

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**August 24, 2010**

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

Commissioner Tim Brooks	Commissioner Jan Beichner
Denise Jones, Chief Clerk	Rich Winkler, Solicitor
Deb Sharpe, Treasurer	Lisa Mumford, Admin. Asst.
Connie Hazelton, Human Resources	Diona Brick, Fiscal
Bill Kresinski, MIS	Rich Mihalic, Park Director
Tim Johnson, Domestic Relations Director	Sheila Boughner, News Herald
Dave Schwille, Human Services	Mike Thomas, Taxpayer
Frank Toothman, Taxpayer	Rod Bedow, Sr., Taxpayer
Susan Duray, Taxpayer	Steve Rembold, 911
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 6:04 p.m. A motion was made by Commissioner Brooks to approve the minutes from the July 27, 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 Prison.

**COURT ADMINISTRATION:**

Tim Johnson, Director of Domestic Relations, presented for ratification the Alternate Hearing Officer Contract – Private Attorney. William G. Martin, Esquire, will be serving as the Domestic Relations Hearing Officer in absence of the full time Hearing Officer. The County shall pay the Alternate Hearing Officer \$65.00 per hour for out-of-court time, and \$65.00 per hour for in-court time. Commissioner Brooks made a motion to ratify this contract, seconded by Commissioner Beichner, aye all.

Chief Clerk, Denise Jones, had two items to present on behalf of Court Supervision Services. The first item presented was the SCRAM Monitoring Contract. This agreement is made between Venango County and the Advanced Alcohol Monitoring Program for equipment and monitoring services. The unit is designed to detect alcohol consumption by adult and juvenile participants with violations reported to the supervising agency. This is a renewal of an existing contract with the provider due to the expiration of the contract and the addition of new technology. Offenders are charged a per diem fee of \$10.00 to participate in this program.

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

The second item Denise presented was the Think Right License Agreement. This is an agreement between Venango County, McKean County, Pathways and the vendor, Positive Solutions Associates Inc. The agreement would allow the counties and Pathways to copy and present, a cognitive life skills curriculum to juvenile offenders developed by Clime International and marketed by Positive Solutions for the period specified. Venango County's portion of the licensing fee would be paid from a PCCD grant which runs through June 2011. Permission to operate the program would expire in August of 2012. Payments for the license would be made in advance, during the life of the grant. There is also a provision which would permit the counties and Pathways to obtain annual reports and data analysis for an additional fee. Commissioner Brooks made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

### **ROW OFFICES:**

Rich Winkler, County Solicitor, presented on behalf of the Register/Recorder's Office a Public Access Service INFOCON County Access System Agreement. The agreement is between the County of Venango and INFOCON Corporation which the general objectives of the agreement is to offer the convenience of remote access, on a fee for service basis, to information which is presently available to the public on terminals within County facilities. There will be no cost to the County. The after expense profits generated by this service shall be shared by the County and INFOCON. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

### **COMMUNITY SERVICES:**

Steve Rembold, 9-1-1 Director, had two contracts to present. The first item was the Interact (Computer Aided Dispatch) contract. This is the yearly maintenance on 911's Computer Aided Dispatch software. The contract is in the amount of \$17,419.00 per year. The duration of the contract will be from August 21, 2010 thru August 20, 2011. Commissioner Brooks made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

The second contract presented by Steve Rembold was the Emerson Network Power contract. This is the yearly maintenance on 911's UPS system. The contract is for \$3,220.00 per year. The contract goes into effective August 29, 2010 and will run thru August 28, 2011. Commissioner Brooks made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

Denise Jones had two items to present on behalf of the Airport. The first item was a Change Order #2 for Glenn O. Hawbaker in the amount of \$8,400 to perform additional work on the Runway 12-30 Rehabilitation Project. This work consists of herbicide treatment and re-seeding of the Runway 12-30 edge as well as additional crack sealing on Runway 3-21. There is a balance of \$64,536.95 on the grant which expires June 30, 2011. Commissioner Brooks made a motion to approve the Change Order, seconded by Commissioner Beichner, aye all.

The second item Denise presented was a Hanger Lease Agreement for John J. Kush, Jr., leasing Hangar 8-6 on a standard month to month lease agreement in the amount of \$85.85 monthly including tax. Commissioner Brooks made a motion to approve the Hangar Agreement, seconded by Commissioner Beichner, aye all.

Denise announced that Mark Hicks has been hired as a planner by Northwest Emergency Response Group for the County. Mark will begin work on September 7, 2010. Mark will be attending meetings as well as other functions with Tom Sherman, EMA Director. Mark will be a temporary employee of the Emergency Management Office; therefore, Tom Sherman is asking permission for him to use vehicles purchased by the Emergency Response Group and insured by the County. Commissioner Brooks made a motion to approve Mark Hicks' use of vehicles, seconded by Commissioner Beichner, aye all.

**HUMAN SERVICES:**

The following items were presented for approval by Dave Schwillie:

**Children, Youth and Family Services**

2010-11 Substitute Care Contracts

Bair Foundation

Therapeutic Foster Care	\$ 65.36
Medically Needy 1 & 2	\$ 53.76
Medically Needy 3 & 4	\$ 58.44
Traditional Foster Care and Basic Kinship Care	\$ 55.00

Commissioner Brooks made a motion to approve the above contract, pending solicitor's review, seconded by Commissioner Beichner, aye all.

Pathways Adolescent Center

Male	\$130.00
New Beginnings (Female)	\$135.00
Transitional Living	\$125.00

Commissioner Brooks made a motion to approve the above contract, pending solicitor's review, seconded by Commissioner Beichner, aye all.

Perseus House

Andomeda House ITU	\$220.52
Florence Crittendon-Baby	\$ 38.00
Florence Crittendon-Mother	\$234.35
Florence Crittendon –Mother and Baby Shelter	\$272.35
Intensive Treatment Residential	\$187.06
	\$254.39

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

2010-11 In Home Contracts

Erie Homes for Children and Adults

Visitation	\$27.93 per unit/max \$43,574
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Doula	\$33.69/unit/max \$50,800
Family Engagement	\$29.27/unit/max\$57,802

#### Mars Home For Youth

Aftercare Services (CSS)	\$27.00 per unit/max \$78,840
Multi-Systemic Therapy	\$65.00 per unit/max \$245,635 (non-MA Eligible)

Commissioner Brooks made a motion to approve the above contract, pending solicitor's review, seconded by Commissioner Beichner, aye all.

Venango County Foster Care Agreements. Commissioner Brooks made a motion to approve the contract, seconded by Commissioner Beichner, aye all.

### **Mental Health, Developmental Programs and Early Intervention**

New Directions Psychiatry, PC, effective 01 October 2010, contract establishes a rate for no-show appointments at the rate of \$65.00 per medication check and \$250 per psychiatric evaluation and moves psychiatric services to the Base Service Unit and discontinues the service (sub contract to the BSU) at the Regional Counseling Center. Also to provide a Certified Registered Nurse Practitioner for a Mobile Psychiatric Medication Program, effective 17 September 2010 for 8 hours per week. Contract is for the training of staff at \$80 per hour. Services are reimbursed under the Healthchoices program.

Amendment to the contract with the Regional Counseling Center to discontinue providing psychiatric services at the base service unit effective 01 October 2010, including administrative support. The new contract maximum for outpatient reimbursement at Oil City is \$208,495. The contract is also amended to provide Crisis Intervention Staff Support from 30 July 2010 to 30 June 2011 at:

Training	\$17.50 per hour
16 hour Shift	\$51.50 per diem
24 hour shift	\$82.74 per diem

Amendment to the 2010-11 contract with Next Step Therapy to include Special Instruction-vision Services at the rate of \$27.99 per 15 minute unit

Lease agreement with Kris Miller for a property in the 3<sup>rd</sup> ward of Franklin for the period from 24 August 2010 through 24 August 2011. The monthly rent of \$575 includes all utilities.

Sublease agreement for the period of 24 August 2010 to 24 February 2011 for 30% of the tenant's gross income up to \$575 per month. Rent is inclusive of all utilities.

Sublease agreement for the period of 03 August 2010 through 24 December 2011 for 30% of the tenant's gross income up to \$450 per month, inclusive of all utilities.

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

### **Substance Abuse Services**

Renewal agreement for 2010-11 with Abstinent Living at the Turning Point at Washington, Inc. for Halfway House at \$87.00 per diem.

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

Renewal agreement for 2010-11 with Gaudenzia Erie for:

- Halfway House for women and women with children at \$113.00; Halfway House for Males at \$87.00; Inpatient Non-Hospital Detox at \$220.00; Short and Long Term Inpatient Non Hospital Rehab at \$155.00; Dual Diagnosis Inpatient Non-Hospital Rehab at \$245.00

Commissioner Brooks made a motion to approve the above contract, pending solicitor's review, seconded by Commissioner Beichner, aye all.

**FINANCE ADMINISTRATION:**

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

Warrant 073010	\$ 329,821.52	Non-Human Services Expenditures
Warrant HS073010	192,659.98	Human Services Expenditures
Warrant 080610	226,230.85	Non-Human Services Expenditures
Warrant HS080610	236,145.47	Human Services Expenditures
Warrant 081310	122,118.73	Non-Human Services Expenditures
Warrant HS081310	170,913.91	Human Services Expenditures
Warrant SP081710	3,705.00	Non-Human Services Expenditures
Warrant 082010	159,373.31	Non-Human Services Expenditures
Warrant HS082010	<u>303,702.22</u>	Human Services Expenditures
<b>Total</b>	<b>\$ 1,744,670.99</b>	

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

**HUMAN RESOURCES:**

The last item presented by Connie Hazelton was the Administrative Regulations for the Implementation of the Pay Plan. This implementation of the amended pay plan and rules pertains to County employees who are covered under a collective bargaining agreement or Civil Service regulations. This is part of a move to a merit-based hiring system rather than the Civil Service system. Commissioner Brooks made a motion to approve the implementation, seconded by Commissioner Beichner, aye all.

**PLANNING COMMISSION:**

On behalf of the Planning Commission, Denise Jones presented three resolutions. The first was Resolution #2010-09 – Waiver of Recovery Zone Economic Development Bond. The Board of Venango County Commissioners waived all of the Recovery Zone Economic Development Bond allocation in the amount of \$711,000. Commissioner Brooks made a motion to ratify the resolution, seconded by Commissioner Beichner, aye all.

The next resolution presented was Resolution #2010-10 – Waiver of Recovery Zone Facility Bond. The Board of Venango County Commissioner waived all of the Recovery Zone Facility Bond allocation in the amount of \$1,067,000. Commissioner Brooks made a motion to ratify

the resolution, seconded by Commissioner Beichner, aye all.

The last resolution presented was Resolution #2010-11 – Closing Out Community Conservation Partnership Grant Project BRC-TAG-12.5-23. The County has prepared a Recreation, Park, and Open Space Plan for the Venango County area; and the purpose of the plan is to serve as a tool for addressing the current and future recreation needs of County residents and to establish a framework for the decisions that must be made in order to provide adequate recreation facilities and programs. Commissioner Brooks made a motion to approve the resolution, seconded by Commissioner Beichner, aye all.

Commissioner Brooks announced that there is a vacancy on the Planning Commission Board. The vacancy is for a five-year term and anyone interested should submit a letter of interest to the Commissioners' office by September 13, 2010.

**TWO MILE COUNTY PARK:**

The award of the Forest Management Consultant Contract for Two Mile Run County Park to McKain Forestry Services was presented by Park Director, Rich Mihalic. Mike McKain is a certified forester with McKain Forestry Services which is located in Kennerdell, PA. Listed below is McKain's cost estimated to update the Forest Stewardship Plan for Two Mile Run County Park. This estimate is a maximum cost and savings will be passed on to the County:

Interviews	2 hrs.	\$100.00
Recon and photo interpretation	2 days	800.00
Field Inventory	14 days	5,600.00
Update written plan	2 days	800.00
TOTAL COST		7,300.00

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

Rich also advised that the Park is going extremely well. Rich announced that the Nancy Frey-Smith Memorial which was held August 14<sup>th</sup> & 15<sup>th</sup> was a great success.

**COUNTY ADMINISTRATION:**

Chief Clerk, Denise Jones, presented for ratification Change Order #1 for the 2010 Deck Rehabilitation Project from Frank B. Taylor Engineering. Quality Engineering Solutions, the contractor, will paint each deck clip prior to installation on the Reynolds Bridge. The additional cost will be \$449.45. The original contract price was \$62,543.49. The new contract price including the change order will be \$62,992.94. Commissioner Brooks made a motion to ratify the change order, seconded by Commissioner Beichner, aye all.

Denise presented for approval a Capital Master Agreement with IKON for eleven new copiers at a cost of \$3,410 per month for 60 months. This agreement is on a State Contract. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

The last item presented by Denise was the Update Agreement with IKON for the Courthouse. This is for a copier to be placed in the basement of the Courthouse at a cost of \$575 per month for 60 months. This is also on a State Contract. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

**OTHER BUSINESS:**

Commissioner Brooks announced the resignation of Ron Wenner from the Housing Authority Board effective immediately. Commissioner Brooks was appointed to serve on the Housing Authority Board effective immediately. Commissioner Brooks made a motion to accept Ron Wenner's resignation and the approval of himself to the Housing Authority Board, seconded by Commissioner Beichner, aye all.

**PUBLIC COMMENT:**

Rod Bedow ask if the Commissioners negotiated a percentage lower than 10 percent of timbersale commission. The Commissioners said at this time they have not.

Commissioner Beichner made a motion to adjourn the meeting at 6:30 p.m., seconded by Commissioner Brooks, aye all.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.