

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**January 26, 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  
Connie Hazelton, Human Resources  
Bill Kresinski, MIS  
Sheila Boughner, News Herald  
Tim Johnson, Domestic Relations  
Frank Toothman, Taxpayer

Commissioner Jan Beichner  
Denise Jones, Chief Clerk  
Lisa Mumford, Admin. Asst.  
Diona Brick, Fiscal  
Rich Mihalic, Park Director  
Mark Heim, WKQW  
Michael Thomas, Taxpayer  
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 Election Board meeting was convened and adjourned prior to the beginning of the Commissioner Board meeting.

**COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 6:07 p.m. A motion was made by Commissioner Wood to approve the minutes from the January 12, 2010 meeting, seconded by Commissioner Beichner, aye all.

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

**COURT ADMINISTRATION:**

Chief Clerk, Denise Jones presented on behalf of District Justice Fish's office a Shred-It Purge Agreement. The agreement is for the shredding and proper disposal of about 50 boxes of files from District Magistrate Fish's office. Shred-It estimates it will take approximately one hour and forty minutes at a cost of \$3.33 per minute for a total of \$333. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Wood, aye all.

**HUMAN SERVICES:**

The following item was presented for approval by Dave Schwille:

**Area Agency on Aging**

Approval of the Draft Federal Financial Report for the 12 month period ending December 31, 2009 and the Program Progress Report prepared to reflect the accrual of activity for the Venango County Retired and Volunteer Program for the 6 month period ending December 31, 2009. This form indicates all of the authorized Federal funds that were expended through the end of the project year and the activities those expenditures supported. Local matching fund

requirements for this federal grant is 30% and this match is fulfilled from Aging Block Grant Funds and in-kind support. Commissioner Beichner made a motion to approve the financial report, seconded by Commissioner Wood, aye all.

**FINANCE ADMINISTRATION:**

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

Warrant	HS011510	\$ 347,167.96	Human Services Expenditures
Warrant	SP011410	1,451.44	Non-Human Services Expenditures
Warrant	012210	566,818.87	Non-Human Services Expenditures
Warrant	HS012210	238,971.01	Human Services Expenditures
Warrant	012910	<u>63,437.20</u>	Non-Human Services Expenditures
<b>Total</b>		<b>\$1,217,846.48</b>	

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

The following Budget Transfer was submitted for approval:

Transfer \$17,410 from Capital to the Domestic Relations budget for the purchase of a vehicle for a deputy sheriff who will be assigned to the department.

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

**TWO MILE COUNTY PARK:**

Rich Mihalic, Park Director presented the bid award to Terra Works for the Architectural Barrier Removal at the Park in the amount of \$84,025. There were two bids received and were reviewed by Wodzianski Engineering. Commissioner Wood made a motion to approve the bid award, seconded by Commissioner Beichner, aye all.

Rich advised the free ski day planned for Saturday, January 30<sup>th</sup> at the Park has been cancelled due to lack of snow. The moonlight hike will go on as planned on Saturday beginning at 6:00 p.m. at the Nature Lodge. If there is sufficient snow, it will be a snow shoe hike.

**COUNTY ADMINISTRATION:**

Chief Clerk, Denise Jones had several items to present. The first item was the change of board terms from a four-year to a three-year term for three individuals who serve on the Two Mile Run County Park Advisory Board. Those individuals are Marc Rickard, Maurice Huth, and Frank Toothman which terms will now run from 4/29/2008 thru 12/31/2010. The reason for the change in terms is so the terms of the board members will be staggered. The second item was the reappointment of Dave Strickland to the Two Mile Run County Park Advisory Board for a three-year term beginning 1/1/2010 and run thru 12/31/2012. Commissioner Beichner made a motion to approve the board terms, seconded by Commissioner Wood, aye all.

The last item presented by Denise was the appointment of two new members to the MH/MR & SAP Advisory Board. The new members appointed are Father John P. Malthaner and Christine

W. Ross for a three-year term which will begin 2/1/2010 and run thru 2/28/2013. Commissioner Wood made a motion to approve the appointments, seconded by Commissioner Beichner, aye all.

**OTHER BUSINESS:**

Commissioner Beichner advised she had recently received an e-mail from an employee from the Human Services Complex showing that the ceiling was leaking. Commissioner Beichner raised the possibility of water damage or mold resulting from that leak or previous leaks. She made a motion recommending an inspection of the building, noting that a firm suggested such an evaluation might cost between \$20,000 to \$30,000. Commissioner Beichner advised the inspection would have to be put out to bid, and Commissioner Wood suggested she amend her motion to show that the Board of Commissioners would review the matter. Commissioner Brooks noted that Harold Best, the architect on the renovation made to the building by the ORA, sent the roofer out to investigate the leak and Best advised the roof is guaranteed for 10 years, so the roof will be fixed.

Commissioner Beichner amended her motion to include a Request For Proposal from architectural and engineering firms for an analysis and inspection of the structural, mechanical, electrical, and plumbing systems of the Human Services Complex. Commissioner Beichner made a motion to approve the Request For Proposal, seconded by Commissioner Wood, aye all.

Commissioner Wood made a motion to adjourn the meeting at 6:24 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.