

Reviewed by: _____

COMMISSIONER BOARD MINUTES
August 25, 2009

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

Commissioner Tim Brooks	Commissioner Jan Beichner
Commissioner Troy Wood	Rich Winkler, Solicitor
Denise Jones, Chief Clerk	Lisa Mumford, Admin. Asst.
Connie Hazelton, Human Resources	Steve Rembold, 9-1-1 Director
Dave Schwille, CYS	O. C. Bell, Airport
Sheila Boughner, News Herald	Diona Brick, Fiscal
Bill Kresinski, MIS	Rich Mihalic, Park Director
Mark Heim, WKQW	Misti Kresinski, Taxpayer

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

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 6:03 p.m. A motion was made by Commissioner Wood to approve the minutes from the August 11, 2009 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, Row Offices, the Prison, or the Planning Commission.

COMMUNITY SERVICES:

Steve Rembold, 9-1-1- Director presented an addendum to the Mobilcom Contract. Mobilcom will install a monopole collar mount for up to four antennas and one radiation system at the Oil City site. The total cost will be \$9,869.32 which will be funded thru the 911 Fund. Commissioner Wood made a motion to approve the addendum, seconded by Commissioner Beichner, aye all.

The next item presented by Steve was the Verizon Emergency Subscriber List Information License Agreement. Verizon will provide updated information to the 911 Center pertaining to telephone records on a weekly basis at a cost of \$24 per month for three years. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Wood, aye all.

Next presented by O.C. Bell, Airport Director was a lease agreement between the County of Venango and Primo GRC., Inc. The lease is for the purpose of operating a business establishment which is Primo Barone's Restaurant located at the airport. The lease is for 10 years. The annual rent for the first five years is \$55,200 to be paid monthly in advance in successive equal installments of \$4,600. The monthly rental shall be due and payable to the County on or before the first day of each and every calendar month, beginning on August 1, 2009. Rent for years 6 through 10 of the lease term shall be negotiated between the County of

Venango and Primo GRC., Inc. no later than July 1, 2014. Commissioner Beichner made a motion to approve the lease, seconded by Commissioner Wood, aye all.

HUMAN SERVICES:

The following items were presented for approval by Dave Schwillie:

CYS

Renewal agreement with Heart to Heart Parent Support Network in the amount of \$67,280.

Agreement with the University of Pittsburgh and Laine McCullon to participate in the CWEL program in 2009-11.

Commissioner Wood 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:

The following warrants are submitted for your approval:

Warrant	HS081409	\$	165,056.90	Human Services Expenditures
Warrant	HS081309		2,042.04	Human Services Expenditures
Warrant	082109		136,649.41	Non-Human Services Expenditures
Warrant	HS082109		280,636.42	Human Services Expenditures
Warrant	SP082009		698.55	Non-Human Services Expenditures
Warrant	082809		<u>299,822.96</u>	Non-Human Services Expenditures
Total		\$	884,906.28	

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

The next item presented by Diona was a request to transfer \$5,000 from the Contingency to the Courthouse Annex capital budget for renovations of office space on the 3rd floor. Commissioner Wood made a motion to approve the transfer, seconded by Commissioner Beichner, aye all.

The last item presented by Diona for approval was an Engagement Letter from Maher Duessel pertaining to the June 30, 2009 Transportation Program audit. The fee for the additional services is \$8,650 which had been budgeted for. This letter is an addendum to the services outlined in the original engagement letter of August 21, 2007. Commissioner Wood made a motion to approve the engagement letter, seconded by Commissioner Beichner, aye all.

HUMAN RESOURCES:

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

TEMPORARY NEW HIRE – In Department #605 (County Park) of **Ethel Rodebaugh**, Department Clerk Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 08/20/09**; **Special Conditions:** Filling existing vacancy;

assignment ends 09/30/09.

END OF PROBATION – In Department #235 (District Judge 3-3) of **Melissa Boreman**, District Judge Secretary, Full-Time, 70 hours/pay, **effective 08/14/09**; **Special Conditions:** No change in pay grade or step.

DECREASE IN HOURS/CHANGE IN EMPLOYMENT STATUS/RATE ADJUSTMENT
In Department #155 (MIS) of **Robert Wilson**, GIS Analyst, **from** Regular Full-Time, 75 hours/pay, Non-Union Hourly Pay Grade 10 Step 10 (\$20.53/hr.), **to** Regular Part-Time, 20 hours/pay, Non-Union Hourly Pay Grade 10 Step X (\$35.00/hr.), **effective 08/17/09**; **Special Conditions:** Benefits discontinued immediately.

SEPARATION OF EMPLOYMENT – In Department #205 (Courts) of **Holly Thiel**, Law Clerk, **effective 09/11/09**. In Department #305 (Prison) of **Michael Dolan**, Corrections Officer, **effective 08/03/09**; **Special Conditions:** Action to be ratified at September Prison Board meeting; of **Kimberly Goodman**, Corrections Officer, **effective 08/05/09**; **Special Conditions:** Action to be ratified at September Prison Board meeting. In Department #510 (Area Agency on Aging) of **Deborah Letke**, Senior Center Manager I, **effective 08/18/09**.

CORRECTION TO 08/11/09 HR AGENDA

SEPARATION OF EMPLOYMENT – In Department #155 (MIS) of **Robert Wilson**, GIS Analyst, **effective 08/14/09**.

Note: Employee rescinded resignation.

Connie also presented the UPMC Health Network Group Agreement which is in effect from January 1, 2009 through January 2, 2010. The group contract provides coverage for health benefits for union and non-union County employees. Commissioner Wood made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

TWO MILE COUNTY PARK:

Rich Mihalic, Park Director advised that the park has received \$3,500 from Penn Soil RC&D Council for funding to complete the handicap accessibility renovations required at the Nature Lodge facility which includes an accessible ramp and sidewalk. The County has received a cost estimate from Jason Miller Concrete Contracting in the amount of \$7,000 to accomplish the proposed scope of work, and the County will commit \$3,500 of county funds as match for this grant application. There was a discussion that Jason Miller will also construct another short sidewalk leading to the steps of the Nature Lodge for an additional cost of \$300 opposed to \$1,500 since his equipment is already at the park.

Next Rich advised the beach will be open during normal hours through Saturday, noon to 7:00 p.m. and 1 to 5 p.m. Sunday. It will be closed from Monday, Aug. 31 thru Friday, Sept. 4 but will reopen for the Labor Day weekend.

The last item Rich presented for approval was the boat races with Three Rivers Outboard Racing Association. Three Rivers Outboard Racing Association will host a fall regatta at Two Mile Run Park on September 25th thru September 27, 2009. Commissioner Wood made a motion to approve the regatta, seconded by Commissioner Brooks. Commissioner Beichner opposed the regatta. Motion passed by majority vote.

OTHER BUSINESS:

Commissioner Beichner advised she knows a person that has taken a picture of Justus Lake at the park and he would like to donate it to the Nature Lodge. Rich Mihalic advised he would be very interested in the picture.

A motion to adjourn the meeting was made by Commissioner Wood at 6:18 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.