

Reviewed by: _____

COMMISSIONER BOARD MINUTES
January 12, 2010

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

Commissioner Tim Brooks
Commissioner Troy Wood
Rich Winkler, Solicitor
Deb Sharpe, Treasurer
Diona Brick, Fiscal
Rich Mihalic, Park Director
Judy Downs, Planning
Bob Daugherty, CSS
Frank Toothman, Taxpayer

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Asst.
Connie Hazelton, Human Resources
Bill Kresinski, MIS
Sheila Boughner, News Herald
Major Smith, Prison
Mark Heim, WKQW
Ray Beichner, Taxpayer

The meeting began with a moment of silent prayer and then Commissioner Brooks led the group in the Pledge of Allegiance.

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

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 6:08 p.m. A motion was made by Commissioner Beichner to approve the minutes from the December 22, 2009 meeting, seconded by Commissioner Wood, aye all.

No public comment on the agenda. There was no business to come before the Board from the Row Offices or Community Services Administration.

COURT ADMINISTRATION:

Chief Clerk, Denise Jones presented a renewal maintenance agreement with Dictaphone for the Courts. The agreement is for 12 months which will commence on 3/01/10 in the amount of \$100.80. This covers the maintenance for two (2) Expresswriters that the court transcribers use. Commissioner Wood made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

Bob Daugherty, Court Supervision Director, presented for approval the JABG Continuation Application. Venango County's annual allocation will remain at \$10,000 to run from 2010 thru 2011. The application remains substantively unchanged from the previous eleven years with the exception of an increase in the County portion to sustain this service. The funds will be used to offset a portion of personnel expenses for an intensive juvenile probation officer. The application is submitted electronically. Commissioner Beichner made a motion to approve the application, seconded by Commissioner Wood, aye all.

Denise presented two (2) Court-Appointed positions ordered by Judge Lobaugh. They are as follows:

Court Reporting Services for 2010 – Judith R. Scarsella – Judith shall submit bi-monthly statements for payments to the Assistant Court Administrator. Her rates shall be as follows: Per Diem rate - \$240; Retainer Fee if cancelled by the Court - \$75; Half-day rate - \$120; Per hour rate after eight (8) hrs. - \$30; Per page rate – (county rate) - \$1.50 currently. Ms. Scarsella shall be paid from the budget of the Court.

Commissioner Beichner made a motion to approve the above position, seconded by Commissioner Wood, aye all.

Juvenile Court Master for 2010 – Elissa M. Stuttler, Esquire to be paid a stipend of \$6,000. The stipend shall be paid by the County of Venango from the budget of the Court of Common Pleas.

Commissioner Wood made a motion to approve the above position, seconded by Commissioner Beichner, aye all.

ROW OFFICES:

Denise Jones presented for approval one (1) Court-Appointed Counsel position ordered by Judge Lobaugh. Edward J. McIntyre, Esquire shall provide legal representation for the Commonwealth of PA before the Juvenile Court Master of Venango County as an Assistant District Attorney in 2010 for a total stipend of \$6,000 which will be paid from the budget of the District Attorney. Commissioner Beichner made a motion to approve this position, seconded by Commissioner Wood, aye all.

PRISON:

Warden Major Smith had several items to present. The first item was a renewal contract with Seneca Medical Center. Dr. Norman K. Beals III, MD, agrees to furnish cost containment services for inmate costs regarding hospital and doctor costs to the Venango County Prison. The effective date of this agreement will begin January 1, 2010, and expires December 31, 2010. The cost of the agreement will be \$1,000 per month of \$12,000 a year. Commissioner Beichner made a motion to approve the contract, seconded by Commissioner Wood, aye all.

The second item presented by Major was the renewal contract with Schindler Elevator. The contract is for elevator maintenance and code required pressure testing for the elevator at the Prison. The annual payment will be \$6,516 and the contract will begin February 1, 2010 and run thru January 31, 2015, with automatic renewal for same number of years. Commissioner Wood made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

The last item presented by Major was a renewal contract with Computer Power Solutions. This contract provides for one (1) Preventative Maintenance visit per year. Included in this plan is 24-hour telephone technical assistance. This is for maintenance and service for backup to control panels in the Prison. The amount of the contract is \$500 per year which would be effective February 1, 2010 and expires January 31, 2011. Commissioner Wood made a motion to approve the renewal of the contract, seconded by Commissioner Beichner, aye all.

HUMAN SERVICES:

The following item was presented for approval by Dave Schwille:

Area Agency on Aging

Approval of a cooperative services agreement with Experience, Inc for the provision of older adult protective services.

Approval of the draft budget for the 2009-10 Aging Area Plan of Support.

Children and Youth Services

The following are approvals of 2009-10 contracts for residential services:

Mars Home for Youth-\$166.55
 Perseus House:
 Intensive- \$254.39
 Mother & Child- \$272.35
 Shelter: \$193.00
 Baby: \$38.00
 Mother: \$234.35

Approval of a contract addendum with Youth Alternatives, Inc.. The first part is to add a rate page that was omitted in the original contract and the second part is to add the additional service of Family Development Credentialing in the amount of \$41,300.

Approval of a contract with Diakon Lutheran Services and Family Design Resources in the amount of \$14,258.50 to increase to full time the paralegal position under the Legal Services Initiative Program. The position will be grant funded as full time effective 01 July 2010.

Approval of an addendum to the parking lot lease with the city of Franklin. The addendum clarifies language in the original lease. The amount of \$200 per month is not changed.

Substance Abuse Services

Approval of an addendum to the contract with Family Services and Children’s Aid Society for outreach and prevention services at a cost of \$67,005.

Commissioner Wood made a motion to approve all of the above agreements, seconded by Commissioner Beichner, aye all.

FINANCE ADMINISTRATION:

The following warrants were presented for approval by Diona Brick, Fiscal Director:

Warrant SP122309	\$ 28,415.00	Non-Human Services Expenditures
Warrant 123109	84,200.38	Non-Human Services Expenditures
Warrant HS123109	57,030.52	Human Services Expenditures
Warrant 010810	139,480.54	Non-Human Services Expenditures
Warrant HS010810	192,181.56	Human Services Expenditures
Warrant 011510	<u>522,139.32</u>	Non-Human Services Expenditures
Total	\$ 1,023,447.32	

Commissioner Wood made a motion to approve the above warrants, seconded by Commissioner Brooks. Commissioner Beichner opposed the warrant dated January 15, 2010, which includes a payment to the ORA. Motion passed by majority vote.

PLANNING COMMISSION:

Judy Dows, Planning Director, had several items to present. The first item was for the First Time Homeowners Down Payment and Closing Cost Assistance Grant Agreement. The agreement is for Adam J. Schwartz in the amount of \$1,800 to be used for costs associated with down payment and/or closing costs for the purchase of property located at 222 Merrick Street, Pleasantville, PA 16341. Commissioner Beichner made a motion to approve the agreement, pending solicitor's review, seconded by Commissioner Wood. Commissioner Brooks abstained from voting. Motion passed by majority vote.

The second item presented by Judy was the first of two required public hearings on the 2010 CDBG program. Judy advised that Venango County is accepting applications from local municipalities for a share of about \$250,000 in 2010 CDBG funds. Eligible projects must benefit low and moderate-income people. The County's funds cannot be used in Oil City, Franklin, Sugarcreek Borough or Cranberry, which receive their own CDGB allocations. The County's deadline for applications is Friday, January, 22, 2010.

The last item presented by Judy was the announcement of the Fair Housing Notice. This Notice was published in the News Herald and Derrick on January 6, 2010. This Notice served to advise all residents of Venango County that actions listed in the Fair Housing Notice, if based on race, color, religion, sex, national origin, familial status (families with children), or handicap are considered discriminatory. Judith Downs is designated as the Fair Housing Office; and if any residents believe they have been discriminated against, they can contact Judy at the Planning Commission.

TWO MILE COUNTY PARK:

Rich Mihalic reported that the Park's dump truck is at Lowry's and once repaired, it will be used for snow removal. He also advised that there will be a guided snowmobiling tour through the Park. The date of the tour will be announced at a later date.

COUNTY ADMINISTRATION:

Commissioner Brooks presented for approval the adoption of the Oil Regional Alliance's 2009 Combined Program of Work and Budget for continuation from January 1, 2010 thru June 20, 2010. Commissioner Wood made a motion to approve the continuation, seconded by Commissioner Beichner, aye all.

Rich Winkler, County Solicitor, advised that every municipality that has a UPMC facility had to be notified that the Allegheny County Hospital Development Authority has taken out a government bond to be used for various facilities. Commissioner Wood made a motion that the County was notified of the bond, seconded by Commissioner Beichner, aye all.

Denise Jones presented for approval the following 2010 Court-Appointed Counsel positions ordered by Judge Lobaugh. Salaries for these positions will be paid from the budget of the Public Defender.

Virginia Garris Sharp, Esquire – Juvenile Court/JP Counsel to be paid a total stipend of \$21,500 per year; Juvenile Court/CYS to be paid a total stipend of \$25,000 per year; and Juvenile Court Advocate to be paid a total stipend of \$6,000 per year.

Lorraine a. Smith, Esquire - Post-Conviction Collateral Relief Counsel to be paid \$500 per case. An additional stipend of \$250 will be paid if an appeal is filed with the Superior Court of PA.

Matthew C. Parson, Esquire – Post-Conviction Collateral Relief Counsel to be paid \$500 per case. An additional stipend of \$250 will be paid if an appeal is filed with the Superior Court of PA. Also, Matthew was appointed Criminal Counsel to be paid a total stipend of \$525 per case

Pamela Logsdon – Criminal Counsel to be paid a total stipend of \$525 per case.

John C. Lackatos – Criminal Counsel to be paid a total stipend of \$525 per case.

Neil E. Rothschild, Esquire – Criminal Counsel to be paid a total stipend of \$525 per case; and, Juvenile Court/CYS to be paid a total stipend of \$21,500

Edward McIntyre, Esquire – Court-Appointed Counsel to be paid a total stipend of \$5,200 per year; and, Juvenile Court/CYS to be paid a stipend of \$10,750.

Commissioner Wood approved the above positions, seconded by Commissioner Beichner, aye all.

Denise Jones, Chief Clerk, presented for approval the following appointments:

Appointment to the 2010 Conservation District Board – 4 year term beginning 1/1/10 thru 12/31/13 – Peter Lindey – Public Director and Mike Ohler – Farm Director

1 year term beginning 1/1/10 thru 12/31/10: Commissioner Timothy S. Brooks

Appointment to the 2010 VIDA Board – 5 year term beginning 1/1/10 thru 12/31/14: Reappoint: Doug Williams

Appointment to the 2010 Planning Commission Board – 5 year term beginning 1/1/10 thru 12/31/14: Reappoint: Fred Krizinsky, Rodney Gladd, Dave Owens
Appointed for Unexpired Term - Robert Cross to replace Neil McElwee thru 12/31/12; and Harold Best to replace Therese Alcorn thru 12/31/13

Appointment to the 2010 Affordable Housing Committee – 3 year term beginning 1/1/10 thru 12/31/12: Reappoint: Tracy Jamieson, Andy Restauri, Jim Daugherty

Appointment to 2010 Housing Authority – 5 year term beginning 1/1/10 thru 12/31/14: Bonnie Summers

Commissioner Wood made a motion to approve the above board member appointments, seconded by Commissioner Beichner, aye all.

Commissioner Wood made a motion to adjourn the meeting at 6:45 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.