

Reviewed by: TSO
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**COMMISSIONER BOARD MINUTES
JANUARY 08, 2013**

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.
OC Bell, Airport
Bill Kresinski, MIS
Rich Mihalic, Park
Jayne Romero, MH/DS
Sheila Boughner, News Media
Paulette King, Citizen

Commissioner Vince Witherup
Denise Jones, Chief Clerk
Rich Winkler, Solicitor
Diona Brick, Fiscal
Pennie Maclean, HR
Jeffrey Ruditis, Prison
David Schwille, CYS
Ken King, Citizen

Prior to the meeting, a moment of silence was observed. Commissioner Brooks then led the group in the Pledge of Allegiance.

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

CALL TO ORDER:

Commissioner Brooks called the meeting to order at 6:05 p.m. The following change was made to the agenda: addition of Approval of Appointment to Transportation Committee under County Administration.

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

APPROVAL OF MINUTES:

Commissioner Witherup made a motion to approve the minutes from the December 11, 2012 meeting, seconded by Commissioner Summers, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

There was no public comment offered on the Commissioner Board agenda.

COURT ADMINISTRATION:

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

Approval of PCCD Application for JABG Funds - This is an application for a \$10,000 grant with a \$1,000 County match. This is a budgeted item from the Court Supervision budget and will be used for the Intensive Juvenile Probation Officer Position.

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

ROW OFFICES:

There was no business to be conducted.

PRISION:

The following item were presented for approval by Warden Ruditis:

Approval of Contract Renewal with Seneca Medical Center, LLC – to provide medical services to the Venango County Prison – This is a contract for Seneca Medical Center to provide on-site physician/physician assistant/nurse practitioner services to the Venango County Prison two times per week and as needed for urgent situations. Incoming inmates will receive an evaluation within 48 hours. Seneca Medical Center will provide five (5) days per week, eight (8) hours per day nursing. The term of this contract is from January 1, 2013 to December 31, 2013. The cost of the contract is \$7,161.08 per month.

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

COMMUNITY SERVICES ADMINISTRATION:

The following item was presented for approval by Mr. Bell:

Approval of Bid with GSE Holding, Inc. to Acquire Airfield Equipment - This is for a ground power unit at the Airport. The successful bidder is GSE Holdings, Inc doing business as Hobart Ground Power. This company is located in Florida. The amount of the bid is \$60,195 and has been approved by the engineers.

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

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

Approval of Century Link Contract – This is a six month contract for the Assessment Office software in the amount of \$13,486.60. It covers the time period of January 1, 2013 through June 30, 2013.

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

HUMAN SERVICES:

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

OEO/Transportation

Request adoption of a resolution, as required by PENNDOT, to allow Sally Mays to authorize additional users on the dotGrants system.

Agreement with MobileCom for \$2,900 to replace an antenna on the communications tower to allow the use of narrowband communications. Some changes have been made by Solicitor Winkler and will be required to be agreed to by the vendor before signatures by the Commissioners can be obtained.

Office of Children, Youth and Family Services

Approval of resource family agreement (s): Jim and Donna King

Addendum to the contract with Info-Matrix in the amount not to exceed \$145,360.00 for upgrade work related to Venango County’s participation in the IV-E Demonstration project.

Area Agency on Aging

Consideration of the nomination of Lisa Winger to the AAA Advisory Board

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

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

CONTINUATION/RENEWAL CONTRACTS (2012/13):

Item 1: Philadelphia Child & Family Guidance Training Center

Synopsis: Request Commissioner Approval to continue to contract with Philadelphia Child & Family Guidance Training Center for the period January 1, 2013 through June 30, 2013 to provide didactic instruction and clinical supervision in structural family therapy. The 6 training days will be shared among Venango County Mental Health, The Regional Counseling Center, and Family Service and Children’s Aid Society. The cost to Venango County is \$3,400 plus

travel and per diem cost of the trainer of approximately \$1000. The required match will come from the existing match allocation.

ADDENDUMS TO EXISTING CONTRACTS

Item 1: United Community Independence Program, Inc.

Synopsis: Request Commissioner Approval to amend the contract with United Community Independence Program, Inc. to include Out of Home Respite service (W7287) for base funded ID individuals as authorized by the County at the rate set by the PA Department of Welfare, Office of Developmental Programs. The required match will come from the existing match allocation.

Item 2: Regional Counseling Center, Inc.

Synopsis: Request Commissioner Approval to amend the Contract with Regional Counseling Center to establish the Provider will reimburse the County for all costs associated with 2 training sessions provided by the Philadelphia Child & Family Guidance Training Center. There is no Cost to the County associated with this addendum.

Item 3: Family Service and Children's Aid Society, Inc.

Synopsis: Request Commissioner Approval to amend the Contract with Family Service and Children's Aid Society to establish the Provider will reimburse the County for all costs associated with 2 training sessions provided by the Philadelphia Child & Family Guidance Training Center. There is no Cost to the County associated with this addendum.

Item 4: Next Step Therapy, Inc.

Synopsis: Request Commissioner Approval to amend the contract with Next Step Therapy, Inc. to include Special Instruction – Vision (W0021) and Evaluation Special instruction – Vision (W0024) for Venango County Early Intervention individuals as authorized by the County at the rate set by the PA Department of Welfare, Office of Child Development and Early Learning. The required match will come from the existing match allocation.

Item 5: Community Services of Venango County, Inc.

Synopsis: Request Commissioner Approval to amend the contract with Community Services of Venango County, Inc. for actual costs incurred for the production of community education material to the maximum of \$2,146.50. The required match will come from the existing match allocation.

OTHER ITEMS:

Item 1: Sublease Rental Agreement between Venango County and an individual identified by Venango County MHDS.

Synopsis: Request Commissioner approval to enter into a sub-lease agreement with an individual identified by Venango County MHDS for properties located in Franklin that are zoned for apartment living. The agreements will be in effect January 14, 2013 through June 30, 2013. The monthly rent to be paid by the tenant is 30% of their gross income up to the monthly rent due as identified in the lease agreement. There is no match associated with these lease agreements.

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

FINANCE ADMINISTRATION:

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

Warrant	121412	\$ 123,407.40	Non-Human Services Expenditures
Warrant	HS121412	268,388.86	Human Services Expenditures
Warrant	122112	88,393.20	Non-Human Services Expenditures
Warrant	HS122112	150,511.09	Human Services Expenditures
Warrant	122812	308,358.95	Non-Human Services Expenditures
Warrant	HS122812	169,192.44	Human Services Expenditures
Warrant	HS122712	25,000.00	Human Services Expenditures
Warrant	010413	42,017.83	Non-Human Services Expenditures
Warrant	HS010413	122,391.14	Human Services Expenditures

Total **\$ 1,297,660.91**

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

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

Approval of Budget Transfer – This is a request to transfer \$30,500 from the Operating Reserve to the Prison Budget to house a prisoner with outside housing.

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

Approval of STC Contract – This contract is for telephone services. The cost of this contract is \$15,797 and has been budgeted.

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

Approval of Tax Rate Resolution 2013-01 – According to Resolution 2013-01, the tax rate of 2013 will be 6.000 mills

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

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Ms. Maclean:

TRANSFERS:

On 01/08/13 the Salary Board approved the following transfers **effective 01/06/13** due to the development of new departments:

<u>Employee:</u>	<u>From:</u>	<u>To:</u>
Barbara Benedict	CYS #520	Human Svs. Fiscal #509
Garry Coleman	MH/DS #540	Human Svs. Fiscal #509
Denise Curtis	CYS #520	Human Svs. Fiscal #509
Jennifer Kennedy	OEO #570	Human Svs. Fiscal #509
Amber Kistler	MH/DS #540	Human Svs. Fiscal #509
Pamela Morris	Substance Abuse #535	Human Svs. Fiscal #509
Karen Rupert	MH/DS #540	Human Svs. Fiscal #509
Donna Staudt	MH/DS #540	Human Svs. Fiscal #509
Mark Thomas	AAA #510	Human Svs. Fiscal #509
Dayna Trowbridge	CYS #520	Human Svs. Fiscal #509
Phyllis Alden	AAA #510	PICs #530
Michael Carothers	MH/DS #540	PICs #530
Victoria Ciko	MH/DS #540	PICs #530
L. Antwan Fleming	MH/DS #540	PICs #530
P. Brian Gotses	CYS #520	PICs #530
Christie Johnson	CYS #520	PICs #530
Valerie McGuire	CYS #520	PICs #530
Michelle Mehlberger	AAA #510	PICs #530
Tiffany Morrow	CYS #520	PICs #530
Courtney Neely	CYS #520	PICs #530
Jeffrey Polley	CYS #520	PICs #530
Natalie Prichard	CYS #520	PICs #530
Stephanie Puleo	MH/DS #540	PICs #530
Jennifer Richards	CYS #520	PICs #530
Tessa Summerville	CYS #520	PICs #530
Nancy VanTassell	CYS #520	PICs #530
Shelby Winger	CYS #520	PICs #530

Kimberly Woods	MH/DS #540	PICs #530
Sharon Bradford	MH/DS #540	Human Svs. Clerical #531
Lucy Porter	CYS #520	Human Svs. Clerical #531
Nancy Rodgers	MH/DS #540	Human Svs. Clerical #531
Theresa York	AAA #510	Human Svs. Clerical #531

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

EXEMPT NEW HIRE – In Department #510 (AAA) of **Kathleen Stephens**, Aging Care Supervisor, Probationary Full-Time, Exempt, Exempt Pay Grade 3 (\$38,957/yr.), **effective 01/14/13; Special Conditions:** Filling existing vacancy.

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Danny Hovis**, Corrections Officer, AFSCME position, Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 12/19/12; Special Conditions:** Filling existing vacancy; ratified at January Prison Board meeting. In Department #531 (Human Services Clerical) of **Carol Gavin**, Department Clerk II, SEIU position, Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy; of **Laurie Greenlee**, Department Clerk II, SEIU position, Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy; of **Roberta Mullen**, Department Clerk II, SEIU position, Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy; of **Tracy Sherman**, Department Clerk II, SEIU position, Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy. In Department #580 (Transportation) of **William Deal**, Vehicle Driver, SEIU position, Part-Time, 50 hours/pay, SEIU Pay Grade 7 (\$9.00/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy; of **P. Michael Hartman**, Vehicle Driver, SEIU position, Part-Time, 50 hours/pay, SEIU Pay Grade 7 (\$9.00/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy; of **Micah Reagle**, Vehicle Driver, SEIU position, Part-Time, 50 hours/pay, SEIU Pay Grade 7 (\$9.00/hr.), **effective 01/07/13; Special Conditions:** Filling existing vacancy.

TRANSFER – In Department #535 (Substance Abuse) of **Dennis McCune**, from Substance Abuse Director, Full-Time, Exempt, Exempt Pay Grade 4 (\$50,809/yr.), to Department #540 (MH/DS), Program Manager (MH), Full-Time, Exempt, Exempt Pay Grade 4 (\$50,809/yr.), **effective 01/02/13; Special Conditions:** Filling existing vacancy. In Department #540 (MH/DS) of **Marie Plumer**, from Program Manager (MH), Full-Time, Exempt, Exempt Pay Grade 4 (\$47,861/yr.), to Department #535 (Substance Abuse), Substance Abuse Director, Full-Time, Exempt, Exempt Pay Grade 4 (\$47,861/yr.), **effective 01/02/13; Special Conditions:** Filling existing vacancy.

PROMOTION – In Department #305 (Prison) of **Kelly McKenzie**, from Deputy Warden, Full-Time, Exempt, Exempt Pay Grade 2 (\$37,540/yr.), to Chief Deputy Warden, Probationary Full-Time, Exempt, Exempt Pay Grade 3 (\$40,543/yr.), **effective 01/05/13; Special Conditions:**

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Filling existing vacancy; action ratified at January Prison Board meeting; of **Jeffery Ruditis**, from Chief Deputy Warden, Full-Time, Exempt, Exempt Pay Grade 3 (\$41,430/yr.), to Warden, Probationary Full-Time, Exempt, Exempt Pay Grade 6 (\$51,986/yr.), effective 01/05/13; **Special Conditions:** Filling existing vacancy; action ratified at January Prison Board meeting.

CHANGE IN EMPLOYMENT STATUS / INCREASE IN HOURS – In Department #305 (Prison) of **Michael May**, Corrections Officer, AFSCME position, from Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$12.46/hr.), to Full-Time, 80 hours/pay, AFSCME Pay Grade 11 (\$12.46/hr.), effective 12/16/12; **Special Conditions:** Filling existing vacancy; benefits effective immediately; action ratified at the January Prison Board meeting.

CHANGE IN EMPLOYMENT STATUS / PROMOTION – In Department #520 (Children and Youth Services) of **Elizabeth Williams**, from Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), to Casework Trainee, Probationary Full-Time, 80 hours/pay, Non-Union Pay Grade 5 (\$12.40/hr.), effective 12/23/12; **Special Conditions:** Filling existing vacancy.

RATE ADJUSTMENT – In Department #520 (Children and Youth Services) of **Elizabeth Williams**, Casework Trainee, Probationary Full-Time, 80 hours/pay, from Non-Union Hourly Pay Grade 5 (\$12.40/hr.) to Non-Union Hourly Pay Grade 5 (\$12.80/hr.), effective 01/01/13; **Special Conditions:** COLA increase for 2013.

OUT OF CLASS COMPENSATION – In Department #520 (Children and Youth Services) of **Jessica Babbitt**, Casework Supervisor, Full-Time, Exempt, from Exempt Pay Grade 3 (\$44,744/yr.) to Exempt Pay Grade 3 (\$41,430/yr.), effective 01/14/13; **Special Conditions:** Reduction in salary due to discontinuance of out of class responsibilities. In Department #530 (PICs) of **P. Brian Gotses**, Senior Caseworker, Full-Time, 80 hours/pay, from Non-Union Hourly Pay Grade 7 (\$17.49/hr.) to Non-Union Hourly Pay Grade 7 (\$20.14/hr.), effective 01/14/13; **Special Conditions:** Additional compensation to cover for casework supervisor's leave of absence for no longer than 05/01/13.

SEPARATION OF EMPLOYMENT - RETIREMENT – In Department #570 (OEO) of **Rebecca Jones**, Outreach Worker, effective 01/04/13.

SEPARATION OF EMPLOYMENT – In Department #125 (Public Defender) of **Jeri Bolton**, Assistant Public Defender, effective 01/11/13. In Department #305 (Prison) of **Richard Simmons**, Corrections Officer, AFSCME position, effective 01/04/13; **Special Conditions:** Action ratified at the January Prison Board meeting; of **Joshua Meeder**, Corrections Officer, AFSCME position, effective 12/20/12; **Special Conditions:** Action ratified at the January Prison Board meeting. In Department #510 (AAA) of **Catherine Carver**, Aging Care Manager, effective 01/04/13. In Department #520 (Children and Youth Services) of **April Benamati**, Senior Caseworker, effective 12/14/12. In Department #580 (Transportation) of **Mary Robertson**, Transportation Aide, effective 12/31/12.

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PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

VOLUNTARY DEMOTION – In Department #530 (PICs) of **Jennifer Carothers**, from Senior Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 (\$16.41/hr.), to Department #520 (Children and Youth Services), Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$15.75/hr.), **effective 01/07/13; Special Conditions:** Filling newly created position ratified at November Salary Board meeting.

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

The following Human Resource Agenda was presented by Ms. Maclean for informational purposes only:

ROW OFFICES

Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

EXEMPT NEW HIRE – In Department #260 (District Attorney) of **Justin Fleeger**, Assistant District Attorney, Probationary Full-Time, Exempt, Legal Exempt Pay Grade 2 (\$43,012/yr.), **effective 01/03/13; Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #210 (Domestic Relations) of **Michael Tanner**, Compliance Officer, Part-Time, 40 hours/pay, **effective 11/30/12.**

CHANGE IN EMPLOYMENT STATUS / TRANSFER / DECREASE IN HOURS – In Department #520 (Children and Youth Services) of **Jennifer Mattocks**, Department Clerk II, SEIU position, **from** Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **to** Department #180 (Treasurer), Part-Time, 68 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 12/13/12; Special Conditions:** Filling existing vacancy.

DECREASE IN HOURS – In Department #260 (District Attorney) of **Jennifer Moon**, Victim Witness Coordinator, Full-Time, Non-Union Hourly Pay Grade 6 (\$14.99/hr.), **from** 80 hours/pay **to** 70 hours/pay, **effective 01/01/13; Special Conditions:** STOP Grant funding not awarded for 2013.

SEPARATION OF EMPLOYMENT - RETIREMENT – In Department #260 (District Attorney) of **William Martin**, First Assistant District Attorney, **effective 01/04/13**

SEPARATION OF EMPLOYMENT – In Department #265 (Prothonotary) of **Paula Milliren**, Department Clerk II, **effective 12/31/12.**

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PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

NONE

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

Approval of Take a Healthy Step Agreement – This is a wellness services agreement with UPMC. It is a one (1) year agreement at a cost of \$2,500.

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

PLANNING:

There was no business to be conducted.

TWO MILE RUN COUNTY PARK:

The following item was presented by Mr. Mihalic for informational purposes only:

Park Activities Report:

There have already been more ski and snow shoe rentals this year than all of last year.

There will be a full moon night hike on January 19th leaving the Nature Lodge at 6:00pm.

Winterfest is scheduled for January 26th. This event is being held in cooperation with the Venango County Fatherhood Initiative and will include a snowman building contest, a cardboard box sled building contest and learn to ski day. If the lake is frozen enough, an ice fishing contest will also be included. Last year this event brought over 200 children to the Park.

A learn to ski day is scheduled for February 9th.

March 16th there will be an all day trail maintenance seminar.

The timber cut being conducted in the Northwood area is moving along.

Due to the bids coming in over budget, both DCNR and JMT Engineering are looking for additional funds for the boat launch project. If no additional funds are located by the end of the month, the project will need to be revised and rebid.

COUNTY ADMINISTRATION:

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

Approval of Workers' Compensation Insurance with Barr's Insurance – This is for the Workers' Compensation Insurance provided through the Housing and Redevelopment Insurance Exchange. The cost is \$216,269 and is less than last year.

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

Approval to Use Frank B. Taylor Engineering for Bridge Related Services - There will be no price increase from last year in the rates.

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

Approval of Re-appointment of Venango County Affordable Housing Committee Member Jim Daugherty

Approval of Re-appointments of Venango County Conservation District Board Members Dale Shaw and Joseph Pastor

Approval of Re-appointment of Venango County Housing Authority Member Chad Findlay

Approval of Re-appointments of Office of Economic Opportunity Community Action Board Members Jane Klinger and Matt Edwards

Approval of Appointment of Venango County Planning Commission Member Mike Swatzler

Approval of Re-appointments of Venango County Planning Commission Members Robert Cross and Nick Melnick

Approval of Re-appointment of Venango Industrial Development Authority Board Member Donna Rapp

Approval of Appointment of Venango County Transportation Committee Member Bonnie Sweeney

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

OTHER BUSINESS

The following item was presented by Ms. Maclean with the assistance from Commissioner Brooks, Commissioner Witherup and Commissioner Summers:

Drawing for PTO Wellness Day – As part of the Take a Healthy Step initiative, employees who are part of the health program can earn points through-out the year based on wellness activities such as getting physicals and participating in various programs and activities. These types of things earn the employee points and the points are tabulated by UPMC. At the end of each year there is the opportunity to win prizes for those who have achieved the required number of points. The first prize is a Paid Time Off Wellness Day. In addition to the PTO Wellness Day, there will be gifts cards given way to five (5) employees who reached the required number of points. The Commissioners drew random numbers and each number was assigned to each of the forty (40) County employees who qualified.

The winner of the PTO Wellness Day is Judy Barrett.

The winners of the five (5) gift cards are:

1. Dennis McCune
2. Nancy Cox
3. Gary Coleman
4. Abby Flockerzi
5. Victoria Quen

PUBLIC COMMENT

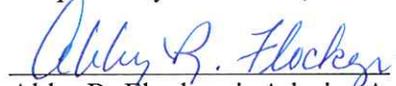
Mr. Kenneth King from Victory Township wanted to thank Commissioner Bonnie Summers, Treasurer Deb Sharpe, Sheriff Eric Foy, Gerry McGuinness, and Denise and Russell Jones. Mr. King has had several interactions during the past year with the County and various departments and thanks to the aforementioned individuals all situations were handled and resolved in a timely and professional manner.

Commissioner Summers recognized two County employees for going out of their way to make this a better place for all of us. On the day of a severe snow storm, Bob Goodman, a Transportation employee made sure that he informed all of his riders that the County transportation service was shutting down and where the last stops would be. He didn't want any of his riders to be stranded. Dan Norris, an employee at Two Mile Run County Park is credited with tracking some folks down to return some personal items they had lost while camping at Two Mile Run Park.

ADJOURNMENT

The meeting adjourned at 6:31 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,



Abby R. Flockerzi, Admin. Assist.

Commissioners' Board
January 8, 2013