human Services Expenditures  |
| Warrant | SP040512 | 154,046.17 | Human Services Expenditures      |
| Warrant | 041312   | 170,100.84 | Non- Human Services Expenditures |

**Total \$ 1,727,475.19**

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

The following item was presented for approval by Ms. Brick:

Budget Transfer - A Budget Transfer in the amount of \$15,127 from the Contingency Fund to the Maintenance Budget for the purchase of a truck. Liquid Fuels funds will pay for 70% of the \$50,154 total price of the truck.

Commissioner Witherup made a motion to approve the above budget transfer, seconded by Commissioner Summers, aye all.

## **HUMAN RESOURCES:**

Wellness Program – The Take a Healthy Step Program is being offered to the County by UPMC is a wellness program which will provide opportunities for employees to earn points as they take healthy endeavors throughout their life. The objective is to educate employees to have healthier life styles leading to lower insurance costs for the County and have happier and healthier employees. The cost of this program is \$2500.

Commissioner Witherup made a motion to approve the above item, seconded by Commissioner Summers, aye all.

## **PLANNING:**

The following items were presented for approval by Ms. Downs:

Approval of Stormwater Management Agreement with Township of President – The County will administer the stormwater ordinance. This is routine in nature.

Commissioner Summers made a motion to approve the above agreement, seconded by Commissioner Witherup, aye all.

Approval of Resolution #2012-8 Community Development Block Grant Application – This application is for 2012 and totals \$221,999. The allocations include: \$152,099 for the Emlenton sewer project on River Street, \$30,000 to Cornplanter Township for the water booster station, and \$39,900 for administering the grant.

Commissioner Witherup made a motion to approve the above resolution, seconded by Commissioner Summers, aye all.

First Time Home Buyer's Approval Request – Two requests are being submitted. The first is for \$4,000 toward the purchase of a home in Franklin. The second is for \$4,900 toward the purchase of a home in Oil City.

Commissioner Summers made a motion to approve the above requests, seconded by Commissioner Witherup, aye all.

Venango County Solid Waste Advisory Committee (SWAC) Appointments – The following appointments were submitted to the SWAC:

1. Ed Vogel – Tri-County Industries
2. Tracy Jamieson – City of Franklin
3. David Owens – Polk Borough
4. Jerry Bowser – Tri-County Industries
5. Leah Nelson – City of Oil City
6. Kelly Amos – City of Oil City
7. Susan Hileman – Northwest Industrial Resource Center
8. Frank Pankratz III – Cranberry Township.

Commissioner Witherup made a motion to approve the above appointments, seconded by Commissioner Summers, aye all.

### **TWO MILE COUNTY PARK:**

The following items were presented for approval by Mr. Mihalic:

Approval of Contract Extension for New Boat Launch with Pennsylvania Fish and Boat Commission – This contract extension has been approved with the Pennsylvania Fish and Boat Commission and extends the contract through September 2013.

Commissioner Summers made a motion to approve the above contract, seconded by Commissioner Witherup, aye all.

Approval of Boat Races at Two Mile Run – May 25 – 27, 2012 – Mr. Mihalic has received the application from Three Rivers Outboard Racing Association and has forwarded the application to the Fish and Boat Commission. The certificate of insurance has also been received. These races have been conducted at Two Mile Run Park for approximately fifteen (15) years.

Commissioner Witherup made a motion to approve the above contract, seconded by Commissioner Summers, aye all.

#### Park Activities Report:

McKain Forestry was recently hired to paint the boundary lines of the Park and this has been completed and all lines of the Park are now blazed in white.

The large sign at Pioneer Flats has been replaced and a special Thank You goes out to John Woloszyn, a former county park employee, Lou Kaufman, Don Biondi and Dan Hovis.

The Full Moon Hike held on April 7 had 57 hikers and included an Easter Egg Hunt for the children. The next Full Moon Hike is scheduled for May 5 at 8:00pm.

The weekend of April 14 is the opening for trout season. The Fish Commission has stocked the lake with 3,300 Rainbow Trout and a number of breeder trout. Camping will be available at the Nature Lodge.

Work has begun on the new boat launch. Several large trees have been removed by a professional logger at the cost of \$100 for the fuel the logger used.

Cottage and farmhouse rentals are going fast for the year.

Upcoming events at the Park can be viewed on the Park's website at [www.twomilerun.net](http://www.twomilerun.net).

### **COUNTY ADMINISTRATION:**

The following item was presented for approval by Commissioner Brooks:

Amendment to the County, VIDA and ORA Cooperative Agreement re: Sandycreek Industrial Park – The change is to make the County the administrator of the grant.

Commissioner Witherup made a motion to approve the above amendment, seconded by Commissioner Summers.

The following item was presented for approval by Ms. Jones:

Ratification of Purchase of New Maintenance Truck – This is a Bridge Crew truck and PennDot has approved this specific type of vehicle. The total cost of the vehicle is \$50,154. Liquid Fuels funds will pay for 70% of the total price of the truck.

Commissioner Summers made a motion to approve the above purchase, seconded by Commissioner Witherup.

The following item was presented for approval by Ms. Flockerzi:

Proclamation – Relay For Life – Paint Venango County Purple – This is a proclamation to support the Relay For Life in an effort to raise awareness of the event taking place June 1 – 2. This proclamation asks all public officials, all employees and all citizens of Venango County to show support by painting the County purple during the month of May by wearing purple clothing and/or accessories and by adorning purple bows and ribbons on buildings and cars in an effort to promote the mindset of thinking Survivor.

Commissioner Summers made a motion to approve the above proclamation, seconded by Commissioner Witherup.

The following item was presented for approval by Commissioner Brooks:

Appointment of Linda Schell to Workforce Investment Board – Linda Schell is our State Representative to the Workforce Investment Board for Venango County.

Commissioner Witherup made a motion to approve the above appointment, seconded by Commissioner Summers.

The following item was presented for approval by Commissioner Summers:

Impact Fee Ordinance – The proceeds from the impact fee will be collected by the state, which will take a portion for various uses and return a portion to the County and its municipalities for remediating the impact of the Marcellus shale activity. The funds collected will be deposited in the Unconventional Gas Well Fund, which the state will tap for a variety of uses.

Commissioner Summers made a motion to approve the above ordinance, seconded by Commissioner Witherup. Commissioner Brooks opposed the motion because adopting the ordinance provides funding to counties that have nothing to do with the Marcellus shale activity and will have no effect from the drilling. The Governor is using this as a new revenue source for programs that the state is responsible for funding rather than raising taxes to support those programs. Counties are being coerced into adopting the ordinance that is dictating the fees, rules

and regulations regarding drilling activities that in most instances are not in accordance with what the municipalities want.

### **OTHER BUSINESS**

Commissioner Summers described the 2<sup>nd</sup> Annual 5K Run and Walk being sponsored by the Venango County MH/DS department and the County Wellness Program on May 19<sup>th</sup>. Registration begins at 8:00 a.m. The walk begins at 9:00 a.m. and the run begins at 9:30 a.m. at the Bike Trail. Proceeds will be split between the Wellness Program and The POINTE.

Commissioner Summers also recognized the Sheriff's Department for a job well done during a recent situation. The Deputies were very professional, very courteous and are very much appreciated.

Commissioner Witherup thanked Rick Cardy and Chris Shaw, representatives of the American Cancer Society and the Relay For Life, as well as all volunteers that pour their heart into this endeavor.

### **PUBLIC COMMENT**

Mr. Herb Jankovich, Sandycreek Township Supervisor, agreed with Commissioner Brooks concerning the Impact Fee legislation.

### **ADJOURNMENT**

The meeting adjourned at 6:40 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,

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Abby R. Flockerzi, Admin. Assist.