

COMMISSIONER BOARD MINUTES

February 26, 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
Sheila Boughner, News Herald
Rodney Bedow, Taxpayer
Jane Richey, Taxpayer
Dee Dee Pendolino, Taxpayer
Karen Whitten, Taxpayer
R. Dean Sherman, Taxpayer
Ray Hagstrom, Taxpayer
Dan Hovis, Park Authority
Mark Heim, WKQW
Pastor Dave Hampson, Taxpayer

Commissioner Troy Wood
Denise Jones, Chief Clerk
Diona Brick, Fiscal
Connie Hazelton, Human Resources
O. C. Bell, Airport Director
Judy Downs, Planning
Karen L. Knight, Taxpayer
Ray Beichner, Taxpayer
Teresa McLeod, Taxpayer
Darla Sherman, Taxpayer
Darlene Sherman, Taxpayer
Stan Grzasko, Taxpayer
Imy Post, Taxpayer
Maurice Huth, Park Authority

The meeting began with a moment of silence 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 February 19, 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, or the Prison.

COMMUNITY SERVICES ADMINISTRATION:

O. C. Bell, Airport Director presented Change Order #1 in the amount of \$2,395.00 for the Hangar Door Replacement Project, State Contract 07-02 with Lee-Simpson Associates. The Change Order #1 is to replace the signage on the hangar due to the additional height of the door frame. This will bring the total project cost to \$41,125. The Venango Regional Airport has a commitment of 50% reimbursement through the State Capital Budget Aviation Development Grant Program. Commissioner Wood made a motion to approve the Change Order #1, seconded by Commissioner Beichner, aye all.

HUMAN SERVICES:

The following items were presented for approval by Dave Schwille :

New contract with the Franklin Library to help fund the Rural Grant Resource Center. The contract maximum is \$22,000 over a two State Fiscal Year period. This contract is funded jointly through CYF and MH/MR.

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

MH/MR

Renewal of the Early Head Start Grant with Community Services of Venango County in the amount of \$793,000.

Area Agency on Aging

Fee memorandum engaging Attorney Matt Parsons to represent the agency at a level of care appeal hearing before Commonwealth Court at a cost of \$100 per hour.

Amendment to the PDA Waiver for fiscal year 2007-08 with the amended amount at \$186,110. This amount covers the coordination and care management of approximately 50 slots.

OEO/Transportation

Submission response to a Request for Information to the Department of Public Welfare, Medical Assistance Transportation Program. No action needed, for information only. In essence, the Department is contemplating using a broker model, similar to that used in Philadelphia, on a state-wide basis. Our view is that it adds another layer and will siphon off direct service dollars to pay for administrative costs in an already underfunded program.

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

FINANCE ADMINISTRATION:

Diona Brick, County Fiscal Administrator presented the following warrants for approval:

Warrant	SP022008	\$	3,847.00	Non-Human Services Expenditures
Warrant	HS022208		212,755.77	Human Services Expenditures
Warrant	HS 022508		2,464.98	Human Services Expenditures
Warrant	022908		301,456.02	Non-Human Services Expenditures
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Total Estimated Cost \$ 520,523.77

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

Diona also presented Job Change Order #3 to the purchase agreement previously executed

by the County and STC. Job Change Order #3 is to add (1) Cable Tyl 64 PTS DIN-15M at a price of \$120.90, (1) e-UA32 Board 32 UA Interfaces at a cost of \$653.25, (9) Alcatel-Lucent 4029 SET at a cost of \$191.75 ea., (10) Analog – 1 User at a cost of \$52.00 ea., (20) Business UA – A user at a cost of \$47.00 ea., (20) Call By Name – 1 User at a cost of \$16.00 ea., and (10) Clip on Z Interface – 1 User at a cost of \$26.00 ea. Also the price of labor which is \$475. The total of this Job Change Order #3 is \$5,014.90. The total price of the Agreement will now be \$255,616.63.

Commissioner Wood made the motion to approve the above Job Change Order, seconded by Commissioner Beichner, aye all.

HUMAN RESOURCES:

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

END OF PROBATION – In Department #110 (Commissioners) of **Lisa Mumford**, Administrative Assistant II, Full-Time, 70 hours/pay, **effective 02/20/08**; Special Condition; No change in pay grade or step. In Department #305 (Prison) of **Kimberly Goodman**, Corrections Officer, AFSCME position **from** Temporary Part-Time, 64 hours/pay, AFSCME Pay Grade 11 Step X (\$9.39/hr.) to Regular Part-Time, 64 hours/pay, AFSCME Pay Grade 11 Step 1 (\$11.41/hr.) **effective 02/15/08**; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board.

CHANGE IN EMPLOYMENT STATUS - In Department #305 (Prison) of **Audrey Beach**, Corrections Officer, AFSCME position, AFSCME Pay Grade 11 Step X (\$9.38/hr.), from Temporary Part-Time, 64 hours/pay to Probationary Part-Time, 64 hours/pay, **effective 02/15/08**; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board; of **Dawn Botts**, Corrections Officer,, AFSCME position, AFSCME Pay Grade 11 Step X (\$9.38/hr.), from Temporary Part-Time, 64 hours/pay to Probationary Part-Time, 64 hours/pay, effective 02/15/08; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board; of **Daniel Goldsmith**, Corrections Officer, AFSCME position , AFSCME Pay Grade 11 Step X (\$9.38/hr.), **from** Temporary Part-Time, 64 hours/pay **to** Probationary Part-Time, 64 hours/pay, **effective 02/15/08**; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board; of **Joshua Habib**, Corrections Officer, AFSCME position, AFSCME Pay Grade 11 Step X (\$9.38/hr.), **from** Temporary Part-Time, 64 hours/pay **to** Probationary Part-Time, 64 hours/pay, **effective 02/15/08**; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board; of **Jeff Larsen**, Corrections Officer, AFSCME position, AFSCME Pay Grade 11 Step X (\$9.38/hr.), **from** Temporary Part-Time, 64 hours/pay **to** Probationary Part-Time, 64 hours/pay, **effective 02/15/08**; **Special Conditions:** Successfully completed C.O. testing on 02/15/08; temporary service credited toward probationary period; to be ratified at March Prison Board.

SEPARATION OF EMPLOYMENT – RETIREMENT – In Department #205 (Courts) of **Duane Simpson**, Court Crier, **effective 02/27/08**.

SEPARATION OF EMPLOYMENT - In Department #270 (Sheriff) of **Troy Lallemand**, Deputy Sheriff, **effective 02/19/08**. In Department #305 (Jail) of **Randall Thompson**, Corrections Officer, **effective 03/01/08**; **Special Conditions:** Action to be ratified at March Prison Board meeting. In Department #510 (AAA) of **Francoise Grafton**, Aging Care Manager II, effective 02/20/08.

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

PLANNING:

Judy Downs, Director of Planning presented Resolution #2008-03 which recommends a management system for the Greenways and Open Space within the municipalities and counties of the Oil Region. The Board of Commissioners of Venango County supports the creation of the Regional Greenways and Open Space Committee and the hiring of the Regional Greenways and Open Space Coordinator. Crawford County will be serving as the Fiscal Agent for this project. The Board of Commissioners of Venango County agreed to contribute \$3,000 per year, beginning in 2008, for the five years of this project. The County of Venango understands that these funds will be used for the sole purpose of meeting the operational and staffing needs of the Regional Greenways and Open Space Committee. The Board of Commissioners of Venango County will annually appoint one representative of Venango County and one alternate to serve on the Regional Greenways and Open Space Committee.

Commissioner Beichner made a motion to adopt Resolution #2008-03, seconded by Commissioner Wood, aye all.

COUNTY ADMINISTRATION:

Chief Clerk, Denise Jones presented two bridge amendment agreements providing funds from Act 179 and Act 183. The first is for Dotter Road Bridge Replacement, Amendment B – Agreement #010N03. The Department of Transportation is willing to amend the terms on the Agreement from \$161,800.00 to \$741,800.00 of which the County pays 20% from Liquid Fuels. The County will be reimbursed for 80% of this cost as per reimbursement Agreement #010N03.

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

The other is Woolen Mills Bridge, Amendment B – Agreement #010N04. The Department of Transportation is willing to amend the terms on the Agreement from \$176,800.00 to \$956,800.00 of which the County pays 20% from Liquid Fuels. The County will be reimbursed for 80% of this cost as per reimbursement Agreement #010N04.

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

Next Denise presented for approval the Hay Group, Inc.'s proposed fees for actuarial services for calendar year 2008. Hay Group's professional fees for 2008 will be \$21,432.00, payable monthly at \$1,786. The cost to provide individual pension benefit statements is \$1.85 per statement for 2008. Commissioner Wood made a motion to approve the fees, seconded by Commissioner Beichner, aye all.

Commissioner Brooks presented a Proclamation declaring the month of March as American Red Cross Month. Commissioner Beichner made a motion to approve the Proclamation, seconded by Commissioner Wood, aye all.

Next Commissioner Brooks accepted a letter of resignation from Mary Ann Caton from the Planning Commission Board effective immediately for personal reasons. Commissioner Beichner made a motion to accept her resignation, seconded by Commissioner Wood, aye all

Commissioner Brooks read a letter from the Adjutant General of Pennsylvania Department of Military and Veterans Affairs commending our County Office of Veterans Affairs for the outstanding job they are doing for the veterans for Venango County. The Adjutant General wanted to pass on to Lynn D. McMasters and his staff her sincerest congratulations for being one of the premier veterans support agencies within the Commonwealth.

OTHER BUSINESS:

Commissioner Brooks advised that there will be an amendment made to the Park Authority Board Ordinance. The Board will decrease its membership from 15 to 9 members. There will be one (1) vacancy needed to be filled on the Board. Before any change can be made to the Park Authority Ordinance, it must first be published in the newspaper. Commissioner Wood made a motion to propose this change, seconded by Commissioner Brooks, aye all. Commissioner Beichner abstained from the motion.

Diona Brick advised that there will be a presentation of County Investments which will be presented on March 11, 2008 at the next Commissioners' Public Meeting.

PUBLIC COMMENT:

Rod Bedow questioned the price differences on the two amendment agreements on the bridge projects. Denise Jones advised that the projects had finally received federal funding after many years of being on the Transportation Improvement Program that is a part of the process to receive these funds.

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

Respectfully submitted,

Lisa Mumford, Admin. Assist.