

Reviewed by: TB  
W  
AA

**COMMISSIONER BOARD MINUTES**  
**April 12, 2016**

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

Commissioner Timothy Brooks  
Commissioner Albert Abramovic  
Shelly Hartle, Interim Chief Clerk  
Abby Flockerzi, Administrative Assistant  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
Jayne Romero, Human Services  
Jillian Stephens, Human Resources  
Tim Geibel, CATA  
Connie Shull, Public

Commissioner Vince Witherup  
Denise Jones, Chief Clerk/County Administrator  
Rich Winkler, Solicitor  
OC Bell, Airport  
Tim Dunkle, Public Safety  
Gerry McGuinness, Voter Registration  
Jason Ruggiero, Planning  
  
Jim Waugh, Cherrytree Township Supervisor  
Sheila Boughner, News Media

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 6:12 p.m.

**APPROVE / AMEND COMMISSIONER BOARD AGENDA:**

The following changes were made to the agenda: addition of Approval of Two Family Resource Agreements under Human Services and removal of Approval of Resolution 2016 – 08 – Approving the Transfer and Assignment of All Assets of the Housing Authority of the County of Venango to the Housing Authority of the City of Oil City under County Administration.

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

**APPROVAL OF MINUTES FROM THE MARCH 8, 2016 MEETING:**

Commissioner Abramovic made a motion to approve the minutes from the March 8, 2016 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:**

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

Approval of Service Agreement SBM Electronics, Inc. – This maintenance agreement with SBM Electronics is for the maintenance of three court recording units. The cost of this agreement is \$3,598.50. It is a one (1) year contract.

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

**ROW OFFICES:**

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

Ratification of Lease Agreement with Enterprise FM Trust – Sheriff’s Office – This five (5) year lease agreement is for a 2016 Dodge truck to be used for the Sheriff’s K-9, Baxter. This lease will be funded through donations. No County tax dollars will be used toward the funding of this lease.

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

Commissioner Brooks noted that the Animal Cruelty officer position that was previously operating in Venango County under a different entity is no longer able to operate under that entity. Therefore, the Sheriff and the District Attorney have collaborated to have a Sheriff’s Deputy complete training to learn how to properly handle cases of animal cruelty.

**PRISION:**

There was no business to be conducted.

**COMMUNITY SERVICES ADMINISTRATION:**

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

Approval of Hanger lease with Travis S. and Shane D. Reynolds – This is a standard hangar lease for \$131.44 per month.

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

Approval of Bid Award to Dennis Baker Construction for Hangar Aircraft Apron Construction, Hangar Number 2 – This is a bid for the replacement of an existing hangar aircraft parking apron and office sidewalk at the Venango Regional Airport, Hangar Number 2. The Aircraft Apron is approximately 1,600 square feet and the office sidewalk is approximately 130 square feet. Dennis Baker Construction submitted the lowest bid at \$23,950.

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

Ratification of Service Agreement with Time Warner Cable – This agreement is for telephone, wireless internet and basic cable television service at the airport terminal. This is a 36 month service agreement at a cost of \$344.91 per month for a total of \$4,139.16 per year and a total of \$12,417.48 for the duration of the service agreement.

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

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

Approval of Agreement for Service with Emerson Network Power – This is for the County 911 Building located at 1052 Grandview Road in Oil City. This contract covers the timeframe of June 1, 2016 through May 31, 2017. This contract covers essential service and preventive maintenance service at a cost of \$3,650.40.

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

Approval to Re-Issue Hazard Mitigation Plan Resolution #2015-16 – There was a discrepancy with PEMA and FEMA and the timeframes of this resolution. We approved this before PEMA so this needs to be re-issued.

Commissioner Witherup made a motion to approve the re-issuing the above resolution, seconded by Commissioner Abramovic, aye all.

Approval of Proclamation – National Public Safety Telecommunicator’s Week – This proclamation honors Public Safety Telecommunicators for their compassion, understanding and professionalism during the performance of their job in the past year.

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

Ratification of Federal Fiscal Year 2016 Hazardous Material Emergency Preparedness Grant Agreement – This grant is through PEMA which reimburses the County for the cost of training and planning for the year.

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

### **HUMAN SERVICES:**

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

### **CONTINUATION CONTRACTS 2015-2016**

#### **Item 1: NHS Pennsylvania** (MH)

**Synopsis:** Request Commissioner approval to continue to contract with NHS Pennsylvania for the period March 1, 2016 through June 30, 2017 to provide Long-Term Structured Residence at the rate of \$33.12 per day for Venango County individuals as authorized by the County. The required match will come from the existing match allocation.

**Item 2: Stepping Stones Unit @ Meadville Medical Center**

**Synopsis:** Request Commissioner approval to continue to contract with Stepping Stones for the period 3/1/16 through 6/30/16 for the purpose of providing short term hospital rehabilitation at the cost of \$515 per day and medically managed detox at the rate of \$542 per day. These services will be provided at the Stepping Stones Unit @ Meadville Medical Center. There is no local match requirement.

**CONTRACT ADDENDUMS 2015-16**

**Item 1: Venango Training and Development Center** MHDS

**Synopsis:** Request Commissioner approval to amend the contract for fiscal year 2015-2016 with Venango Training and Development Center for the purpose of funding three scholarships for Venango County residents to attend the provider's Summer Jam program. The maximum to be paid to the provider for this program is \$6,000 and the local match will come from the existing match allocation.

**CONTINUATION CONTRACTS 2016 – 2017**

**Item 1: George M. Yute** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with George M. Yute for the period of July 1, 2016 through June 30, 2017 to provide Physical Therapy and evaluations for EI clients, as authorized by the Venango County Early Intervention Program, at the rate of \$31.76 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 2: Next Step Therapy** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with Next Step Therapy, Inc. for the period July 1, 2016 through June 30, 2017 to provide Physical, Speech and Occupational Therapy and evaluation for Venango County children as authorized by the County at the rate of \$31.76 per 15 minute unit of service and Special Instruction at the rate of \$27.99 per 15 minute unit of service. The rates are set by the Pa Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 3: Radio Adventures Corp (dba: CS Technologies Plus)** OAS

**Synopsis:** Request Commissioner approval to continue to contract with Radio Adventures Corp for the period July 1, 2016 through June 30, 2017 to provide 911 Pendent Monitoring at the rate of \$29 per month for Venango County older adults as authorized by the County. There is no match associated with this service.

**OTHER ITEMS:**

**Item 1: Letter of Support for Senior Center Grant Opportunity** (OAS)

Request the Commissioners sign a letter of support for a grant opportunity in the amount of \$25,000 for Senior Center upgrades to be submitted by Community Services of Venango County, Inc.

**Item 2: Approval of CYFS Resource Family Agreements (CYS)**

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

**Item 3: Approval to enter into a data exchange agreement with DHS**

Request Commissioner approval to enter into a Data Sharing Agreement to facilitate the appropriate exchange of data between state and county Child Welfare Systems.

**Item 4: Weatherization/Crisis contract with Warren-Forest Counties Economic Opportunities Council, Inc.**

Request Commissioner approval to enter into a contract with Warren-Forest Counties Economic Opportunities Council to be reimbursed for crisis services provided to low-income Venango County residents for the period retroactive to November 2, 2015 through May 31, 2016. The maximum amount of reimbursement to be paid to the County will be \$107,440 of which \$69,955 will be set aside for jobs. There is no local match requirements.

**Item 5: Pennsylvania Department of Aging Cooperative Agreement**

Request Commissioner approval to enter into a cooperative agreement with the Pennsylvania Department of Aging for the period beginning July 1, 2016 though and including June 30, 2021.

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

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

**Item 6: Resolution for local match funds for state operating financial assistance (transportation)**

Request the Commissioners sign a resolution certifying the provision of local matching funds in the amount of \$26,621 pursuant to 74 Pa. C.S. Section 1513 for Fiscal Year 2016-17. This resolution relates to funding for the transportation program.

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

**Item 7: Board Resolution to File Application and to Certify Local Match for Consolidated Capital Grant Application (transportation)**

Request the Commissioners sign a resolution certifying the request of state funds of \$34,839 of Section 1514 state discretionary trust funds and the applicable match funds of no more than \$1,161 for said funds for fiscal year 2016-2017. This resolution relates to funding for the transportation program.

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

**FINANCE ADMINISTRATION:**

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

031116	134,731.14	Non-Human Service Warrant
HS031116	217,317.84	Human Service Warrant
SP030916	1703.78	Non-Human Service Warrant
HS030916	425.95	Human Service Warrant
031816	514,081.35	Non-Human Service Warrant
HS031816	222,173.45	Human Service Warrant
SP031616	85.50	Non-Human Service Warrant
HS031516	8.82	Human Service Warrant
HS032416	144,612.81	Human Service Warrant
032416	213,739.91	Non-Human Service Warrant
SP032116	2,375.00	Non-Human Service Warrant
SP032416	2,400.00	Non-Human Service Warrant
HS032316	1,044.00	Human Service Warrant
SP032916	250.00	Non-Human Service Warrant
HS040116	95,639.54	Human Service Warrant
040116	353,336.82	Non-Human Service Warrant
HS033016	1,000.00	Human Service Warrant
SP033016	41.82	Non-Human Service Warrant
040816	143,330.59	Non-Human Service Warrant
HS040816	261,686.96	Human Service Warrant
SP040516	103.50	Non-Human Service Warrant
SP040616	338.70	Non-Human Service Warrant
	<b>Total: 2,310,427.48</b>	

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

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

Approval of Budget Transfer – This budget transfer is in the amount of \$4,043 from Contingency to Land Bank and the purpose will be explained in greater under item d.

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

Approval of Contract with Route 8 Storage – This contract is for a portable storage unit to be placed at Judge Kirtland’s office. This unit is needed due to water damage that occurred in February and the unit is only temporary. The cost of the unit is \$144 per month.

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

Approval to Enter into Agreement with Venango County Land Bank to Purchase Up to Six (6) Properties at 2016 Judicial Sale – This agreement is to purchase up to two (2) properties in Rouseville, three (3) properties in Franklin, and one (1) property in Oil City at the 2016 Judicial Sale. The purpose is to work with the municipalities to, at some point, remove blight.

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

Approval of Accurant for Government – Lexis Nexis Risk Data Management, Inc. – This is to satisfy the legal requirement to search for better addresses for customers that do not sign for their notices when we are putting properties through tax sale. This subscription covers multiple records at one time. The cost of this is \$1,560 and runs from April 1, 2016 through March 31, 2017.

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

### **Fiscal Agent for NW Workforce Development Board (NWWDB)**

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

Approval of Data Sharing Agreement Modification – This specifically applies to the Workforce Innovation Fund Grant. This changes a few dates within the original document.

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

Approval of Entrepreneurial Learning Initiative – This provides for on-site Ice House facilitator training. This is to put individuals in the mind set of entrepreneurship.

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

Approval of WIN Agreement – This is for software for testing that goes on at each of the CareerLinks®.

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

## **Fiscal Agent for Northwest Pennsylvania Emergency Response Group (NWPAERG)**

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

Approval of Service Agreement with Edisa Berberkic – This contract is for program management of the task force.

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Abramovic, 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 #160 (Maintenance) of **Melvin Britton**, Maintenance Worker II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8, **effective 04/05/16; Special Conditions:** Filling existing vacancy. In Department #531 (Human Service Clerical) of **Debra Rhome**, Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6, **effective 03/30/16; Special Conditions:** Filling existing vacancy. In Department #580 (Transportation) of **John Frederick**, Bus/Van Driver, SEIU Position, Part-Time, 50 hours/pay, SEIU Pay Grade 9, **effective 03/22/16; Special Conditions:** Filling existing vacancy; of **Samuel Posey**, Bus/Van Driver, SEIU Position, Part-Time, 50 hours/pay, SEIU Pay Grade 9, **effective 03/16/16; Special Conditions:** Filling existing vacancy.

**PROMOTION** – In Department #520 (Children & Youth) of **William VanBeek** from Caseworker I, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 5 to Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 03/14/16; Special Conditions:** Filling existing vacancy.

**END OF PROBATION / PROMOTION** – In Department #520 (Children & Youth) of **Leah Heckathorn** from Caseworker I, Probationary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 5 to Caseworker II, Regular Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 03/28/16.**

**RATE ADJUSTMENT** – In Department #305 (Prison) of **Luke Curik**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay **from** AFSCME Pay Grade 11 (\$9.38 / hr.) **to** AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting; of **Evan Huff**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay **from** AFSCME Pay Grade 11 (\$9.38 / hr.) **to** AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting; of **Tyler Lockhart**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay **from** AFSCME Pay Grade 11 (\$9.38 / hr.) **to** AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting; of **Theresa McDowell**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay **from** AFSCME Pay Grade 11 (\$9.38 / hr.) **to** AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting; of **Christina**

**Rice**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay from AFSCME Pay Grade 11 (\$9.38 / hr.) to AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting; of **Michael Rossman**, Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay from AFSCME Pay Grade 11 (\$9.38 / hr.) to AFSCME Pay Grade 11 (\$11.25 / hr.), **effective 04/10/16; Special Conditions:** Action to be ratified at the May Prison Board meeting.

**LATERAL TRANSFER** – In Department #540 (MH/DS) of **P. Brian Gotses** from MH/DS Senior Program Specialist, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 3 to Department #520 (Children & Youth), Quality Assurance Senior Program Specialist, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 3, **effective 04/04/16; Special Conditions:** Filling existing vacancy.

**INCREASE IN HOURS / CHANGE IN STATUS** – In Department #325 (911 Center) of **Caleb Wilson** from Telecommunicator I, Part-Time, 40 hours/pay, Non-Union Hourly Pay Grade 3 to Telecommunicator I, Full-Time, 80 hours/pay, Non-Union Hourly Pay grade 3, **effective 04/10/16; Special Conditions:** Filling existing vacancy. In Department #580 (Transportation) of **Thomas McMahon** from Bus/Van Driver, Part-Time, 50 hours/pay, SEIU Pay Grade 9 to Bus/Van Driver, Full-Time, 80 hours/pay, SEIU Pay Grade 9, **effective 03/14/16; Special Conditions:** Filling existing vacancy.

**END OF PROBATION** – In Department #125 (Public Defender) of **Allison Hartle**, Assistant Public Defender, **effective 04/13/16**. In Department #190 (Planning) of **Sarah McGuinness**, Planner I, **effective 04/05/16**. In Department #305 (Prison) of **Evan Huff**, Corrections Officer, AFSCME Position, **effective 04/11/16; Special Conditions:** Action to be ratified at the May Prison Board meeting. In Department #520 (Children & Youth) of **Abigail Simcheck**, Caseworker II, **effective 03/28/16**.

**SEPARATION OF EMPLOYMENT** – In Department #305 (Prison) of **Nicholas Rowland**, Corrections Officer, AFSCME Position, **effective 03/10/16; Special Conditions:** Action ratified at the April Prison Board meeting; of **Jessica Stewart**, Corrections Officer, AFSCME Position, **effective 03/10/16; Special Conditions:** Action ratified at the April Prison Board meeting. In Department #325 (911 Center) of **Vanessa Stoffer**, Telecommunicator I, **effective 03/25/16**. In Department #520 (Children & Youth) of **Christopher Colflesh**, Caseworker II, **effective 03/31/16**. In Department #580 (Transportation) of **Michele Ochalek**, Dispatcher, SEIU Position, **effective 03/23/16**.

**CORRECTIONS TO 03/08/16 COMMISSIONER BOARD AGENDA:**

**PROBATIONARY NEW HIRE** – In Department #110 (Commissioners') of **Shelly Hartle**, Chief Clerk, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 8, **effective 02/29/16; Special Conditions:** Filling newly created position ratified at the March Salary Board meeting; Temporary assignment to last through May 31<sup>st</sup> to account for training period. Upon completion of training period, employee will fill existing Chief Clerk vacancy.

**Note:** Pay grade should reflect Exempt Pay Grade 6.

**POSITION REALLOCATION** – In Department #325 (911 Center) of **Mark Seigworth** from 911 Center Monitor, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 to Deputy Director of Public Safety, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 8, **effective 02/29/16; Special Conditions:** Filling newly created position ratified at the March Salary Board meeting.

**Note:** Action should reflect "Position Reallocation/Rate Adjustment". Rate change from \$17.2928/hr. to \$17.9845/hr.

**PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:**

**POSITION REALLOCATION** – In Department #531 (Human Service Clerical) of **Melanie Coon** 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 03/14/16; Special Conditions:** Filling newly created position ratified at the April Salary Board meeting.

Commissioner Abramovic 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:**

**PROBATIONARY NEW HIRE** – In Department #205 (Courts) of **Christy McCann**, Legal Secretary II – Central Court/MDJ, Part-Time, 48 hours/pay, Non-Union Hourly Pay Grade 3, **effective 04/04/16; Special Conditions:** Filling existing vacancy. In Department #225 (MDJ Office 03-01) of **Erica Giles**, Legal Secretary II – MDJ, Full-Time, 75 hours/pay, Non-Union Hourly Pay Grade 3, **effective 03/21/16; Special Conditions:** Filling existing vacancy. In Department #240 (MDJ Office 03-04) of **Crystal Nelson**, Legal Secretary II – MDJ, Full-Time, 75 hours/pay, Non-Union Hourly Pay Grade 3, **effective 04/04/16; Special Conditions:** Filling existing vacancy.

**END OF PROBATION** – In Department #310 (Court Supervision Services) of **Melanie Smith**, Community Based Juvenile Probation Officer, **effective 03/23/16.**

**PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:**

**PROMOTION** – In Department #205 (Courts) of **I. Christine Ralston** from Legal Secretary II, Temporary Part-Time, 24 hours/pay, Non-Union Hourly Pay Grade 3 to Central Court Coordinator, Temporary Full-Time, 70 hours/pay, Non-Union Hourly Pay Grade 4, **effective 04/11/16; Special Conditions:** Temporary assignment covering a leave of absence to last no longer than 06/03/16. Filling newly created position ratified at the April Salary Board meeting.

Ratification of Memorandum of Agreement Between Venango County and SEIU / PSSU Local ^^\* (Union) – This acknowledges the County has fulfilled the bargaining obligations regarding the subcontracting of Transportation.

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

**PLANNING COMMISSION:**

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

Approval of Bid Award to Environmental Coordination Services and Recycling (ECS&R) for Household Hazardous Waste Collection and Computer and Electronic Material Collection – This bid award is for ECS& R of Cochran, Pennsylvania to conduct quarterly household hazardous waste consumer electronic collection events for the County. These events will be held at the Cranberry Mall.

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

Approval of Cocca Development Escrow Agreement – Cocca Development is the developer of the Cranberry Retail Plaza. This is an escrow agreement that will satisfy the municipal planning code requirements of a performance guarantee. The Commissioners will be one party to the agreement and the developer will be the other party with Farmers National Bank of Canfield holding the amount of \$406,242.56. This is essentially a line of credit.

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

Approval of Review Fee Reimbursement Agreement for Stephen C. and Joseph S. Dresko – This agreement states that both the landowner and the County acknowledge that the County will incur costs and fees relating to the review of the landowner's Stormwater Management Plan by its professional consultants, and the landowner agrees to pay and/or reimburse the County for such costs. This agreement calls for the landowner to deposit \$2,500.00 in an escrow account as security for the payment of all costs, expenses, charges and fees. Stephen C. and Joseph S. Dresko are proprietors of Seneca Motors and are developing a parking lot for their sales business.

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

Approval of Appointment of Richard Burchfield to the Venango County Planning Commission – This appointment is for an unexpired term of a former Board member. The initial term will expire on December 31, 2019 and will fill an Elected seat on the Board. One Elected seat still remains open after this appointment.

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

**TWO MILE RUN COUNTY PARK:**

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

Approval of Proposal for Outlet Works Repair Designs – This proposal is with Schnabel Engineering, Inc. for dam repair work designs. The cost will be \$23,000.

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

The following items were presented for approval by Commissioner Brooks:

Approval of Management Agreement with Oil city YMCA for Management of Beach and Concession Stand within the Park – This is a five (5) year agreement that starts in January 2016 and ends in December 2020. Everyone has been happy with this agreement in the past.

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

Approval of Adopt-A-Pavilion Project Agreements:

- Franklin Eagles Club #328 – Lakeside Pavilion
- Franklin VFW Post #1835 – Mackey & Pioneer Pavilions
- Oil City Eagles Club #283 – Beachside Pavilion
- Pulaski Club – Chipmunk Pavilion
- Kris Miller Construction – Woodchuck Pavilion
- Franklin Moose #83 – Frey Family Patio Pavilion
- Jeffrey Family – Lakes Edge Pavilion
- Pin Oak Village – The Fishing Pier and Big Rock Pavilions

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

Commissioner Brooks also thanked the Franklin Elks Lodge #110 for providing the funding for a new dock to be installed at Crosby Beach in 2016 and the Franklin Eagles Club #328 for providing funding to refurbish the restroom at Pioneer Flats.

#### **COUNTY ADMINISTRATION:**

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

Approval of Contract with Tyco SimplexGrinnell for Fire Alarm Replacement at the Troy A. Wood Human Services Complex – This contract is for the replacement of the fire alarm at the Troy A. Wood Human Services Complex by Tyco SimplexGrinnell.

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

Approval of Agreements with Tyco SimplexGrinnell for Alarm and Detection – 323 Causeway Drive, Franklin – These agreements are for the installation of alarms and detectors at the new County buildings being constructed at 323 Causeway Drive, Franklin, Pennsylvania.

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

The following items were presented for approval by Commissioner Brooks:

Approval of Provision of Services Agreement Between the County of Venango and Edward McIntyre – This agreement is for Edward McIntyre to provide legal services and / or complete Assistant Public Defender duties during the period of time when a full-time Assistant Public Defender is on leave.

Approval of Provision of Services Agreement Between the County of Venango and Rob Kinnear – This agreement is for Rob Kinnear to provide legal services and / or complete Assistant Public Defender duties during the period of time when a full-time Assistant Public Defender is on leave.

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

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

Approval of Re-Appointment of Safety Committee Members:

- Bill Morrison
- Ellen Rettinger
- Jewell Williams

The above appointments are effective July 1, 2016 and expire June 30, 2020.

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

The following items were presented for approval by Commissioner Brooks:

Approval of Proclamation – Historic Preservation Month – May, 2016 – Whereas Historic preservation is an effective tool for economic development, tourism promotion, growth management, neighborhood revitalization, fostering local pride and maintaining overall community character while enhancing livability; and historic preservation showcases the economic and social benefits of keeping the places that convey our shared culture and heritage intact. By signing this proclamation, the Venango County Board of Commissioners proclaim the month of May 2016 to be Historic Preservation Month in Venango County.

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

Approval of 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 4 – June 5. 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. This year a kick-off event will be held at the Cranberry Mall on April 30 & May 1. There will be many activities including bands, Photo Ops and fundraisers.

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

### **OTHER BUSINESS**

There was no other business conducted.

### **PUBLIC COMMENT**

Ms. Sheila Boughner took this opportunity to announce that this would be her last meeting covering

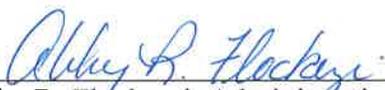
the County as a reporter for the Venango Newspapers. Sheila said that she wanted to thank everyone and she has really enjoyed working with everyone. Ms. Jones said, "We are going to miss you, Sheila!"

Mr. Jim Waugh addressed the Commissioner Board concerning a situation of blight in Cherrytree Township. Mr. Waugh is a Cherrytree Township Supervisor. Mr. Waugh states that the Township needs help with this particular situation, as it has been going on for about three (3) years now. The Commissioners will do some research on this.

**ADJOURNMENT**

The meeting adjourned at 6:51 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Abramovic, aye all.

Respectfully submitted,

  
\_\_\_\_\_  
Abby R. Flockerzi, Administrative Assistant