

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**April 13, 2010**

Those present at the public meeting of the Venango County Commissioners held in Room 103 of the Courthouse Annex:

Commissioner Tim Brooks  
Rich Winkler, Solicitor  
Sandy Sutch, Human Resources  
Bill Kresinski, MIS  
Sheila Boughner, News Herald  
Michael Thomas, Taxpayer  
Claudia Allen, Taxpayer  
Daniel Hovis, Taxpayer  
Louis Heath, Taxpayer  
Martha Breene, Taxpayer

Commissioner Jan Beichner  
Lisa Mumford, Admin. Asst.  
Diona Brick, Fiscal  
Tim Johnson, Domestic Relations  
Dave Schwille, Human Services  
Ray Beichner, Taxpayer  
Sandy K. Hovis, Taxpayer  
Ed King, Taxpayer  
Major Smith, Warden  
Mark Baughman, Sheriff Dept.

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 cancelled to a lack of a quorum.

**COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 6:00 p.m. A motion was made by Commissioner Beichner to approve the minutes from the March 23, 2010 meeting, seconded by Commissioner Brooks, aye all.

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

**COURT ADMINISTRATION:**

Director of Domestic Relations, Tim Johnson presented the 2010-2015 Title IV-D Cooperative Agreement. This Agreement is negotiated for a five-year period, with the current Agreement expiring September 30, 2010. Tim Johnson requested that this agreement be tabled at this time because some language in the Cooperative Agreement which needed clarification

Commissioner Brooks presented for approval a renewal maintenance agreement with Bollinger Technical Services for the Lektriever located in the Law Library. The agreement runs from 5/17/10 to 5/16/11 and is in the amount of \$710.19; which is the same as it was last year. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

The next item presented by Commissioner Brooks was a renewal maintenance agreement with SBM Electronics for court recording equipment. The agreement will commence on 3/31/10 and end on 03/30/11 and is in the amount of \$1,999.18 which is \$1,599.32 less than previous years. The reason for the lesser charge is that the Courts have removed two old units from the maintenance agreement and the new unit that was just purchased for Courtroom I has a no-

charge warranty for the first year and the unit that was purchased in 2009 for Courtroom II was pro-rated and the Courts were only charged for eight months of maintenance on that machine. . Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

### **ROW OFFICES:**

Mark Baughman presented the approval from the PCCD to award a \$15,000 grant to the Venango County sheriff's department for a new system that will allow the department to issue wallet-sized firearm permits. The project title is "License to Carry Enhancement Project". The project period is from April 1, 2010 thru March 31, 2011. Commissioner Brooks made a motion to approve the grant, seconded by Commissioner Beichner, aye all.

### **PRISON:**

Warden Major Smith presented an agreement between Seneca Medical Center, LLC and the Venango County Prison. Norman K. Beals, III MD will furnish medical services to the Prison at a fee of \$6,952.50 per month. This amount will include full time on-site nursing care. This agreement will be for the term of January 1, 2010 thru December 31, 2011. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

### **HUMAN SERVICES:**

The following item was presented for approval by Dave Schwill:

#### CYS

Renewal agreement with Family Care for Children and Youth, to provide family foster care at per diem rates of \$56.42 and \$64.48.

Renewal agreement with Outside In School of Experimental Education, to provide residential services (substance abuse) at per diem rates between \$199.00 and \$249.00.

#### Area Agency on Aging

Approval of a change in resignation date for Rebecca Lux, RSVP coordinator, to 21 May 2010.

#### MH/MR

Approval to accept a \$275,000 grant from the Pennsylvania Commission on Crime and Delinquency (PCCD) which will be used to develop and implement a supported housing program to divert adults with a mental illness and/or co-occurring disorder from the Venango County jail. The intent of the program is to promote successful community reintegration and break the cycle of re-incarceration. Submission of the funding application was previously approved by the Commissioners in December of 2009. There is no County match associated with this grant.

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

OEO

Proposed subcontractors for CSBG/ARRA. Propose to utilize the following subcontractors:

Precision Mfg. Institute, 764 Bessemer Street, Suite 105, Meadville, PA 16335

Venango Technology Center, 1 Vo-Tech Drive, Oil City, PA 16301

Laurel Technical Institute, 628 Arch Street, Suite B101, Meadville, PA 16335

(see attachment A-1 for more information)

Commissioner Brooks made a motion to approve the above item, seconded by Commissioner Beichner, aye all.

Next Dave requested approval to submit a rewritten version of the HIPAA Policies and Procedures. Commissioner Brooks made a motion to approve the revised HIPAA policies and procedures, seconded by Commissioner Beichner, aye all.

The last item presented by Dave was the request for approval for the re-appointment of Johanna Lamberson and District Judge Doug Dinberg to the MH/MR Advisory Board/Substance Abuse Executive Commission for a three-year term. Commissioner Brooks made a motion to approve the re-appointment, seconded by Commissioner Beichner, aye all.

#### **FINANCE ADMINISTRATION:**

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

Warrant	HS032610	\$ 173,501.49	Human Services Expenditures
Warrant	SP032410	1,219.53	Non-Human Services Expenditures
Warrant	040110	98,724.66	Non-Human Services Expenditures
Warrant	HS040110	196,407.23	Human Services Expenditures
Warrant	040910	184,402.16	Non-Human Services Expenditures
Warrant	HS0409	10 173,259.25	Human Services Expenditures
Warrant	041610	<u>248,709.04</u>	Non-Human Services Expenditures

**Total \$ 1,076,223.36**

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

The last item presented by Diona was an agreement between Maximus Consulting Services, Inc., and the County of Venango. Maximus will develop the annual central services cost allocation plan for Venango County. The contract reflects a three-year arrangement for preparation of the 2009, 2010, and 2011 calendar year plans. The fees for preparation of each of the calendar year plans will be \$7,400 for a total contract price of \$22,200. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

#### **TWO MILE COUNTY PARK:**

Commissioner Brooks presented for submission an application for a grant in the amount of \$71,000 to the state Department of Conservation and Natural Resources to help fund a new handicapped-accessible boat launch at the Park. Commissioner Brooks made a motion to approve the application, seconded by Commissioner Beichner, aye all.

**COUNTY ADMINISTRATION:**

Commissioner Beichner nominated Joe Stratico to the Northwest PA Workforce Investment Board for a three-year term. Mr. Stratico's term will begin April 2, 2010 and run thru April 31, 2013. Commissioner Beichner made a motion to approve the nomination, seconded by Commissioner Brooks, aye all.

Commissioner Beichner presented for approval the re-appointment of William McKinley to the Northwest Regional Planning and Development Commission for a two-year term. Mr. McKinley's term will begin April 1, 2010 and run thru March 31, 2012. Commissioner Beichner made a motion to approve the re-appointment, seconded by Commissioner Brooks, aye all.

**OTHER BUSINESS:**

Commissioner Beichner made a motion to hire HHS DR Architects & Engineers of Sharon to do a comprehensive review of the Human Services Complex building at a cost of \$4,500. Commissioner Brooks did not second the motion. Since there was a lack of a second motion, the motion died.

**PUBLIC COMMENT:**

Ray Beichner asked if the warrants could be posted on the County's website by vendor and the amounts. Fiscal Director, Diona Brick advised that they can and will be posted.

Claudia Allen asked if the County will be paying for the lawsuit against Assistant District Attorney Jim Carbone. Rich Winkler advised that at this time there would be no comment in regards to this case.

Louis Heath asked if the County was going to have the Park timbered. Commissioner Brooks advised that it is being reviewed. Mr. Heath also asked if the sewage in the houses located at the Park were ever fixed. He said the houses had no sewage and that they used holding tanks. Commissioner Brooks advised he would check with Rich Mihalic and would ask the Conservation District also.

Mark Thomas asked if the Commissioners would entertain a proposal that would put him in charge of economic development for the County. The Commissioners agreed to hear Thomas's proposal, but Commissioner Brooks pointed out that the state has guidelines for economic development enterprises wishing to do business with counties. Commissioner Brooks advised he would provide Thomas with information on the state requirements.

Commissioner Beichner made a motion to adjourn the meeting at 6:25 p.m., seconded by Commissioner Brooks, aye all.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.