

Reviewed by: _____

COMMISSIONER BOARD MINUTES
May 12, 2015

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	Rich Winkler, Solicitor
Diona Brick, Fiscal	Tim Dunkle, Public Safety
Bill Kresinski, MIS	Gerry McGuinness, Voter Registration
Rich Mihalic, Park	Karen Rupert, Human Services
Deborah Sharpe, Treasurer	Jillian Stephens, Human Resources
Albert "Chip" Abramovic, Public	Joe Irwin, Child Development Center
Rina Irwin, Child Development Center	Deb Lutz, Oil Region Alliance
Amber Nerlich, Child Development Center	Madison Nerlich, Child Development Center
Sheila Boughner, News Media	
Pastor Ed Saxman, Oakland United Methodist Church, Dempseytown	

The Election Board, 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 6:04 p.m.

APPROVE / AMEND COMMISSIONER BOARD AGENDA:

The following changes were made to the agenda: addition of Approval of Hicks Office Agreements under Row Offices; Approval of Seneca Resources Agreement and Hicks Office Agreement under Fiscal Administration; Approval of Shred-X of Erie Agreement under County Administration.

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

APPROVAL OF MINUTES FROM THE APRIL 14, 2015 MEETING:

Commissioner Summers made a motion to approve the minutes from the April 14, 2015 meeting, seconded by Commissioner Witherup, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

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

COURT ADMINISTRATION:

There was no business to be conducted.

ROW OFFICES:

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

Approval of Hicks Office Agreements – This is for four (4) lease agreements for new copiers. They include: District Justice Snyder at a cost of \$109.86 per month; Central Court at a cost of \$106.76 per month; Judge’s Chambers at a cost of \$131.81 per month; and the Law Library at a cost of \$123.86 per month. All leases are for sixty (60) months and include maintenance. All are budgeted items.

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

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

There was no business to be conducted.

HUMAN SERVICES:

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

NEW CONTRACTS 2014-16

Item 1: Verna Martin (ID)

Synopsis: Request Commissioner Approval to enter into a contract for the period May 12, 2015 to June 30, 2016 with Verna Martin to provide intellectual disability administrative entity support, carry out certified investigations, and do client chart reviews as authorized by MHDS. The Provider will be reimbursed \$25 per hour for services rendered. The above payment will be considered as payment in full for the services provided and is inclusive of all travel, meal and related expenses. Due to the limited scope of work to be provided, provider asks for waiver of \$3,000,000 professional liability coverage. \$1,000,000 of coverage will be in place. Local match will come from the existing match allocation.

NEW CONTRACTS 2014-15

Item 1: City of Oil City, Weed and Seed Hot Spots (SA)

Synopsis: Request commissioner approval to contract with the City of Oil City for the period May 1, 2015 through June 30, 2015 to reimburse for four coordinated trips for at risk youth that participate in the Weed and Seed Hot Spots located in the targeted areas in Oil City. There will be a trip to the Pittsburgh Zoo, Carnegie Science Center, and two trips to the Oil City YMCA. Maximum reimbursement for all expenses associated in these coordinated trips is \$4,453.00 and local match will come from the existing Substance Abuse match allocation.

ADDENDUMS TO EXISTING CONTRACTS 2014-2015

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

Synopsis: Request Commissioner Approval to amend the contract with Venango Training and Development Center Inc. for fiscal year 2014-15 to include Community Habilitation (2380- Level 3) at the rate of \$8.11 per 15 minute unit of service, as authorized by the County, retroactive to April 1, 2015. The required match will come from the existing match allocation.

Item 2: Lifeline Systems Company (AAA)

Synopsis: Request Commissioner Approval to amend the contract with Lifeline Systems Company, for fiscal year 2014-15 for the purpose of adding additional services to include AutoAlert Fall Detection Units (\$13.00 per client/month for Landline, \$43.00 per client/month for wireless), Medication Dispensers (\$50 per client/month), and GoSafe Mobile GPS Buttons (\$54.95 per client/month for Landline, \$64.95 per client/month for wireless), as authorized by the County. There will be additional charges associated with the GoSafe Mobile GPS Buttons that will include a \$149.00 mobile button purchase fee, \$40 installation fee and \$400 lost button fee per GPS. There is no match required from the County.

Item 3: Regional Counseling Center, Inc. (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with Regional Counseling Center, Inc. for fiscal year 2014-15 for the purpose of adding an additional service of Intensive Outpatient at the rate of \$35.91 per hour for individuals authorized by the county with no other means of payment. This addendum is retroactive to April 1, 2015. The required match will come from the existing match allocation.

Item 4: Keystone SMILES Community Learning Center (SA)

Synopsis: Request commissioner approval to amend the contract for fiscal year 2014-15 with Keystone SMILES for the purpose of extending the contract for the period of October 1, 2014 through June 30, 2015. The County will reimburse Keystone SMILES an additional \$2,500 for expenses associated with the HOUSE OF TRADES SOS Initiative program. The local match will come from the existing Substance Abuse match allocation.

EXTENSIONS TO EXISTING CONTRACTS 2014-15

Item1: Crawford Area Transportation Authority (MATP/AAA)

Synopsis: Request Commissioner Approval to amend the contract with Crawford Area Transportation Authority entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide transportation services for Venango county residents as authorized by the county based upon a shared ride zoned fare structure. Costs

range from \$13.30 to \$41.65 per trip. Out of county medical trips will be billed at \$2.15 per live mile for two way trips and \$4.30 per live mile for one way trips. There is no local match.

Item 2: Wilson, Thompson & Cisek (CYS)

Synopsis: Request Commissioner Approval to amend the contract with Wilson, Thompson & Cisek entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to act as Solicitor for Venango County Children, Youth and Family Services, as authorized by the County. All services provided to Venango County Children, Youth and Family Services as its solicitor will be billed at \$100.00 per hour. A rate of \$50.00 per hour will be reimbursed to the Provider for travel and training hours that are required in order to fulfill the requirements of this contract. The required match will come from the existing match allocation.

Item 3: Virginia Sharp (AAA)

Synopsis: Request Commissioner Approval to amend the contract with Virginia Sharp entered into on January 1, 2015 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide legal assistance, counseling and representation to older persons to understand, secure, protect or expand their legal rights as authorized by the County. The provider will be reimbursed \$125 per hour. A Provider requests a waiver in the amount of general liability insurance required to \$1,000,000. There is no match associated with the contract.

Item 4: CS Technologies Plus (AAA)

Synopsis: Request Commissioner Approval to amend the contract with CS Technologies Plus entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to provide Standard Personal Emergency Response systems (\$29.00/month), additional PERS pendant (\$11.00/ month), emergency wall communicators (\$11.00/ month), and vault lock box (\$35.00 one-time charge) for Venango County residents, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

Item 5: Titusville Area Senior Citizens Corporation (AAA)

Synopsis: Request Commissioner Approval to amend the contract with Titusville Area Senior Citizens Corporation entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide senior center services at a rate of \$11.00 per day to older individuals, as authorized by the County. There is no match required from the County.

Item 6: Susquehanna Software, Inc. (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with Susquehanna Software, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide technical assistance and quarterly CCRI submissions for the MH system. The Provider will be reimbursed \$4,200 per quarter for technical support, \$1,500 per

quarter for CCRI submissions, and \$95 per hour for custom programming, with the increased rates beginning July 1, 2015. The required match will come from the existing match allocation.

Item 7: Seneca Medical Center (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with Seneca Medical Center entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide on-call support to Venango County Crisis Intervention Services during evening, weekend, and Holiday hours at the reimbursement rate of \$1,000.00 per month. The local match requirement will come from the existing match allocation.

Item 8: Franklin Police Department (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with The Franklin Police Department entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide emergency transportation of individuals originating within the Franklin limits to the UPMC-Northwest Medical Center in Seneca PA, as authorized by the County. The County will reimburse the Provider for any overtime costs associated with this transportation at a rate of 1.5 times the actual hourly pay of the Officer. The local match requirement will come from the existing match allocation.

Item 9: Oil City Police Department (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with The Oil City Police Department entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide emergency transportation of individuals originating within the Oil City limits to the UPMC-Northwest Medical Center in Seneca PA, as authorized by the County. The County will reimburse the Provider for any overtime costs associated with this transportation at a rate of 1.5 times the actual hourly pay of the Officer. The local match requirement will come from the existing match allocation.

Item 10: Borough of Sugarcreek Police Department (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with The Borough of Sugarcreek Police Department entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will continue to provide emergency transportation of individuals originating within the Sugarcreek Borough limits to the UPMC-Northwest Medical Center in Seneca PA, as authorized by the County. The County will reimburse the Provider for any overtime costs associated with this transportation at a rate of 1.5 times the actual hourly pay of the Officer. The local match requirement will come from the existing match allocation.

OTHER ITEMS:

Item 1: Approval of CYFS Resource Family Agreements (CYS)

Request Commissioner Approval to enter into a Resource Family Agreement for the Foster/ Kinship Care Program, as authorized by the County.

Item 2: Sublease Rental Agreement between Venango County and an individual identified by Venango County MHDS. MHDS

Synopsis: Request Commissioner approval to enter into a sub-lease agreement with an individual identified by Venango County MHDS for a property located in Franklin that is zoned for apartment living. The agreement will be in effect April 13, 2015 through October 31, 2015. 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 this lease agreement.

Item 3: Approval of Appointment to Venango County Area Agency on Aging Advisory Council (AAA)

Request Commissioner Approval to appoint Verna Martin to a three-year term on the Area Agency on Aging Advisory Council effective May 1, 2015 to fill an existing vacancy.

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	SP041015	\$ 1,800.00	Non-Human Services Warrant
Warrant	41715	\$ 607,713.43	Non-Human Services Warrant
Warrant	HS041715	\$ 333,270.90	Human Services Warrant
Warrant	SP041415	\$ 15,708.69	Non-Human Services Warrant
Warrant	HS042015	\$ 322.00	Human Services Warrant
Warrant	HS042415	\$ 94,714.38	Human Services Warrant
Warrant	42415	\$ 1,366,119.01	Non-Human Services Warrant
Warrant	SP042315	\$ 2,400.00	Non-Human Services Warrant
Warrant	HS050115	\$ 186,104.29	Human Services Warrant
Warrant	50115	\$ 200,870.23	Non-Human Services Warrant
Warrant	SP042715	\$ 2,905.22	Non-Human Services Warrant
Warrant	SP043015	\$ 66.50	Non-Human Services Warrant
Warrant	SP050415	\$ 1,000.00	Non-Human Services Warrant
Warrant	50815	\$ 153,312.56	Non-Human Services Warrant
Warrant	HS050815	145,834.97	Human Services Warrant
Warrant	SP050515	\$ 25,567.44	Non-Human Services Warrant
Warrant	SP050615	\$ 283.00	Non-Human Services Warrant
Warrant	SP050815	\$ 34,246.82	Non-Human Services Warrant
TOTAL		\$ 3,172,239.44	

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

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

Approval of Budget Transfer – A Budget Transfer was requested in the amount of \$25,000.00 to increase the Impact Fees Fund budget for the Down’s Building Phase 1.

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

Approval of Agreement with Seneca Resources Corporation – This agreement will allow the County to receive and share fly-over data (mapping data) collected by the energy company. This data will be used by the Assessment office. The cost of this agreement is \$14,000.00.

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

Approval of Hicks Office Agreements – This includes two (2) lease agreements for new copiers. The agreements include copiers being placed in the basement of the Courthouse at a cost of \$239.45 per month and the third floor of the Courthouse Annex at a cost of \$239.45 per month. Both leases are for sixty (60) months and include maintenance.

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

Approval of IMPAQ Contract – This is a contract for IMPAQ to conduct evaluation services on the Workforce Innovation Fund grant. The cost of this contract is \$450,039.00.

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

HUMAN RESOURCES:

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

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **David Corle**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 05/11/15; Special Conditions:** Filling existing vacancy; action to be ratified at the June Prison Board meeting. In Department #405 (Airport) of **Jeffrey Chrispen**, Maintenance Worker III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 10, **effective 04/21/15; Special Conditions:** Filling existing vacancy. In Department #530 (PIC Unit) of **Traci Kaufman**, Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7, **effective 05/06/15; Special Conditions:** Filling existing vacancy; of **Scott Pitzer**, Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7, **effective 04/27/15; Special Conditions:** Filling existing vacancy. In Department #531 (Human Service Clerical) of **Gloria Harry**, Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6, **effective 04/20/15; Special Conditions:** Filling existing vacancy.

PROMOTION – In Department #530 (PIC Unit) of **Katherine Speerstra** from Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 to Casework Supervisor, Exempt Full-Time, Exempt Pay Grade 3, **effective 05/11/15; Special Conditions:** Filling existing vacancy. In Department #531 (Human Service Clerical) of **Cara Rowland** from Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6 to Department Clerk III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8, **effective 04/06/15; Special Conditions:** Filling existing vacancy.

OUT OF CLASS COMPENSATION – In Department #520 (Children & Youth) of **Sherry McCauley**, Caseworker II, Full-Time, 80 hours/pay from Non-Union Hourly Pay Grade 6 (\$15.7515/hr.) to Non-Union Hourly Pay Grade 6 (\$18.7293/hr.), **effective 04/27/15; Special Conditions:** Additional compensation while performing higher level duties of Casework Supervisor through August. In Department #530 (PIC Unit) of **Katherine Speerstra**, Caseworker III, Full-Time, 80 hours/pay from Non-Union Hourly Pay Grade 7 (\$15.8235/hr.) to Non-Union Hourly Pay Grade 7

(\$18.7293/hr.), **effective 05/04/15; Special Conditions:** Additional compensation while performing higher level duties of Casework Supervisor through May 8, 2015.

VOLUNTARY DEMOTION/TRANSFER – In Department #530 (PIC Unit) of **Kirk Morrison**, from Casework Supervisor, Exempt Full-Time, Exempt Pay Grade 3 to Department #520 (Children & Youth), Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 05/11/15; Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #305 (Prison) of **Scot Sampsell**, Corrections Monitor, AFSCME Position, Part-Time On-Call, 7 hours/pay, **effective 02/18/15; Special Conditions:** Action ratified at the May Prison Board meeting. In Department #580 (Transportation) of **Kenneth Ramsey**, Bus/Van Driver, SEIU Position, Part-Time, 50 hours/pay, **effective 11/26/14;** of **Ralph Semprevivo**, Bus/Van Driver, SEIU Position, Part-Time, 50 hours/pay, **effective 03/05/15;** of **Jack Slater**, Bus/Van Driver, SEIU Position, Full-Time, 80 hours/pay, **effective 04/03/15.**

SEPARATION OF EMPLOYMENT – In Department #305 (Prison) of **Dennis Brink**, Corrections Officer, **effective 05/08/15; Special Conditions:** Action ratified at the May Prison Board meeting; of **Andrew Riddle**, Corrections Officer, **effective 05/22/15; Special Conditions:** Action ratified at the May Prison Board meeting. In Department #520 (Children & Youth) of **Allison Myers**, Caseworker II, **effective 05/15/15;** of **Molly Stanley**, Caseworker II, **effective 04/24/15.** In Department #530 (PIC Unit) of **Richard Rodgers**, Caseworker III, **effective 05/01/15.**

EXTENSION OF TEMPORARY ASSIGNMENT – In Department #520 (Children & Youth Services) of **Glenda Fulmer**, Casework Intern, Temporary Part-Time, 48 hours/pay, Non-Union Hourly Pay Grade 1, **effective 05/11/15; Special Conditions:** Assignment extended through May, 2016.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

LATERAL TRANSFER – In Department #509 (Human Service Fiscal) of **Patricia Henderson** from Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6 to Department #531 (Human Service Clerical) Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6, **effective 04/13/15; Special Conditions:** Filling newly created position ratified at the May Salary Board meeting.

CORRECTION TO 04/14/15 HR COMMISSIONER BOARD AGENDA

PROMOTION – In Department #520 (Children & Youth) of **Amanda Sheffer**, from Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 to Program Specialist, Full-Time Exempt, Exempt Pay Grade 3, **effective 04/06/15; Special Conditions:** Filling existing vacancy.

Note: “to” Pay Grade should reflect Exempt Pay Grade 2.

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

ROW OFFICES
Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

TRANSFER / PROMOTION – In Department #235 (DJ 3-3) of **Adrienne Moffatt** from District Judge Secretary, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 2 to Department #260 (District Attorney), Legal Secretary II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 3, **effective 05/13/15; Special Conditions:** Filling existing vacancy.

RATE ADJUSTMENT – In Department #205 (Courts) of **Kyle Peasley**, Law Clerk, Exempt Full-Time from Legal Exempt Pay Grade 1 to Legal Exempt Pay Grade 2, **effective 04/10/15; Special Conditions:** Passed the PA Bar exam.

END OF PROBATION – In Department #240 (DJ 3-4) of **Chelsey O’Neil**, District Judge Secretary, Full-Time, 70 hours/pay, Non-Union Hourly Pay Grade 2, **effective 04/27/15.**

SEPARATION OF EMPLOYMENT – In Department #270 (Sheriff’s Office) of **M. Paul Lehman**, Deputy Sheriff, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 05/21/15.**

SEPARATION OF EMPLOYMENT – RETIREMENT – In Department #210 (Domestic Relations) of **Denise Swartz**, Deputy Director, Exempt Full-Time, Exempt Pay Grade 2, **effective 05/15/15.**

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

TEMPORARY NEW HIRE – In Department #270 (Sheriff’s Office) of **Melissa Crispin**, Deputy Sheriff, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 05/04/15; Special Conditions:** Temporary assignment through 05/21/2015. Filling newly created position ratified at the May Salary Board meeting.

PLANNING COMMISSION:

There was no business to be conducted.

TWO MILE RUN COUNTY PARK:

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

Approval of Contract with Miller Construction – This contract with Miller Construction is for new metal roofing on the Pioneer Flats and Daniel Boone pavilions. The cost of the Daniel Boone pavilion will be \$1,335.00 and the cost of the Pioneer Flats pavilion will be \$2,990.00.

Commissioner Witherup made a motion to approve the above contract, pending receipt of the Certificate of Insurance and inclusion of the Workers Compensation and Employers’ Liability, seconded by Commissioner Summers, aye all.

Mr. Mihalic presented the Park Activities Report:

The campground will open this weekend. The full-hookup sites are sold out.

The Fish and Boat Commission approval has been received for the Boat Races that will be held Saturday and Sunday of Memorial Day weekend.

All full-hookup sites and sites available to be reserved are already sold out for the Memorial Day weekend at the campground.

COUNTY ADMINISTRATION:

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

Certificate of Approval for Child Development Center, Inc. – This certificate of approval is for up to \$1.4 million in tax-exempt financing through the Venango Industrial Development Authority (VIDA) for the Child Development Centers, Inc., which has torn down its old office building along 11th Street in Franklin to make room for a 5,000 square foot addition to the nearby pre-school building. The addition will include two (2) new classrooms and a maintenance garage. By approving this financing, the County assumes no liability for the debt.

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

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

Approval of Service and Repair Order with Otis United Technologies – This agreement with Otis United Technologies is to install a new door on the Courthouse elevator, the Otis AT400. The cost will be \$14,000.00. Otis United Technologies will also install an OPTIGUARD Door Protection System. This is a solid-state infrared passenger protection system that will create an invisible safety curtain across the elevator entrance. In any beam in the curtain is interrupted; the system will reopen the elevator door. The cost of the OPTIGUARD Door Protection System is \$2,000.00.

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

Approval of Agreement with Baker & Bellis Auctioneers – This agreement is for the annual County auction that is held each year. This year the auction is tentatively scheduled to be held on September 21, 2015 at 110 Route 62, Franklin, Pennsylvania. Baker and Bellis will serve as auctioneers at a cost of 10% of the personal property sold. There is a fee of \$11 per person per hour for labor pre-auction set-up and auction day and a \$100 fee for a port-a-john (if needed).

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

Approval of Shred-X of Erie Agreement – This agreement covers the disposal of some of the old files stored on the third floor at Sugar Valley Lodge.

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

OTHER BUSINESS

Ms. Jones reminded everyone that Tuesday, May 19th is Election Day. The polls will be open from 7:00 a.m. until 8:00 p.m. on Election.

PUBLIC COMMENT

There was no other business conducted.

ADJOURNMENT

The meeting adjourned at 6:21 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,

Abby R. Flockerzi, Admin. Assist.