

Reviewed by: _____

COMMISSIONER BOARD MINUTES
March 8, 2011

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

Commissioner Tim Brooks
Commissioner Vince Witherup
Rich Winkler, Solicitor
Deb Sharpe, Treasurer
Sandy Sutch, HR
Rich Mihalic, Park Director
Sheila Boughner, News Herald
Frank Toothman, Taxpayer
Susan Duray, Taxpayer
Martha Breene, Taxpayer
Rev. Bob Graham, Taxpayer
Jane Richey, Taxpayer
Joe Hanna, Taxpayer
Eric Foy, Sheriff

Commissioner Jan Beichner
Denise Jones, Chief Clerk
Lisa Mumford, Admin. Asst.
Diona Brick, Fiscal
Bill Kresinski, MIS
Dave Schwille, Human Services
Craig Adams, Election Board
Rod Bedow, Taxpayer
Pastor John Seth
Major Smith, Warden
Eva Palmer, Taxpayer
O. C. Bell, Airport
Mark Baughman, Chief Deputy Sheriff

The meeting began with a public prayer given by Pastor John Seth of Galloway United Methodist Church 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 5:37 p.m. A motion was made by Commissioner Beichner as to there were no amendments to be made to the agenda, seconded by Commissioner Witherup, aye all. A motion was made by Commissioner Witherup to approve the minutes from the February 22, 2011 meeting, seconded by Commissioner Beichner, aye all. There was no business to come before the Board from Court Administration, the Row Offices, or the Planning Commission.

PUBLIC COMMENT:

Jane Richey raised a number of concerns she had about the newly appointed election board, including its proposed expenditures. She questioned the election board's plan to overhaul policies and procedures, and argued against a training manual written in "legalese." Jane also objected to GOP officials serving on the election board. Jane stated that the appointed election board members are not elected by the people and have no right to spend our tax dollars without the consent of the elected commissioners.

PRISON:

Warden Major Smith has two items to present. The first was a renewal contract between Westlaw and the County of Venango. Westlaw provides the software for the computer used by the inmates at the Venango County Prison Law Library. This is a three (3) year agreement which is effective February 8, 2011 and will terminate February 7, 2014. The monthly rate for the next 12 months would be \$634.76. In the second and third year, the rate would increase by no more than 3%. Commissioner Beichner made a motion to approve the renewal contract, seconded by Commissioner Witherup, aye all.

The second item presented by Warden Smith was a renewal contract between ConverTeam and the County of Venango. The ConverTeam contract is a preventative maintenance agreement for GEM 80 and other control units in the Prison. ConverTeam will make four (4) visits per year to the Prison to check the controls. The contract is for one (1) year which will begin February 8, 2011 and will terminate February 7, 2012. The total amount of this contract is in the amount of \$5,292. Commissioner Witherup made a motion to approve the renewal contract, seconded by Commissioner Beichner, aye all.

COMMUNITY SERVICES ADMINISTRATION:

O. C. Bell, Airport Director, presented a Hangar Lease Agreement between Kathleen Bell and the County of Venango. The agreement is in the amount of \$131.44 per month. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

HUMAN SERVICES:

The following item was presented for approval by Dave Schuille, Human Services Administrator:

Children, Youth and Family Services

Approval of one Resource Family Agreement

OEO

Approval of the amendment to the Community Service Block Grant Agreement in the amount of \$375,583. Services are provided in both Venango and Crawford Counties, servicing approximately 5600 individuals in the areas of employment, education, income management, housing, nutrition and intake and referral.

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

FINANCE ADMINISTRATION:

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

Warrant	022511	\$	112,638.87	Non-Human Services Expenditures
Warrant	HS022511		137,165.00	Human Services Expenditures
Warrant	SP022411		3,730.00	Non-Human Services Expenditures
Warrant	SP022811		19,359.56	Non-Human Services Expenditures

for a planned Marcellus Shale well near Dempseytown. Range Resources will pay the County \$30,000 for the use of the withdrawal site and \$1.00 per foot for two above-ground pipelines measuring about 8,070 feet each for a total of \$46,140. The pumping should take two or three days. The money made from the deal will be placed in a special fund for park operations. Commissioner Witherup made a motion to approve the contracts, seconded by Commissioner Brooks. Commissioner Beichner opposed advising the contract does not offer enough compensation. Motion passed by majority vote.

Denise Jones presented a NBIS Bridge Inspection and Inventory - Municipal Agreement between Frank B. Taylor Engineering and the County of Venango. This is a five-year agreement (from 2011 thru 2015) in the amount of \$566,918.22 with Frank B. Taylor Engineering for inspection of the 63 bridges in the County measuring 20 feet in length or longer. The federal government requires the inspections and will reimburse the County 80 percent of the cost and the County will pay 20 percent. Of the 63 bridges, 18 are County bridges. Commissioner Beichner made a motion to approve the agreement, seconded by Commissioner Witherup, aye all.

Next Denise presented Resolution #2011-02 – Signatory Authority for Bridge Inventory and Inspection Activities Reimbursement Agreement for Federal-Aid Highway Projects. The resolution authorizes and directs the Chairman of the Board of the County Commissioners the authority to sign the Reimbursement Agreement. Commissioner Witherup made a motion to approve the resolution, seconded by Commissioner Beichner, aye all.

Craig Adams, Chairman of the Election Board, presented a contract between the Venango County Board of Commissioners and the Election Board to appoint Michael Hadley as a Special Assistant to the County Board of Elections at an amount not to exceed \$3,999.99. Mr. Hadley will serve in a non-legal role and provide his expertise in the preparation of comprehensive rules, regulations, policies and procedures governing the conduct of elections and election-related activities to cover the election cycle for calendar year 2011. Commissioner Beichner made a motion to approve the contract, seconded by Commissioner Witherup. Commissioner Brooks opposed. Motion passed by majority vote.

Craig also advised that certified constables shall be at the polling precincts during the day of elections. In the past, only one constable actually worked at a poll and was paid \$75. This year there may be quite a few more constables and that their pay will have to be budgeted for. Craig will advise at a later date how many constables are actually certified.

Martha Breene presented a check in the amount of \$345 to offset the cost of video-streaming of the Election Board meetings.

The last item Denise presented was a Certificate of Approval. The Venango County Commissioners approve the issuance by the Venango Industrial Development Authority of its obligation to finance the construction of a new childcare center in the amount of \$600,000. The applicant is Child Development Center. The new center will be located at 210 East Bissell Ave., Oil City, PA. Commissioner Witherup made a motion to approve the certificate, seconded by Commissioner Beichner, aye all.

The last item presented by Commissioner Brooks was Proclamation – Future Leaders & Entrepreneur’s Exchange (FLEX). The Board of Commissioners proclaim the fourth Friday in March as Young Professionals Day, and encourages both those that live and work in Venango County to support, inspire, and invite young people to serve, work, and live in Venango County.

Commissioner Beichner made a motion to approve the proclamation, seconded by Commissioner Witherup, aye all.

OTHER BUSINESS:

Commissioner Witherup addressed Jane Richey's comment that she had made at the beginning of the meeting in regards to spending taxpayers' dollars for election issues. Witherup advised that the judge appoints who he wants to serve on the Election Board when the Commissioners can't serve on the Election Board because they are running for election. Commissioner Witherup stated that there are many line items in the budget and it is up to the Election Board to juggle those line items. It is Witherup's intent of getting thru this election cycle without going over budget. The County has budgeted about \$189,000 for all expenses related to the elections.

PUBLIC COMMENT:

Rod Bedow asked why Commissioners have to step down from serving on the Election Board the year they are running for election. Rich Winkler, County Solicitor, advised if the Commissioners were on the Board it would give the appearance they would be favoring themselves.

Commissioner Beichner made a motion to adjourn the meeting at 6:17 p.m., seconded by Commissioner Witherup, aye all.

Respectfully submitted,

Lisa Mumford, Admin. Assist.