

Reviewed by:

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COMMISSIONER BOARD MINUTES
July 12, 2016

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

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| Commissioner Timothy Brooks | Commissioner Vince Witherup |
| Commissioner Albert Abramovic | Shelly Hartle, Chief Clerk |
| Rich Winkler, Solicitor | Abby Flockerzi, Administrative Assistant |
| Diona Brick, Fiscal | Bob Daugherty, Court Supervision |
| Emily Donaldson, Planning | Bill Kresinski, MIS |
| Gerry McGuinness, Voter Registration | Rich Mihalic, Park |
| Jayne Romero, Human Services | Jason Ruggiero, Planning |
| Jillian Stephens, Human Resources | |
| Sally Bell, News Media | Marissa Dechant, Explore Venango |
| Pastor Barry Markle, Community Church of God, Cooperstown | |

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 6:03 p.m.

APPROVE / AMEND COMMISSIONER BOARD AGENDA:

The following change was made to the agenda: removal of Approval of HOME Fund Transfer (Clapp Farm/Cornplanter to Rouseville) under Human Services.

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

APPROVAL OF MINUTES FROM THE JUNE 14, 2016 MEETING:

Commissioner Abramovic made a motion to approve the minutes from the June 14, 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. Hartle:

Approval of Agreement with LeGoullon Counseling Services – This agreement is for LeGoullon Counseling Services to provide co-parenting classes and other education as ordered by the Court. The attendees of the classes are responsible for paying a fee of \$50. The County shall have no obligation to pay any fee for the classes.

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

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

Approval of Agreement with National Curriculum Training Institute – This agreement is for Crossroad Cognitive Behavioral Therapy Facilitator Refresher Training. Venango County will host a four (4) to six (6) hour training for up to 25 individuals from the following counties / agencies: Pathways Adolescent Center, Keystone Adolescent Center, Clarion County, Erie County, Warren County and Lawrence County. Participating agencies / counties will share in the cost of this training. The amount of \$2,800 includes training and travel for the instructor. The training will take place on October 21, 2016.

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

ROW OFFICES:

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

Approval of Resolution 2016 – 16 – Grant Application #IDP-2017-Venango-00052 – Venango County DUI Task Force Enforcement Project – This was submitted by Doug Baker, Law Enforcement Coordinator in the District Attorney’s Office. This grant will cover manpower and other costs associated with grant related activities. The amount of the grant application is \$10,000 and covers the timeframe of October 2016 through September 2017.

Approval of DUI Task Force Enforcement Project Director Authorization – This resolution gives the Chairperson, Commissioner Brooks, and the Vice-Chairperson, Commissioner Witherup, of the Board of Commissioner of the County of Venango authorization and direction to sign Grant Application #IDP-2017-Venango-00052.

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

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

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

Approval of Hangar Leases:

- Frederick Switzer – standard hangar lease at a rate of \$85.86 per month.

- Michael Adamczyk – standard hangar lease at a rate of \$131.44 per month.

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

The following items were presented for approval by Commissioner Brooks:

Approval of Contract with Landscaping Connections, LLC / C & S Hilltop Hardware – Paving and Ratification of Contract with Landscaping Connections, LLC / C & S Hilltop Hardware – Limestone – These contracts are for the parking lot near the Transportation garage to clear space so they can enter and exit the Channel Lock hangar. There are two (2) contracts because the contractor and the County initially agreed to put limestone down. Once the limestone was down, it was determined the space needed to be paved due to the proximity to the hangar because of the possibility of jet wash throwing the limestone and causing damage.

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

HUMAN SERVICES:

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

CONTINUATION AGREEMENTS 2016-2017

Item 1: Regional Counseling Center, Inc. MH

Synopsis: Request Commissioner Approval to continue to contract with The Regional Counseling Center, Inc. for the period July 1, 2016 through June 30, 2017. The Provider will be reimbursed for the following services as authorized by the County: 1) Representative Payee \$50.17 per client per month for a maximum of 30 clients; 2) Forensic Mental Health Counseling \$55.00 per hour; 3) Psychiatric Support in the County Jail \$87.55 – \$154.50 per hour; 4) Mobile Medication Program \$86.72 per hour as authorized for individuals with no third party reimbursement; 5) Peer Support Services \$24.00 per 15 min unit; 6) Life Coach \$16.00 per 15 minute unit for individuals who do not meet the medical necessity criteria as authorized by the County; 7) PCIT Data Entry at the MA billable rate of \$51.53 for 30 minutes and \$103.10 for 45 minutes; 8) Intensive Outpatient at the MA billable rate of \$35.91 per hour for individuals who are uninsured or underinsured as authorized by the County; 9) Outpatient Services at the MA rate for all individuals who are uninsured or underinsured to the maximum reimbursement of \$323,864; 10) Medication Program to the maximum of \$2,700; The required match will come from the existing match allocation.

Item 2: Sugar Valley Lodge (HS)

Synopsis: Request Commissioner approval to continue to contract with Sugar Valley Lodge, for fiscal year 2016-17 to continue to provide enhanced personal care for a maximum of 45 individuals identified by the county at the daily rate of \$14.97 and emergency housing (VTEC) at the rate of \$48 per day as authorized by the county. The required match will come from the existing match allocation.

Item 3: Pyramid Healthcare, Inc. (SA)

Synopsis: Request Commissioner approval to continue to contract with Pyramid Healthcare, Inc. for the period of July 1, 2016 through June 30, 2017 to provide inpatient non-hospital detox (\$236 - \$247.25/day), short term non-hospital rehab (\$200 to \$291.69/ day), and long term inpatient non-hospital rehab (\$268.03 to \$278.45/ day) for identified individuals, as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

Item 4: Sojourner House, Inc. (SA)

Synopsis: Request Commissioner approval to continue to contract with Sojourner House, Inc. for the period of July 1, 2016 through June 30, 2017 to provide Long-term Inpatient Non-hospitalization to pregnant women and women with children at \$309.00 per day, as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

Item 5: Shippenville Project Point of Light, Inc. (CYS)

Synopsis: Request Commissioner Approval to continue the contract with Shippenville Project Point of Light for the period of July 1, 2016 through June 30, 2017 to provide 1) Psychological Evaluation (\$125-500); 2) Individual Counseling/Psychotherapy (\$50-100); 3) Family Counseling Session (\$100); 4) Group therapy (\$40/ half hour, \$60/ hour and one half); 5) Polygraph (\$325); and 6) Court Appearance in person or by phone (\$100/hour) as authorized by the County. The required match will come from the existing match allocation.

Item 6: Grace Learning Center/ Salvation Army (CYS)

Synopsis: Request Commissioner Approval to continue the contract with Grace Learning Center/ Salvation Army for the period of July 1, 2016 through June 30, 2017 to continue to provide an after school program to children in the community aged K-6. This program will help each child develop skills in a variety of areas. The cost for this program will be billed at \$6.10 per hour per TANF eligible child. The maximum for this Contract is \$68,175. The required match will come from the existing match allocation.

Item 7: Community Services of Venango County, Inc. (MH, CYS, OAS)

Synopsis: Request Commissioner Approval to continue to contract with Community Services of Venango County, Inc. for the period July 1, 2016 through June 30, 2017 to provide 1) C/FST satisfaction surveys to 258 individuals at the unit rate of \$163.71; 2) management of the Elk Street Apartments for individuals with a severe mental illness to the maximum of \$11,500; 3) life skills training to those individuals who reside at the Elk Street Apartment at the rate of \$7/15 minute unit of service; 4) Early Intervention Independent Evaluation at the rate set by the PA Office of Child Development and Early Learning, currently \$27.99; 5) staffing for the Human Service enclave whereby the provider will be reimbursed for actual costs incurred; 6) Welcome Every Child baskets to 220 individuals at the cost of \$230 per basket; 7) the Community DOULA program on a cost reimbursement basis to the maximum of \$68,370; 8) the Parents as Teachers Program at the rate of \$93.59 per visit to a maximum of \$111,340; 9) the New

Beginnings Program on a cost reimbursement basis to the maximum of \$60,000; 10) Ages and Stages Assessments at the unit rate of \$87 per assessment plus an additional \$1,840 for training; 11) the Great Beginnings Program on a cost reimbursement basis to the maximum of \$37, 200; 12) the Contact Visitation Jail Program at the rate of \$8.55 per 15 minute unit of service; 13) Parker Place older adult program on a cost reimbursement basis to the maximum of \$8,550; 14) management of the County Senior Centers and Home Delivered Meal Program on a cost reimbursement method to a maximum of \$232,382. Any required local match will come from the existing match allocation.

CONTRACT ADDENDUMS 2015-16

Item 1: Mustard Seed Missions of Venango County, Inc. (MH, Housing)

Synopsis: Request Commission approval to amend the contract with Mustard Seed Mission for fiscal year 15/16 to locate and secure a property for the purpose of opening a homeless shelter for individuals identified within the County. The County will participate in funding for the property to a maximum of \$120,000 plus applicable closing costs and the cost of required appraisals and inspections. The County will reimburse the provider for the costs associated with the installation of a sprinkler system at the acquired property to the maximum of \$15,000. Local match will come from the existing match allocation.

OTHER ITEMS:

1. Request Commissioner approval to submit the Human Services Block Grant application to the PA Department of Human Services for services in the amount of \$5,164,462. Local match in the amount of \$294,544 will come from the existing match allocation. This grant application covers the period July 1, 2016 through June 30, 2017.
2. Request Commissioner approval to submit a grant application to the Department of Community and Economic Development requesting funding in the amount of \$99,700 for costs associated with the renovation of the Emmaus Haven Shelter.
3. Request Commissioner approval to enter into a rental agreement with Galloway United Methodist Church, 196 Seysler Road, Franklin for August 12, 2016 at a cost of \$80 for the Children’s Round Table.

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

FINANCE ADMINISTRATION:

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

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|----------|------------|---------------------------|
| HS061316 | 3,229.96 | Human Service Warrant |
| 061716 | 589,483.89 | Non-Human Service Warrant |
| HS061716 | 264,541.71 | Human Service Warrant |
| 062416 | 620,946.85 | Non-Human Service Warrant |

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|----------|-------------------------------|---------------------------|
| HS062416 | 329,710.42 | Human Service Warrant |
| SP062116 | 4,800.00 | Non-Human Service Warrant |
| SP062216 | 205.38 | Non-Human Service Warrant |
| SP062316 | 10,500.00 | Non-Human Service Warrant |
| 070116 | 512,406.35 | Non-Human Service Warrant |
| HS070116 | 86,086.99 | Human Service Warrant |
| HS062916 | 5,000.00 | Human Service Warrant |
| SP070116 | 16,389.84 | Non-Human Service Warrant |
| SP070516 | 16,215.48 | Non-Human Service Warrant |
| 070816 | 240,786.85 | Non-Human Service Warrant |
| HS070816 | 280,780.79 | Human Service Warrant |
| HS070616 | 100.00 | Human Service Warrant |
| SP070816 | 751.22 | Non-Human Service Warrant |
| | Total: \$ 2,981,935.73 | |

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

Fiscal Agent for NW Workforce Development Board (NWWDB)

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

Approval of Contracts with Greater Erie Community Action Committee (GECAC): These are Title I contracts for services in both the Erie CareerLinks® as well as the rural CareerLinks®.

- Adult – Erie = \$389,961.23 – Rural = \$262,223.25
- Youth – Erie = \$549,250.96 – Rural = \$434,140.54
- Dislocated Worker – Erie = \$312,451.09 – Rural = \$224,148.21
- TANF – Erie = \$211,796.25 – Rural = \$134,888.25
- Business Services – Erie = \$50,000.00

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

Approval of Contract with Northwest Commission for Business Services – This is for Business Services to occur in all of the rural CareerLinks®. The amount is \$75,000.

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

Approval of Contract with St. Benedict Education Center – This is a contract for Enrichment and Advancement Retention Network (EARN) services with St. Benedict Education Center. This contract begins on July 1, 2016 and ends on June 30, 2017. The amount is \$2,650,979.

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

Approval of Lease with SB3 – This is for additional space in a building in Erie which is needed due to the General Electric Transportation Services layoff. This lease will run through April 2017. The rent will cost \$860.67 per month.

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

Approval of Memorandum of Financial Understanding with Greater Erie Community Action Committee (GECAC) for Summer Program – This will serve all six (6) counties. The amount of grant money spent on this is approximately \$81,000.

Commissioner Abramovic made a motion to approve the above memorandum of financial understanding, seconded by Commissioner Witherup, aye all.

Approval of Lease for the Erie CareerLink® – The Northgate Commons lease is with the Central Mall Partnership for less space than currently occupied at the Erie CareerLink®. This lease has a ten (10) year term.

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

Approval of Amended Lease with Tri-County Developers for Partners For Performance Office Space – This lease amendment is for space in the Downtown Mall in Meadville. The current amount of the lease is approximately \$8,000 per year. The new amount of the lease will be approximately \$13,000 per year and will provide an extra 500 extra square feet of space.

Commissioner Abramovic made a motion to approve the above amended lease, seconded by Commissioner Witherup, 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 **Kenneth Sharpe**, Maintenance Worker III (Shared), SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 10, **effective 06/27/16; Special Conditions:** Filling existing vacancy. In Department #190 (Planning) of **Kimberly Mourer**, Planner I, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 07/05/16; Special Conditions:** Filling existing vacancy. In Department #305 (Prison) of **William Berry**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 06/24/16; Special Conditions:** Filling existing vacancy; Action ratified at the July Prison Board meeting; of **Anthony Jones**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 07/05/16; Special Conditions:** Filling existing vacancy; Action ratified at the July Prison Board meeting.

In Department #325 (911 Center) of Gregory Depew, Telecommunicator I, Part-Time, 40 hours/pay, Non-Union Hourly Pay Grade 3, **effective 07/03/16; Special Conditions:** Filling existing vacancy; of Leanne Goreczny, Telecommunicator I, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 3, **effective 07/03/16; Special Conditions:** Filling existing vacancy; of Stacey Page, Telecommunicator I, Part-Time, 40 hours/pay, Non-Union Hourly Pay Grade 3, **effective 07/03/16; Special Conditions:** Filling existing vacancy. In Department #540 (MH/DS) of Michelle Forrest, Casework Supervisor, Exempt Full-Time, 80 hours/pay, Exempt Pay Grade 3, **effective 07/05/16; Special Conditions:** Filling existing vacancy.

LATERAL TRANSFER – In Department #310 (Court Supervision Services) of Justin Heffernan from Adult/Juvenile House Arrest Officer, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 to Department #535 (Substance Abuse), D&A Case Management Specialist II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 07/18/16; Special Conditions:** Filling existing vacancy.

PROMOTION / TRANSFER – In Department #305 (Prison) of Shane King from Corrections Officer, AFSCME Position, Probationary Full-Time, 80 hours/pay, AFSCME Pay Grade 11 to Department #509 (Human Service Fiscal), Fiscal Operations Officer I, Probationary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 8, **effective 07/03/16; Special Conditions:** Action ratified at the July Prison Board meeting. In Department #580 (Transportation) of Rachael McCall from Lead Dispatcher, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 7 to Department #531 (Human Service Clerical), Department Clerk III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8, **effective 06/27/16; Special Conditions:** Filling existing vacancy.

VOLUNTARY DEMOTION / TRANSFER / DECREASE IN HOURS – In Department #325 (911 Center) of April Lepley from Telecommunicator I, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 3 to Department #180 (Treasurer's Office), Department Clerk III, SEIU Position, Full-Time, 70 hours/pay, SEIU Pay Grade 8, **effective 06/20/16; Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #305 (Prison) of Maria Mook, Corrections Monitor, AFSCME Position, **effective 07/04/16; Special Conditions:** Action to be ratified at the August Prison Board meeting; of Robin Wolbert, Corrections Monitor, AFSCME Position, **effective 07/04/16; Special Conditions:** Action ratified at the July Prison Board meeting. In Department #530 (PIC Unit) of Marci Harkless, Caseworker III, **effective 07/14/16**. In Department #580 (Transportation) of Makayla King, Transportation Aide, SEIU Position, **effective 06/10/16**.

SEPARATION OF EMPLOYMENT – RETIREMENT – In Department #160 (Maintenance) of Danny Norris, Maintenance Worker III (Shared), SEIU Position, **effective 06/10/16**. In Department #509 (Human Service Fiscal) of Garry Coleman, Budget Analyst II, **effective 06/28/16**; of Mark Thomas, Fiscal Operations Officer I, **effective 06/28/16**. In Department #580 (Transportation) of Herbert Gordon, Bus/Van Driver, SEIU Position, **effective 06/30/16; Special Conditions:** Separation due to furlough of Transportation Department.

SEPARATION OF EMPLOYMENT – In Department #305 (Prison) of Ericka Ketcham, Corrections Officer, AFSCME Position, **effective 06/20/16; Special Conditions:** Action ratified at the July Prison Board meeting. In Department #405 (Airport) of Thomas Hartle,

Maintenance Worker III, SEIU Position, **effective 06/29/16**. In Department #520 (Children & Youth) of Heather Campbell, Caseworker II, **effective 07/01/16**. In Department #580 (Transportation) of Matthew Updegraff, Bus/Van Driver, SEIU Position, **effective 06/30/16**; **Special Conditions:** Separation due to furlough of Transportation Department.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

PROBATIONARY NEW HIRE – In Department #530 (PIC Unit) of Shana Young, Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7, **effective 06/29/16**; **Special Conditions:** Filling newly created position ratified at the June Salary Board meeting.

RE-HIRE – In Department #160 (Maintenance) of Danny Norris, Maintenance Worker III – Sugar Valley Lodge, SEIU Position, Probationary Part-Time, 36 hours/pay, SEIU Pay Grade 10, **effective 07/11/16**; **Special Conditions:** Filling newly created position ratified at the July Salary Board Meeting.

CORRECTIONS TO 06/14/16 COMMISSIONER BOARD AGENDA:

SEPARATION OF EMPLOYMENT – In Department #580 (Transportation) of Jeffrey Seigworth, Operations Program Specialist, **effective 06/30/16**; **Special Conditions:** Separation due to furlough of Transportation Department.

NOTE: Separation is not considered a furlough.

SEPARATION OF EMPLOYMENT – In Department #510 (Older Adult Services) of Pamela Moon, Senior Center Manager I, **effective 06/30/16**; **Special Conditions:** Separation due to furlough of Senior Center.

NOTE: Transaction heading should reflect that this separation is a retirement.

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

ROW OFFICES

Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

RE-HIRE – In Department #310 (Court Supervision Services) of Shala Barnes, Pre-Trial Probation Officer, Probationary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 07/18/16**; **Special Conditions:** Filling existing vacancy.

LATERAL TRANSFER – In Department #310 (Court Supervision Services) of Justin Heffernan from Adult/Juvenile House Arrest Officer, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 to Department #535 (Substance Abuse), D&A Case Management Specialist II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 07/18/16**; **Special Conditions:** Filling existing vacancy.

VOLUNTARY DEMOTION / TRANSFER / DECREASE IN HOURS – In Department #325 (911 Center) of April Lepley from Telecommunicator I, Full-Time, 80 hours/pay, Non-Union

Hourly Pay Grade 3 to Department #180 (Treasurer's Office), Department Clerk III, SEIU Position, Full-Time, 70 hours/pay, SEIU Pay Grade 8, **effective 06/20/16; Special Conditions:** Filling existing vacancy.

JOB TITLE CHANGE – In Department #310 (Court Supervision Services) of **Jill Hutchinson** from Pre-Trial Probation Officer, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 to House Arrest/Electronic Monitoring Officer, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 07/18/16; Special Conditions:** Filling existing vacancy; no change in rate of pay.

OUT OF CLASS COMPENSATION / TEMPORARY INCREASE IN HOURS – In Department #205 (Courts) of **Barbara Van Epps**, Administrative Assistant II, Full-Time, from 75 hours/pay, Non-Union Hourly Pay Grade 5 (\$14.5983/hr.) to 80 hours/pay, Non-Union Hourly Pay Grade 5 (\$17.6500/hr.), **effective 07/05/16; Special Conditions:** Salary and hours increased while performing duties of Criminal Court Administrator to last no longer than 08/31/16.

DISCONTINUANCE OF OUT OF CLASS COMPENSATION – In Department #205 (Courts) of **Christy McCann**, Legal Secretary II, Probationary Full-Time, 75 hours/pay, from Non-Union Hourly Pay Grade 3 (\$11.5200/hr.) to Non-Union Hourly Pay Grade 3 (\$10.6000/hr.), **effective 06/13/16; Special Conditions:** Temporary assignment performing Central Court Coordinator duties ended.

END OF PROBATION – In Department #205 (Courts) of **Sondra Black**, Court Reporter II, **effective 07/04/16.**

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

None.

PLANNING COMMISSION:

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

Approval of Miller Farm Road Bridge Federal Aid Bridge Project Agreement Supplement for Utility Costs – This agreement increases the engineering costs from \$200,000 to \$500,000.

Approval of Resolution 2016-15 – Miller Farm Road Bridge Replacement Project – The above agreement increases the County's portion from \$10,000 to \$21,000 and will be paid through Liquid Fuels funding. This resolution authorizes this change.

These changes are due to the Miller Farm Road Bridge project being changed from a replacement project to a rehabilitation project.

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

TWO MILE RUN COUNTY PARK:

Mr. Mihalic presented the Park Activities Report:

The Lakes Edge pavilion roof is complete. This brings the total to ten (10) of the fourteen (14) pavilions that now have new metal roofs. All of the new roofs have been paid for by the Adopt-A-Pavilion fund.

The beach numbers are up compared to last year.

There have been a tremendous amount of kayaker at the Park this year.

VARAH will be having their annual fundraiser at Lockwood on August 5, 6 and 7.

The Mountain Bike Race will be held on August 13. Approximately 100 bikers are expected.

The United Way's 5K, the Color Us United Color Blast, will be held on September 18 at the Justus Pavilion.

The Rocky Grove Invitational is scheduled for October 15.

The Oil Region Alliance has created a new brochure which features all of the trails in the area and mentions Two Mile Run County Park several time. The ORA had 25,000 brochures printed.

There is a new Maintenance III worker at the Park. He started about one (1) week ago.

COUNTY ADMINISTRATION:

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

Approval of Lease Agreement between the County of Venango and Sugar Valley Lodge, Inc. – This lease agreement is between the County of Venango and Sugar Valley Lodge, Inc. and for the following properties:

- Hickory Acres located at 190 Sugar Valley Lane
- Whispering Pines located at 178 Sugar Valley Lane
- Silver Oaks located at 158 Sugar Valley Lane
- Property located at 196 Church Street, Polk.

These properties should be used only as personal care and / or nursing home facilities.

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

Approval of Ordinance Number 2016-01 – Land Bank Ordinance – This is to change the number of members on the Land Bank from seven (7) to eleven (11). As per the motion made during the June Commissioner Board Meeting, this was placed on display for 30 days in the Law Library and the Commissioners' Office.

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

Ratification of Service Agreement with Tri-County Industries for 806 Grandview Road, Oil City – This is an agreement with Tri-County Industries for the property located at 806 Grandview

Road, Oil City. This agreement is for one (1) year at a cost of \$108.06 per month.

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

Approval of Eagle Scout Recognition Proclamations:

- Ryan Grant Ames
- Barry Hagan

These proclamations recognize Ryan Grant Ames and Barry Hagan of Troop #11 for their attainment of Eagle Scout. The actual Eagle Scout ceremony for both will be held on August 7, 2016.

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

OTHER BUSINESS

There was no other business conducted.

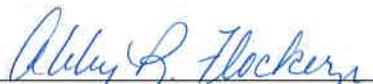
PUBLIC COMMENT

There was no public comment offered.

ADJOURNMENT

The meeting adjourned at 6:23 p.m. upon a motion by Commissioner Abramovic and a second by Commissioner Witherup, aye all.

Respectfully submitted,



Abby R. Flockerzi, Administrative Assistant