

Reviewed by: _____

COMMISSIONER BOARD MINUTES
January 22, 2008

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
Rich Winkler, Solicitor
Lisa Mumford, Admin. Assist
Dave Schwille, Human Services
Frank Toothman, Taxpayer
Phyllis Toothman, Taxpayer
Rodney Bedow, Taxpayer
Robert Wilson, MIS
Jim Hawk, ORA
Jane Richey, Taxpayer
Dean Sherman, Taxpayer

Commissioner Troy Wood
Denise Jones, Chief Clerk
Diona Brick, Fiscal
Connie Hazelton, Human Resources
Heather Mohnkern, Auditor
Sheila Boughner, News Herald
Randy Seitz, ORA
Steve Rembold, 911
John Phillips, ORA
Ray Hagstrom, ORA
Steve Hanna, Taxpayer
Darlene Sherman, Taxpayer

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

The Election Board was convened and adjourned at 6:03 p.m.

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 January 8, 2008 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, Prison, Human Services, and the Planning Commission.

COMMUNITY SERVICES ADMINISTRATION:

Presented by Bob Wilson, GIS Coordinator in the MIS Department was approval of a service contract with Northwest Pennsylvania Regional Planning and Development Commission and 911. The wireless mapping layers are not accurate in the County. The Commission will provide the County of Venango with building footprints, centerlines and address polygons that have been geographically corrected to align with the PAMAP imagery. The Commission will provide better and correct maps for the County. The amount of the contract will be \$100,000 which funds would come from the Wireless Fund account. Commissioner Wood made a motion to approve the contract pending the County Solicitor's review and approval, seconded by Commissioner Beichner, aye all.

Next presented by Steve Rembold, 911 Director was approval for a contract with ComPros for the Venango County UPS and Generator for the 911 Center. ComPros will supply and install a propane fueled 80KW generator, generator pad, two Libert 16KVA UPS, surge suppression panel, and contract a local electrician to connect the system. The total cost of the contract would be \$128,575. Purchase was made via a state contract. Commissioner Wood made a motion to approve the contract pending the County Solicitor's review and approval, seconded by Commissioner Beichner, aye all.

FINANCE ADMINISTRATION:

Diona Brick presented the following warrants for approval:

Warrant	HS011108	\$ 388,590.24	Human Services
Expenditures			
Warrant	SP011008	2,250.00	Non- Human Services Expenditures
Warrant	HS011408	649.40	Human Services Expenditures
Warrant	011808	1,535,537.06	Non-Human Services Expenditures
Warrant	HS011808	647,154.45	Human Services Expenditures
Warrant	012508	<u>334,869.30</u>	Non-Human Services Expenditures
Total Estimated Cost		\$ 2,909,505.45	

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

Diona Brick also announced that the 2008 budget is currently under review and the revised version will be on display in the Commissioners' office as of February 1, 2008 for a ten day period, to be adopted at the February 12th meeting.

HUMAN RESOURCES:

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

PROBATIONARY NEW HIRE – In Department #520 (Children and Youth Services) of **Joyce Slocum**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 1 (\$13.42/hr.), **effective 02/04/08; Special Conditions:** Filling existing vacancy; of **Nancy VanTassell**, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 1 (\$13.42/hr.), **effective 01/22/08; Special Conditions:** Filling existing vacancy.

TEMPORARY NEW HIRE – In Department #520 (Children and Youth Services) of **Amber McMillen**, Social Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 (\$7.95/hr.), **effective 01/14/08; Special Conditions:** Filling position to be ratified at 02/12/08 Salary Board meeting.

END OF PROBATION – In Department #270 (Sheriff) of **Ryan Ruditis**, Deputy Sheriff, Teamsters position, Full-Time, 80 hours/pay, **effective 01/01/08; Special Conditions:** No change in pay grade or step. In Department #540 (MH/MR) of **Janet Carlson**, Department Clerk II, SEIU position, Full-Time, 75 hours/pay, **effective**

01/09/08; Special Conditions: No change in pay grade or step.

PROMOTION – In Department #530 (Integrated Crisis Services) of **Bonnie Reed**, from Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 13 (\$15.12/hr.), to Caseworker III, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 Step 4 (\$15.24/hr.), **effective 01/01/08; Special Conditions:** Meets Civil Service standards for reclassification.

OUT OF CLASS COMPENSATION – In Department #230 (District Justice 3-2) of **Faye Cuprinka**, District Justice Secretary, Full-Time, 70 hours/pay, from Non-Union Hourly Pay Grade 2 Step 24 (\$11.54/hr.) to Non-Union Hourly Pay Grade 2 Step X (\$12.46/hr.), **effective 01/15/08; Special Conditions:** Temporary assignment two days per week for increased responsibilities not to exceed six weeks to cover for leave of absence; compensation over current rate of pay to be charged to #240 (District Justice 3-4).

OUT OF CLASS COMPENSATION/DECREASE IN HOURS – In Department #240 (District Justice 3-4) of **Charlene Schrecengost**, District Justice Secretary, Part-Time, from 70 hours/pay, Non-Union Hourly Pay Grade 2 Step 27 (\$11.89/hr.) to 42 hours/pay, Non-Union Hourly Pay Grade 2 Step 27 (\$11.60/hr.), **effective 01/15/08; Special Conditions:** Temporary assignment for increased responsibilities not to exceed six weeks to cover for leave of absence.

EXTENSION OF OUT OF CLASS COMPENSATION – In Department #520 (Children & Youth Services) of **Sara Wiegel**, Social Work Supervisor, Full-Time, Exempt Pay Grade 3 (\$40,834/yr.), **effective 01/09/08; Special Conditions:** Temporary assignment for increased responsibilities through 01/12/08 to cover for leave of absence; regular pay resumes at \$37,810/yr. effective 01/13/08.

RETURN FROM LEAVE OF ABSENCE – In Department #260 (District Attorney) of **Susan Shilling**, Victim Witness Coordinator, **effective 12/20/07**.

RATE ADJUSTMENT – In Department #260 (District Attorney) of **Susan Shilling**, Victim Witness Coordinator, Full-Time, 70 hours/pay, from Non-Union Hourly Pay Grade 6 Step 3 (\$13.36/hr.) to Non-Union Hourly Pay Grade 6 Step 4 (\$13.83/hr.), **effective 01/01/08; Special Conditions:** Reflects 2008 cost of living increase.

SEPARATION OF EMPLOYMENT – In Department #305 (Jail) of **Tiffany Winters**, Corrections Officer, **effective 01/08/08; Special Conditions:** To be ratified at February Prison Board meeting.

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

COUNTY ADMINISTRATION:

Chief Clerk, Denise Jones presented for approval the new Assessment Board Appointees for a four (4) year term which are as follows:

Russell Jones will be representing Commissioner Timothy Brooks

Commissioner Troy Wood
Jack Baker will be representing Commissioner Jan Beichner

Commissioner Beichner made a motion to approve the new appointees, seconded by Commissioner Wood, aye all.

OTHER BUSINESS:

Commissioner Beichner stated that she has been approached by many people opposing the County leasing the West Unit from the Oil Region Alliance. Although she didn't agree with the leasing of the West Unit, she wished the ORA the best of luck. The decision had been approved by the previous Commissioners and the County Solicitor, Rich Winkler advised it was legal. There will be a special Public Meeting held on Tuesday, January 29th at 6:00 p.m. in Room 100 to discuss this matter further.

PUBLIC COMMENT:

Frank Toothman brought up his concerns over drilling of oil in Venango County.

Rod Bedow requested case law on how the lease with the ORA and the West Unit is binding. Commissioner Brooks requested Rod write down his concerns and present them prior to the Public Meeting which will be held Tuesday, January 29th so that we have the opportunity to research and address them at the meeting.

Dean Sherman shared his view on how he opposed the Commissioners' decision to discontinue the invocation and replace it with a moment of silence at the beginning of each Board Meeting. Rod Bedow requested prayer be put back on the agenda. Commissioner Brooks defended the reason for the Commissioners' decision to opt for a moment of silence instead of prayer as evidenced in Matthew 6 in the Bible which he shared with Mr. Sherman.

A motion to adjourn was made by Commissioner Wood at 6:20 p.m., seconded by Commissioner Beichner, aye all.

Respectfully submitted,

Lisa Mumford