

Reviewed by: TSB
aw
BS

COMMISSIONER BOARD MINUTES
July 8, 2014

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

Commissioner Tim Brooks	Commissioner Vince Witherup
Commissioner Bonnie Summers	Denise Jones, Chief Clerk/County Administrator
Abby Flockerzi, Administrative Assistant	Gerry McGuinness, Voter Registrar
Rich Winkler, Solicitor	OC Bell, Airport
Diona Brick, Fiscal	Bill Kresinski, MIS
Pennie Maclean, HR	Rich Mihalic, Park
Jayne Romero, Human Services	Mark Seigworth, 911
Deborah Sharpe, Treasurer	Tom Sherman, EMA
Sheila Boughner, News Media	
Pastor Steve Henry, Victory Heights United Brethren Church	

The Retirement Board and Salary 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 6:06 p.m.

APPROVE / AMEND COMMISSIONER BOARD AGENDA:

There were no changes to the agenda.

APPROVAL OF MINUTES:

Commissioner Witherup made a motion to approve the minutes from the June 10, 2014 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 items were presented for approval by Ms. Jones:

Approval of Resolution 2014-06 – DUI Task Force Enforcement Project Grant Application - This was submitted by Doug Baker, Law Enforcement Coordinator in the District Attorney's Office. This reimbursement grant will reimburse municipalities, including the County, for activities performed

under the project, including enforcement and coordination of the grant. The amount of the grant application is \$15,000 and covers the timeframe of October 2014 through September 2015.

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

Approval of Maintenance Service Agreement with Bollinger Technical Services, Inc. – This Maintenance Agreement is for the lektriever located in the Law Library. The annual maintenance charge is \$710.19 and is a budgeted item. This agreement covers the timeframe of May 2014 through May 2015.

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

ROW OFFICES:

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

Approval of Maintenance Service Agreement with Bollinger Technical Services, Inc. – This Maintenance Agreement is for the lektriever located in the Prothonotary’s Office. The annual maintenance charge is \$637.13. This agreement covers the timeframe of July 2014 through June 2015.

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

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

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

Approval of Hangar Lease Agreements:

- Civil Air Patrol, Squadron #501
- William Smith
- Richard Hovis
- Landscape Connections, Roy Ewing

Historically, the County has donated space to the Civil Air Patrol, Squadron #501 for their aircraft. Currently their aircraft fleet has thirteen (13) aircraft statewide. Therefore, aircraft will only be housed at the hangar on occasion.

The hangar lease agreement for William Smith is a short-term, temporary agreement until Mr. Smith can find another hangar for his aircraft. There is no fee associated with this agreement.

The hangar lease agreement with Richard Hovis is a standard lease agreement for \$85.86 per month.

The hangar lease agreement with Landscape Connections, Roy Ewing is a standard lease agreement for \$131.44 per month.

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

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

Approval of Century Link Maintenance Agreement – This is a renewal agreement with Century Link for the telephone system at the County’s 911 Center. The cost of this agreement is \$13,486.68 and begins on July 1, 2014 and concludes on December 31, 2014. This agreement covers an extension until the WestCore project is completed.

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

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

Approval of Consulting Agreement with JH Consulting – Representatives from JH Consulting will be conducting a Commodity Flow Study within the County. They will be set up in various points in the County and will read and record placards from tractor tailors and any vehicles, including trains, to determine what chemicals are in and passing through the County. The data from this study will be housed with the County and will enable fire departments and ambulance personnel to be properly trained. The cost of this study is \$5,000 and will not be of any cost to the County. The money to fund this study will come from the Hazardous Emergency Planning Grant.

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 Ms. Romero:

New Contracts 2014-2015

Item 1: Care Unlimited, Inc. (AAA)

Synopsis: Request Commissioner approval to contract with Care Unlimited, Inc. for the period of July 1, 2014 through June 30, 2015 to provide personal care (\$22.00/ hour), home support (\$22.00/hour), and personal assistance service (\$22.00/hour) for clients, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

Item 2: Heartfelt Home Healthcare Services, Inc. (AAA)

Synopsis: Request Commissioner approval to contract with Heartfelt Home Healthcare Services, Inc. for the period of July 1, 2014 through June 30, 2015 to provide home health aide (\$19.08/ hour) and

skilled nursing (\$100.00/visit) for clients, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

Item 3: Crawford Area Transportation Authority (AAA/MATP)

Synopsis: Request Commissioner approval to contract with Crawford Area Transportation Authority for the period of July 1, 2014 through June 30, 2015 to provide 1) Out-of-County transportation to doctor appointments to individuals referred by Venango County Area Agency on Aging at a rate of \$6.25/ trip for individuals over the age of 65 or a rate of \$3.10/mile for individuals under the age of 65; and 2) MATP transportation to Venango County individuals at a rate of \$45.00 per hour port to port with an additional \$3.10 per mile for all trips over 100 miles with a wait time charge of \$20.00/hour with the exception of trips into the City of Meadville or Titusville, for which no wait time will be charged. There is no match required from the County.

CONTINUATION CONTRACTS 2014-2015

Item 1: Venango Training & Development Center, Inc. (MH/ID)

Synopsis: Request Commissioner approval to continue to contract with The Venango Training & Development Center, Inc. for the period of July 1, 2014 through June 30, 2015 to provide home and community habilitation (\$6.38/ 15 minutes), prevocational services (\$2.15/15 minutes), supported employment (\$15.71/ 15 minutes), transitional work services (\$4.12/ 15 minutes) and community habilitation (\$3.14/ 15 minutes) to ID base funded consumers, as authorized by the Base Service Unit. It is also requested that approval be given for MH Pre-vocational services (\$2.15/ 15 minute unit) and to reimburse for actual expenses to the maximum of \$46,218 for the operation of the Fair Weather Lodge for individuals with a serious mental illness. The required match will come from the existing match allocation.

Item 2: Sojourner House, Inc. (SA)

Synopsis: Request Commissioner approval to continue to contract with Sojourner House, Inc. for the period of July 1, 2014 through June 30, 2015 to provide Long-term Inpatient Non-hospitalization to pregnant women and women with children at \$236.76 per day, as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

Item 3: BPC Management Group/ Turning Point Chemical Dependency Treatment Center
(SA)

Synopsis: Request Commissioner approval to continue to contract with BPC Management Group/ Turning Point Chemical Dependency Treatment Center for the period of July 1, 2014 through June 30, 2015 to provide Outpatient Therapy for Adults and Pregnant Women (\$80/hour), Intensive Outpatient Therapy For Adults and Pregnant Women (\$26/hour), Partial Hospitalization for Adults and Pregnant Women (\$113/day), Inpatient Non-Hospital Short-Term for Adults and Pregnant Women (\$159/ day), Inpatient Non-Hospital Long-Term for Adults and Pregnant Women (\$136/day), and Inpatient Non-Hospital detoxification for Adults and Pregnant Women (\$226/day) as authorized by the Venango

County Substance Abuse Program. The required match for outpatient and intensive outpatient services will come from the existing match allocation.

Item 4: Janet Trychin, Au.D (EI)

Synopsis: Request Commissioner approval to continue to contract with Janet Trychin, Au. D. for the period of July 1, 2014 through June 30, 2015 to provide Audiology and audiology evaluations for EI clients, as authorized by the Venango County Early Intervention Program, at the rate of \$40.94 per 15 minutes as set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

Item 5: Hand in Hand Christian Counseling

Synopsis: Request Commissioner approval to continue to contract with Hand In Hand Christian Counseling for the period of July 1, 2014 through June 30, 2015 to provide Anger Management services at the rate of \$160 per participant for 8 sessions as authorized by the County; to operate a residential rehabilitation home for individuals with a serious mental illness and be compensated for actual expenses incurred to a maximum of \$204,000; and to provide transportation support for the RIDE program and be reimbursed for the actual payroll expenses of drivers and mileage reimbursement of \$.45 per mile when applicable. The match requirement will come from the existing match allocation.

Item 6: Mustard Seed Mission

Synopsis: Request commissioner approval to continue to contract with the Mustard Seed Mission for the period of July 1, 2014 through June 30, 2015 to provide 1) evaluation of potential work for the CHORE program to include a written estimate detailing the scope of the work to be performed and to provide an estimate of funds needed to complete the job. The County will reimburse the provider \$150 per completed evaluation; 2) to provide volunteer transporters for the RIDE program as requested by the County. The MSM will be reimbursed \$.45 per mile if private vehicles are used. A waiver of the contract's discrimination clause and HIPPA requirements is requested as in the previous fiscal year. The match requirement will come from the existing match allocation.

Item 7: Sugar Valley Lodge

Synopsis: Request Commissioner approval to continue to contract with Sugar Valley Lodge for the period July 1, 2014 through June 30, 2015 to provide: 1) enhance personal care for up to 45 individuals with a mental illness or intellectual disability at the rate of \$14.97 per day per individual as authorized by the County. The maximum to be reimbursed to the Provider for this service is \$245,645; 2) emergency temporary housing for individuals identified and authorized by the County at the daily rate of \$48.00 per individual. The required match will come from the existing match allocation.

ADDENDUMS TO EXISTING CONTRACTS 2013-2014

Item 1: Family Services and Children's Aide (HS)

Synopsis: Request Commissioner approval to amend the contract with Family Service and Children's Aid Society to include actual startup costs associated with the development of a Family Based Substance Abuse Team. The maximum to be reimbursed is \$28,000.

Item 2: Hand in Hand Christian Counseling (HS)

Synopsis: Request Commissioner approval to amend the contract with Hand in Hand Christian Counseling to include actual startup costs associated with the development of a residential rehabilitation home for individuals identified by the county with a severe mental illness. The maximum to be reimbursed is \$25,000.

Item 3. Next Step Therapy (EI)

Synopsis: Request Commissioner approval to amend the contract with Next Step Therapy to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day as set by the PA Office of Child Development and Early Learning. This addendum is effective 06/23/2014 through 06/30/2014 and the match will come from the existing match allocation.

4. Easter Seals of Western PA (EI)

Synopsis: Request Commissioner approval to amend the contract with Easter Seals of Western PA to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day as set by the PA Office of Child Development and Early Learning. This addendum is effective 06/23/2014 through 06/30/2014 and the match will come from the existing match allocation.

5. Gail Donaldson (EI)

Synopsis: Request Commissioner approval to amend the contract Gail Donaldson to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day as set by the PA Office of Child Development and Early Learning. This addendum is effective 06/23/2014 through 06/30/2014 and the match will come from the existing match allocation.

ADDENDUMS TO EXISTING CONTRACTS 2014-2015

1. Next Step Therapy (EI)

Synopsis: Request Commissioner approval to amend the contract with Next Step Therapy to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day as set by the PA Office of Child Development and Early Learning. This addendum is effective 07/01/2014 through 06/30/2014 and the match will come from the existing match allocation.

2. Easter Seals of Western PA (EI)

Synopsis: Request Commissioner approval to amend the contract with Easter Seals of Western PA to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day

as set by the PA Office of Child Development and Early Learning. This addendum is effective 07/01/2014 through 06/30/2014 and the match will come from the existing match allocation.

3. Gail Donaldson (EI)

Synopsis: Request Commissioner approval to amend the contract Gail Donaldson to add the service Evaluation – Speech Pathology (Procedure code 92523) at the rate of \$229.90 per day as set by the PA Office of Child Development and Early Learning. This addendum is effective 07/01/2014 through 06/30/2014 and the match will come from the existing match allocation.

OTHER ITEMS:

Item 1: Approval of CYFS Resource Family Agreements

Request Commissioner approval to enter into Resource Family Agreements with three families for the Foster/ Kinship Care Program.

Item 2: Approval of Appointment to Aging Advisory Council

Request Commissioner approval of the appointment of Lisa Moritz to the Venango County Area Agency on Aging Advisory Council to fill an existing vacancy.

Item 3: Approval of Horizon Software Agreement

Request Commissioner approval of an agreement for the purchase of Horizon software and ongoing maintenance to support the MATP program. The cost of the software is \$3,596.25 with annual maintenance of \$1,289.63.

Item 4: Letter of Agreement with Butler County

Request Commissioner approval of the Letter of Agreement with Butler County for HCQU support for individuals with intellectual disabilities. There is no cost to the County associated with this agreement.

Item 5: Mercer County Behavioral Health Commission

Request Commissioner approval to enter into a contract with MCBHC for Venango County to provide transportation services for Mercer County MH consumers at the established Shared Ride Rates.

Item 6: Approval of Appointment to Human Service's Advisory Boards

Request Commissioner approval to re-appoint Mark Baughman to a 2nd 3 year term on the MHDS Advisory Board, the CYS Advisory Board, and the Substance Abuse Executive Commission effective July 1, 2014.

Item 7: Human Services Block Grant Plan

Request Commissioner approval to submit the Human Services Block Grant Plan for 2014-2015 in as prepared by the county planning team totaling \$5,059,462 with a County match requirement of \$288,902.

Item 8: Approval of Agreement with AVANCO

Request Commissioner approval to enter into an agreement with to perform a data assessment of the current CYS software database. Avanco will be reimbursed for actual costs incurred, up to a maximum of \$10,000.00. The match will come from the existing CYS allocation.

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

FINANCE ADMINISTRATION:

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

Warrant	061314	\$160,177.25	Non-Human Services Expenditures
Warrant	HS061314	277,694.91	Human Services Expenditures
Warrant	SP061314	375.00	Non-Human Services Expenditures
Warrant	HS062314	3,838.60	Human Services Expenditures
Warrant	062014	218,159.85	Non-Human Services Expenditures
Warrant	HS062014	192,974.23	Human Services Expenditures
Warrant	HS061814	17,425.47	Human Services Expenditures
Warrant	SP061814	13,377.22	Non-Human Services Expenditures
Warrant	062314	188,445.00	Non-Human Services Expenditures
Warrant	062714	583,322.54	Non-Human Services Expenditures
Warrant	HS062714	213,982.05	Human Services Expenditures
Warrant	SP062514	479.40	Non-Human Services Expenditures
Warrant	070314	93,493.05	Non-Human Services Expenditures
Warrant	SP060314	17,121.09	Non-Human Services Expenditures
Warrant	HS070314	190,807.17	Human Services Expenditures
Warrant	HS070114	5,478.00	Human Services Expenditures

Total **\$2,177,150.83**

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

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

Approval of Workforce Innovation Grant as Fiscal Agent – This grant was submitted on behalf of the Workforce Investment Area. This is a competitive grant for \$3,000,000 to aid adult and dislocated workers in this region. This grant was prepared by Greater Erie Community Action (GECA) and, hopefully, will be implemented by them if awarded. It is anticipated the award of this grant will occur during the late-September to early-October timeframe.

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

HUMAN RESOURCES:

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

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #130 (Human Resources) of **Melissa Spence**, Employee Benefits Coordinator, Full-Time, 70 hours/pay, Non-Union Hourly Pay Grade 4 (\$11.52 / hr.), **effective 06/30/2014**; **Special Conditions:** Filling existing vacancy. In Department #305 (Prison) of **Frederick Mosley**, Corrections Officer, AFSCME Position, Full-Time, 80 hours / pay, AFSCME Pay Grade 11 (\$9.38 / hr.), **effective 07/02/14**; **Special Conditions:** Filling existing vacancy; of **Kristen Peterson**, Corrections Officer, AFSCME Position, Full-Time, 80 hours / pay, AFSCME Pay Grade 11 (\$9.38 / hr.), **effective 07/10/14**; **Special Conditions:** Filling existing vacancy.

TEMPORARY NEW HIRE – In Department #605 (County Park) of **John Pardee**, Maintenance Worker Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/17/14**; **Special Conditions:** Temporary assignment through 08/17/14; filling existing vacancy.

PROMOTION – In Department #580 (Transportation) of **Maurizio Dragotta**, from Transportation Aide, SEIU Position, Probationary Part-Time, 50 hours/pay, SEIU Pay Grade 4 (\$8.00 / hr.), to Vehicle Driver, SEIU Position, Probationary Full-Time, 80 hours/pay, SEIU Grade 7 (\$9.00 / hr.), **effective 06/23/14**; **Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #305 (Prison) of **Dennis Quick**, Corrections Officer, AFSCME position, Full-Time, 80 hours/pay, **from** AFSCME Pay Grade 11 (\$9.38/hr.) **to** AFSCME Pay Grade 11 (\$11.25/hr.), **effective 07/12/14**; **Special Conditions:** Action to be ratified at the August Prison Board meeting. In Department #520 (Children and Youth Services) of **Bethany Cloonan**, Caseworker II, Full-Time, 80 hours/pay, **effective 06/09/14**. In Department #530 (PICs) of **Gary Wiley**, Caseworker III, Full-Time, 80 hours/pay, **effective 06/16/14**.

RATE ADJUSTMENT - In Department #135 (Fiscal) of **Diona Brick**, Finance and Management Services Administrator, Full-Time Exempt, **salary increase by \$10,000.00/yr., effective 06/23/14**; **Special Conditions:** Increase to annual salary for Fiscal Agent work being done for the Workforce Investment Act, paid for by administration monies paid to the County of Venango from the Workforce Investment Act; of **Barbara Eyer**, Senior Financial Analyst, Full-Time, 80 hours/pay, **from** Non-Union Hourly Pay Grade 9 (\$19.6474/hr.) **to** Non-Union Hourly Pay Grade 9 (\$21.2192/hr.), **effective 06/16/14**; **Special Conditions:** Salary increase due to re-organization of department due to appointment of Fiscal Agent for multiple entities.

SEPARATION OF EMPLOYMENT – In Department #130 (Human Resources) of **Melissa Spence**, Employee Benefits Coordinator, **effective 07/02/14**. In Department #305 (Prison) of **Alixandria Holcomb**, Corrections Monitor, AFSCME position, **effective 07/06/14**; **Special Conditions:** Action to be ratified at the August Prison Board meeting; of **Robert Sampsell**, Corrections Officer, AFSCME position, **effective 06/20/14**; **Special Conditions:** Action ratified at the July Prison Board meeting. In Department #325 (911 Center) of **Corey Schwab**, Telecommunicator I, **effective 07/12/14**.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

PROBATIONARY NEW HIRE - In Department #580 (Transportation) of **Cole Irwin**, Bus/Van Driver, SEIU Position, Full-Time, 80 hours / pay, SEIU Pay Grade 9 (\$10.21/hr.), **effective 07/03/14**; **Special Conditions:** Filling newly created position ratified at the July Salary Board meeting; of **Mark Pattee**, Bus/Van Driver, SEIU Position, Full-Time, 80 hours / pay, SEIU Pay Grade 9 (\$10.21/hr.), **effective 07/03/14**; **Special Conditions:** Filling newly created position ratified at the July Salary Board meeting.

PROMOTION / INCREASE IN HOURS – In Department #140 (Tax Claim) of **Karen Burress**, Department Clerk II, SEIU Position, Full-Time, 70 hours/pay, SEIU Pay Grade 6 (\$9.3813/hr.) to Department #135 (Fiscal), Accountant, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 12 (\$12.01/hr.), **effective 06/16/14**; **Special Conditions:** Filling newly created position ratified at the June Salary Board meeting.

POSITION REALLOCATION / INCREASE IN HOURS – In Department #135 (Fiscal) of **Cathy Silvis**, from Accountant, SEIU Position, Full-Time, 70 hours/pay, SEIU Pay Grade 12 (\$14.7026/hr.), to Fiscal Operations Officer I, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 8 (\$16.54/hr.), **effective 06/16/14**; **Special Conditions:** Re-organization of department due to appointment of Fiscal Agent for multiple entities; Filling newly created position ratified at the July Salary Board meeting.

LATERAL TRANSFER – In Department #605 (County Park) of **Mary Maleski**, from Maintenance Worker Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1, (\$8.27/hr.) to Department #160 (Maintenance), Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/11/14**; **Special Conditions:** Temporary assignment through 09/05/14; filling newly created position ratified at the April Salary Board meeting.

TEMPORARY NEW HIRE – In Department #520 (Children and Youth Services) of **Robin Hanahan**, Casework Intern, Temporary Part-Time, 24 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/17/14**; **Special Conditions:** Temporary assignment through 12/17/14; filling newly created position ratified at the June Salary Board meeting; of **Stephanie Lukasiak**, Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/16/14**; **Special Conditions:** Temporary assignment through 08/15/14; filling newly created position ratified at the June Salary Board meeting; of **Danielle Sweigert**, Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/16/14**; **Special Conditions:** Temporary assignment through 08/15/14; filling newly created position ratified at the June Salary Board meeting.

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

ROW OFFICES

Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

TEMPORARY NEW HIRE – In Department #270 (Sheriff's Department) of **Stephen Brundage**, Deputy Sheriff, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 07/07/14; Special Conditions:** Temporary assignment through 07/31/14; filling newly created position ratified at the July Salary Board meeting.

Approval of Revised Drug and Alcohol Policy – The revisions to the Drug and Alcohol policy have been reviewed by Campbell, Durant and Beatty and incorporate the regulations and requirements for CDL drivers as set forth by the Department of Transportation for testing and processing

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

Ratification of Re-Appointment of Tim Fogerty to ADR Panel – This is a three (3) year appointment and will be Mr. Fogerty's second term on the Venango County Alternative Dispute Resolution (ADR) Panel.

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

PLANNING COMMISSION:

There was no business to be conducted.

TWO MILE RUN COUNTY PARK:

Mr. Mihalic presented the Park Activities Report:

Park usage days through the end of June 2014 are at 848 compared to 813 for the same time period in 2013. For the first week of July 2014, including the holiday weekend, the usage days are 100 ahead of the same time period in 2013. Usage days include pavilions rented, campsites rented and houses rented.

The logging operation at Lockwood should be complete within the next two (2) weeks.

Run Between The Suns recently took place at the Park. For this event, participants run from sun-up to sun-down. Even though there were fourteen (14) less participants this year, the event went well.

The beach is having several events including a kayak scavenger hunt.

The mountain bike race is scheduled for August.

The Rocky Grove Invitational cross country meet is scheduled for October.

A Full Moon Night Hike is scheduled for Saturday, July 12.

COUNTY ADMINISTRATION:

The following item was presented for approval by Commissioner Brooks:

Presentation of Ordinance 2014-03 to Create the Venango County Land Bank Ordinance – To date the County has not received any public input concerning creating the Venango County Land Bank. The Commissioners are continuing to seek public input and the ordinance will be placed on public display in the Law Library, in the Planning Commission office and in the Commissioners’ Office. The Commissioners will also attend two meetings next week; one on Tuesday at 6:30pm in Conference Room 100 of the Courthouse Annex and one on Thursday at 7:00pm at the Sandycreek Township Municipal Building to further discuss the Venango County Land Bank Ordinance.

Commissioner Summers made a motion to approve placing the above ordinance on public display, seconded by Commissioner Witherup, aye all.

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

Approval of Bid Award for Debence Drive Road Improvement Project – The County has received the recommendation from JTM Engineering and the bid for the Debence Drive Road Improvement project is being awarded to Terra Works. The base bid amount is \$794,875. The alternate bid amount is \$175,000 which would be deducted from the base bid making the total bid \$619,875. One other bid was received from Glenn O. Hawbaker.

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

Approval of Certificate of Approval – Venango Industrial Development Authority – Child Development Centers, Inc. is planning a \$700,000 expansion to their Cranberry facility. To accomplish this, a bond issue for the project through the financing arm of the County’s economic development efforts, the Venango Industrial Development Authority, needs to be approved. The maximum amount of the proposed issuance is \$1,400,000. The tax-exempt bond includes \$700,000 for the building expansion and \$679,916 for the refinancing of existing debt. This is of no cost to the County and will add a 50-by-75-foot expansion to the building that will accommodate more pre-school aged children.

[**Side Note:** The final financing maximum was reduced to \$1,150,000 for this project due to the amount of debt being refinanced is approximately \$450,000.]

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

Approval of Act 13 – At-Risk Bridge Program – Cornplanter Township – This is for the repair and rehabilitation of a single-span bridge over Cherrytree Run on Harper Road. The total cost of the project is approximately \$85,000. The Act 13 – At-Risk Bridge Program is providing \$75,000 to this project from the Marcellus Legacy Funds.

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

The following item was presented for approval by Commissioner Brooks:

Ratification of Non-Disclosure Agreement with ZitoMedia – This is an agreement with ZitoMedia based in Potter County. The County is working with ZitoMedia on the 9-1-1 fiberoptic project and the County has agreed not to disclose ZitoMedia’s proprietary information.

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

The following item was presented for approval by Commissioner Witherup:

Approval of Resolution 2014-05 – In Support of the Lead Role of States in the Regulation of Carbon Dioxide Emissions from Existing Power Plants – This resolution shows the County’s support of individual states making decisions concerning EPA regulations surrounding the coal industry. Commissioner Summers agrees the decisions should be made on a local basis and agrees with the resolution in content. However, there is a piece of the resolution she does not agree with. This part has to do with the EPA allowing states to set less stringent performance standards and longer compliance schedules. Commissioner Summers would rather the resolution read so that the EPA allows states to work with the EPA to determine necessary performance standards and appropriate compliance schedules.

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

The following items were presented for approval by Commissioner Summers:

Approval to Take the Motion for the Appointment of Brenda Thoma to Workforce Investment Board Off of the Table – During the May 13, 2014 Commissioner Board Meeting this item was tabled due to the Workforce Investment Board not being able to contact Ms. Thoma prior to the meeting.

Commissioner Witherup made a motion to approve taking the above motion off of the table, seconded by Commissioner Summers, aye all.

Approval of Appointment of Brenda Thoma to Workforce Investment Board – This is a two (2) year appointment beginning July 1, 2014 and will be Ms. Thoma’s first term on the Workforce Investment Board.

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

The following items were presented for approval by Commissioner Brooks:

Approval of Termination of Jason Roeback from Workforce Investment Board – Due to Mr. Roeback no longer being employed with UMPC N/W, Mr. Roeback’s appointment on the Workforce Investment Board will be terminated.

Commissioner Witherup made a motion to approve the above board appointment termination,

seconded by Commissioner Summers, aye all.

Ratification of Re-Appointment of Richard Beith to Venango Industrial Development Authority Board – This is a five (5) year appointment beginning January 1, 2014 and will be Mr. Beith’s second term on the Venango Industrial Development Authority Board.

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

OTHER BUSINESS

Mr. Mihalic commented that the bridge replacement project on Cherrytree Road near the Conservation Office is slated to begin August 1. He had mentioned that they had spoken about changing the start date to after Labor Day, although he has not heard anything back concerning the start date. If this project is started August 1, we should let folks know, as this is a major way in and out of the Park.

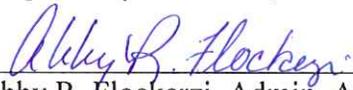
PUBLIC COMMENT

There was no public comment offered.

ADJOURNMENT

The meeting adjourned at 6:37pm upon a motion by Commissioner Summers and a second by Commissioner Witherup, aye all.

Respectfully submitted,


Abby R. Flockerzi, Admin. Assist.