

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**November 10, 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
Denise Jones, Chief Clerk	Rich Winkler, Solicitor
Deb Sharpe, Treasurer	Lisa Mumford, Admin. Asst.
Connie Hazelton, Human Resources	Diona Brick, Fiscal
Dave Schwille, Human Services	Bill Kresinski, MIS
Rich Mihalic, Park Director	O. C. Bell, Airport
Sheila Boughner, News Herald	Ray Beichner, Taxpayer
Gerry Wike, Taxpayer	Linda Scheckler, Taxpayer
Robert Murphy, Taxpayer	Frank Toothman, Taxpayer
Rodney Bedow, Sr., Taxpayer	Martha Breene, 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 6:06 p.m. A motion was made by Commissioner Brooks to approve the minutes from the October 27, 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 or the Prison.

**ROW OFFICES:**

Presented by Chief Clerk, Denise Jones was an Ikon Office Solutions Sales and Service Agreement. District Magistrate Andrew Fish is purchasing a new Ricoh digital copier/fax for his office at a cost of \$1,895. There is also a service contract for this copier in the amount of \$612 per year for three years. The service contract covers any repairs to the copier, all service labor, parts, drums and all toners. Commissioner Brooks made a motion to approve the sales and service agreement, seconded by Commissioner Beichner, aye all.

**COMMUNITY SERVICES ADMINISTRATION:**

O. C. Bell, Airport Director presented a Hanger Lease Agreement between Venango Regional Airport and William Richard Smith and Jerry L. Ziegler. This is a renewal of a previous agreement with the following changes: Mr. Smith would like to move from hangar 15-2 to 14-2 and Jerry L. Ziegler is added to the lease. The first month rental payment will be \$285, (deposit waived for current tenant) plus 6% sales tax (\$17.10) per month and subsequently payable in monthly installments of \$302.10. The lease will be for one year and continuing thereafter from

month to month until the agreement is terminated. Commissioner Brooks made a motion to approve the lease agreement, seconded by Commissioner Beichner, aye all.

### **HUMAN SERVICES:**

The following item was presented for approval by Dave Schwille:

#### **Aging**

Snow removal agreement with Fred Frado for the Scrubgrass Senior Center at the rate of 445.00 per occurrence. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Brooks, aye all.

#### **MH/MR**

Amendment to the contract with Community Services of Venango County of \$6,004 to cover additional costs to the repair of the roof on the Elk St. apartment building.

Request commissioner approval to submit the continuation funding application for Home Based Early Head Start services to the Department of Health and Human Services, Administration for Children and Families. The total application is for \$1,022,994.00 of which \$818,393.00 is Federal Funding and \$204,601.00 is local match. All local match is provided by the sub-contractor, CSVC, in the form of in-kind services. The program serves 116 pregnant women, infants, and toddlers.

Approval of the 2008-09 MH Income and Expenditure report.

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

#### **OEO**

Amendment to the Work Ready Program contract with Crawford County Mental Health Awareness Program (CHAPS) in the amount of \$7,218. The adjustment is due to the passage of the Commonwealth budget.

Amendment to the Work Ready Program contract with Community Services of Venango County in the amount of \$7,218. The adjustment is due to the passage of the Commonwealth budget.

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

The last items presented by Dave Schwille was the ratification of the DCED Contract No. C000037159 for a Second CSBG Amendment. The contract activity period, as amended, will be January 1, 2009 to December 31, 2010. The total amount of the contract shall remain at \$375,583. Commissioner Beichner made a motion to ratify the second amendment, seconded by Commissioner Brooks, aye all.

**FINANCE ADMINISTRATION:**

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

Warrant	HS103009	\$	219,826.21	Human Services Expenditures
Warrant	SP103009		2,839.00	Non-Human Services Expenditures
Warrant	110609		226,407.07	Non-Human Services Expenditures
Warrant	HS110609		325,505.61	Human Service Expenditures
Warrant	111309		<u>163,002.55</u>	Non-Human Services Expenditures

**Total** \$ **937,580.44**

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

Also submitted by Diona was a 2009 budget transfer in the amount of \$10,000 from Assessment to the Commissioner's budget to cover legal costs. Commissioner Brooks made a motion to approve the transfer, seconded by Commissioner Beichner, aye all.

**PLANNING COMMISSION:**

Chief Clerk, Denise Jones presented on behalf of the Planning Commission, a Second Amendment to Agreement for Consulting Services between the County of Venango and czb, LLC. The scope of consulting services has been expanded again from the original agreement. The additional services shall include, but not limited to, providing a comprehensive interpretation of the pertinent regulations, writing the NSP II strategy, organization of the NSP II applications elements including maps, narrative, tables, charts, budgets and logic models. The compensation to czb, LLC shall be increased in the amount of \$20,000 for the additional work. Commissioner Brooks made a motion to ratify the second amendment, seconded by Commissioner Beichner, aye all.

The last item Denise presented was the ratification of the approved Community Block Grant-R – Contract #C000046332, in the amount of \$80,320. The contract will begin September 23, 2009 and shall end on June 30, 2012. Commissioner Brooks made a motion to ratify the grant, seconded by Commissioner Beichner, aye all.

**TWO MILE COUNTY PARK:**

Rich Mihalic, Park Director requested approval to submit an application to The Home Depot for a 2009 Building Health Communities Grant Program. The grant is in the amount of \$2,500 to help for the cost of replacement of access steps to Justus Lake in Big Pine Area at the park. The total cost of the project would be \$5,500. Commissioner Brooks made a motion to approve the application, seconded by Commissioner Beichner, aye all.

**COUNTY ADMINISTRATION:**

Presented by Chief Clerk, Denise Jones was a County Movie Book Agreement. This agreement is between CGI Communications, Inc. and the County of Venango. CGI Communications will make a professional promotional video of the County for placement on the County website at no cost to the County. Denise Jones advised the company makes its money be selling ads to businesses that will appear on the site. Commissioner Brooks made a motion to approve the agreement, seconded by Commissioner Beichner, aye all.

**OTHER BUSINESS:**

Mr. Rod Bedow expressed his disapproval of the Commissioners pending decision to assume the mortgage and buy out its lease for the Venango County Human Service Complex at a cost of 2.6 million dollars. He urged the Commissioners to seek outside legal counseling to see if the County could terminate the original lease with the Oil Region Alliance whom the County has the lease of the building with. He claimed the Alliance did not fulfill its lease obligations. Bedow suggested a better option would be for the County to continue to lease the building on a yearly basis until it can build a new green building to meet the County's needs. Former County Commissioners signed a 20-year lease for the building which the mortgage included \$1 million for renovations to the building and the lease would cost the County \$11 million dollars. Commissioner Brooks agreed the lease should never have been done, but it was. He also advised that the lease was legal and that it cannot be terminated. Commissioner Brooks advised the County would save \$6 million dollars over the life of the lease by buying out the lease. Commissioner Beichner asked the Alliance to not accept the \$1 million ransom for the building. She advised that if the Alliance has the taxpayers in mind, they will not accept the \$1 million.

Commissioner Beichner made a motion to adjourn the meeting at 6:51 p.m., seconded by Commissioner Brooks, aye all.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.