

Reviewed by: _____

COMMISSIONER BOARD MINUTES

June 8, 2010

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

Commissioner Tim Brooks
Rich Winkler, Solicitor/Treasurer
Lisa Mumford, Admin. Asst.
O. C. Bell, Airport
Bill Kresinski, MIS
Sheila Boughner, News Herald
Ray Beichner, Taxpayer

Commissioner Jan Beichner
Deb Sharpe, Treasurer
Connie Hazelton, Human Resources
Diona Brick, Fiscal
Rich Mihalic, Park Director
Dave Schwille, Human Services
Frank Toothman, 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 6:04 p.m. A motion was made by Commissioner Brooks to approve the minutes from the May 25, 2010 meeting, seconded by Commissioner Beichner, aye all.

No public comment on the agenda. There was no business to come before the Board from Court Administration, the Prison, or County Administration.

ROW OFFICES:

Lisa Mumford, Administrative Assistant, presented for approval Resolution#2010-06 authorizing the Chairperson or Vice-Chairperson of the Board of Venango County Commissioners the authority to sign the Lobbying Certification Form of the Venango County DUI Checkpoint and Roving Task Force Grant #IDP-2011-VENANGO-0005. Commissioner Brooks made a motion to approve the above resolution, seconded by Commissioner Beichner, aye all.

COMMUNITY SERVICES:

O. C. Bell, Airport Director, presented a contract between Reno Bros., Inc., and the Venango Regional Airport for a preventative maintenance agreement to cover the boiler system and air filters.

HUMAN SERVICES:

The following items were presented for approval by Dave Schwille:

Children Youth and Family Services

Request the Board's approval to grant educational leave to Rachel Hornberger to pursue a Master's in Social Work at Edinboro University through the CWEL Program. Commissioner Brooks made a motion to approve the leave, seconded by Commissioner Beichner, aye all.

Office of Economic Opportunity

Approval of the Homeless Assistance Program pre-expenditure plan for 2010-11 at \$56,238. Commissioner Brooks made a motion to approve the program, seconded by Commissioner Beichner, aye all.

Mental Health and Mental Retardation

Approval of an agreement with Butler County MH/MR to provide services under the Health Care Quality Management Unit. The County will receive \$6,000 for this service. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

Contract with Carie Forden, PhD to provide evaluation of the forensic supported housing program at the rate of \$50.00 per hour up to a maximum of \$2,000. Dr. Forden carries professional liability insurance but only to the amount of \$200,000. Commissioner Brooks made a motion to approve the contract, pending solicitor's review, seconded by Commissioner Beichner, aye all.

Contract with CARES, LLC to provide a web-based training in conjunction with the forensic supported housing program at a cost of \$1,000.

Contract with Community Services of Venango County for 2009-10 in the amount of \$18,470 to provide training for 12 individuals to work in the Aging or MH/MR field as direct care workers.

The following are renewals for 2010-11

Family Services of Northwestern PA to provide Family Based Mental Health services to those consumers ineligible for other types of reimbursement. Payment will be at the current Medical Assistance rate.

Easter Seals of Western PA to provide occupational therapy at the rate of \$18.69 per 15 minute unit.

Stairways Behavioral Health to provide consultative housing assistance services in an amount not to exceed \$5,000.

Sugar Valley Lodge to provide for additional needs of 45 seriously mentally ill consumers at a maximum of \$234,200. SVL will provide temporary emergency housing at the rate of \$48 per day.

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

FINANCE ADMINISTRATION:

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

Warrant	HS052010	\$ 1,950.00	Human Services Expenditures
Warrant	052810	280,810.94	Non-Human Services Expenditures
Warrant	SP052510	23,300.45	Non-Human Services Expenditures
Warrant	HS052810	164,846.40	Human Services Expenditures
Warrant	EL052610	24,211.52	Non-Human Services Expenditures
Warrant	SP052810	3,512.00	Non-Human Services Expenditures
Warrant	060410	104,186.82	Non-Human Services Expenditures
Warrant	HS060410	80,832.16	Human Services Expenditures
Warrant	061110	451,462.01	Non-Human Services Expenditures
Total \$ 1,135,112.30			

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

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Connie Hazelton:

APPOINTMENT - In Department #515 (RSVP) of **Monica Kelley**, RSVP Project Advisor, Full-Time, Exempt Pay Grade 1 (\$31,980/yr.) **effective 06/14/10; Special Conditions:** Filling existing vacancy.

PROBATIONARY NEW HIRE – In Department #520 (Children & Youth Services) of **Tamara Strobel**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 3 (\$13.96/hr.), **effective 06/21/10; Special Conditions:** Filling existing vacancy; must successfully complete pre-employment drug screening. In Department #540 (MH/MR) of **Lanado Fleming**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 11 (\$15.12/hr.), **effective 06/01/10; Special Conditions:** Filling newly created position ratified at March Salary Board meeting; of **Terri Mucio**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 1 (\$13.69/hr.), **effective 06/14/10; Special Conditions:** Filling newly created position ratified at March Salary Board meeting.

TEMPORARY NEW HIRE – In Department #605 (Park) of **Michael Sutch**, Maintenance Worker Intern, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$8.11/hr.), **effective 05/24/10; Special Conditions:** Filling newly created position ratified at April Salary Board meeting; temporary assignment through 09/30/10.

END OF PROBATION – In Department #130 (Human Resources) of **Wanda Osgood**, Payroll Coordinator, Full-Time, 70 hours/pay, **effective 05/13/10; Special Conditions:** No change in pay grade or step.

LATERAL TRANSFER – Of **Roxanne Black**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 2 (\$13.82/hr.), **from** Department #520 (Children and Youth Services) **to** Department #540 (MH/MR), **effective 06/07/10; Special Conditions:** Filling newly created position ratified at March Salary Board meeting.

PROMOTION – In Department #540 (MH/MR) of **Sally Roddy**, **from** Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 4 (\$14.11/hr.), **to** Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 Step 2 (\$15.25/hr.), **effective 06/07/10; Special Conditions:** Filling newly created position ratified at April Salary Board meeting; grant funded through 03/31/12.

SEPARATION OF EMPLOYMENT – In Department #520 (Children and Youth Services) of

Tessa Martin, Fiscal Technician, **effective 06/11/10**.

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

ROW OFFICES - Human Resources:

RETURN FROM LEAVE OF ABSENCE – In Department #205 (Courts) of **Nancy Cox**, Court Recording Monitor/Transcriptionist, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 4 Step 7 (\$12.01/hr.), **effective 06/01/10**.

CORRECTION TO 05/25/10 ROW OFFICES HR AGENDA

END OF PROBATION – In Department #270 (Sheriff) of **Jason Bean**, Deputy Sheriff, Full-Time, 80 hours/pay, **effective 04/02/10**; **Special Conditions:** No change in pay grade or step.

Note: Effective date should reflect 04/06/10.

The above items were reviewed by the Commissioners

PLANNING COMMISSION:

Commissioner Brooks presented for approval an application for a Down Payment and Closing Cost Assistance Grant Agreement in the amount of \$3,150. The Venango County Affordable Housing Trust Fund agrees to provide this money to Sean and Amanda Dimmack to be used for costs associated with down payment and/or closing costs for the purchase of property located at 128 Gilfillan Street, Franklin, PA 16323. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

TWO MILE COUNTY PARK:

Park Director, Rich Mihalic, advised that the County beach opens Wednesday, June 9th. Rich also advised that the Park had a large crowd over Memorial Day weekend. A Moonwalk at the Park will be held Saturday, June 26th.

Commissioner Beichner made a motion to adjourn the meeting at 6:14 p.m., seconded by Commissioner Brooks, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.