

Reviewed by: \_\_\_\_\_

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## **COMMISSIONER BOARD MINUTES**

**May 24, 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  
Diona Brick, Fiscal  
Rich Mihalic, Park Director  
O. C. Bell, Airport Director  
Sheila Boughner, News Herald  
Frank Toothman, Taxpayer  
Roger Patterson, Taxpayer

Commissioner Jan Beichner  
Denise Jones, Chief Clerk  
Lisa Mumford, Admin. Assist.  
Bill Kresinski, MIS  
Dave Schwille, Human Services  
Tom Sherman, EMA Director  
Sandy Sutch, Human Resources  
Pastor Mark Foltz

The meeting began with a public prayer given by Pastor Mark Foltz of the Evangelistic Tabernacle, and then Commissioner Brooks led the group in the Pledge of Allegiance.

### **COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 5:32 p.m. O. C. Bell, Airport Director, requested that the Conair Hangar Lease Agreement be removed from the agenda. Commissioner Beichner made a motion to approve the removal, seconded by Commissioner Witherup, aye all.

Commissioner Witherup made a motion to approve the minutes from the May 10, 2011 meeting, seconded by Commissioner Beichner, aye all. There was no business to come before the Board from Court Administration, Row Offices, or the Planning Commission.

### **PRISON:**

Commissioner Brooks presented on behalf of the Prison to rescind the contract with ConverTeam which was approved at the March 8, 2011 public meeting. The Prison would like to award the contract to Global Correctional Systems, LLC. This is a preventative maintenance agreement for the GEM 80 and other control units in the Prison. Commissioner Witherup made a motion to approve the contract, pending the solicitor's further review and approval of the contract, seconded by Commissioner Beichner, aye all.

### **COMMUNITY SERVICES ADMINISTRATION:**

Tom Sherman the Director of EMA presented two Mutual Aid Agreements. The first agreement is between County to County. Venango County agrees with other counties to mutually aid each other in the event of a disaster emergency. Each County shall provide the other with such

emergency assistance as it reasonably has available when directed to do so by the Pennsylvania Emergency Management Agency. Neither County shall present any claim against the other County for compensation for any loss, damage, personal injury nor death occurring in consequence of the rendering of mutual aid as above provided during a disaster emergency.

The second agreement is between the municipalities in our County and the County of Venango. The municipalities and the County of Venango agree to furnish Emergency Services to each other upon request, on a non-reimbursable basis. Neither party shall present any claim of any nature against the other party for compensation for any loss, damage, personal injury nor death occurring in consequences of the performance of the services.

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

### **HUMAN SERVICES:**

The following item was presented for approval by Dave Schwille:

#### **Mental Health and Developmental Services**

Amendment to the 2010-11 contract with Community Services of Venango County to add \$15,470 to recruit 10 consumers to a direct care work ready program.

Amendment to the 2010-11 contract with the Regional Counseling Center to add \$352.81 for peer support training, to terminate changes in the outpatient services items of Amendment 2, add reimbursement for the certified registered nurse practitioner for the Mobile Medication program at the rate of \$82.40 per hour for up to 8 hours per week, add reimbursement for Mental Health Awareness month activities at a maximum of \$4,800, add Medicaid billing support at a maximum of \$925.

Renewal agreement for 2011-12 for Next Step Therapy for Early intervention Services for Speech, Occupational, and Physical Therapy and associated evaluations at \$31.76 per 15 minute unit of service; Special Instruction, Special Instruction Vision, and Nutritional Services and associated evaluation at \$27.99 per 15 minute unit of service

Renewal agreement with George M Yute in FY 2011/12 to provide early intervention services to include physical therapy and evaluation at \$31.76 per 15 minute unit of service.

Renewal agreement with Gail Donaldson MSCCC/SLP in FY 2011/12 to provide early intervention services to include speech therapy and evaluation at \$31.76 per 15 minute unit of service.

Renewal agreement with Seneca Medical Center to provide physician backup for phone and mobile crisis intervention services during evenings, weekends, and holidays, which is required as a condition of licensure. The Provider will be reimbursed \$1000 per month for this service.

Renewal agreement with Colleen Breene in FY 2011/12 to perform Mental Health consultation and evaluations for MH consumers. The County will reimbursement the Provider \$64.35 per consultation hour and \$55.60 per evaluation hour for individuals not covered or billable under Medical Assistance.

Renewal agreement with Dr. Robert Craig in FY 2011/12 to perform Mental Health consultation and evaluations for MH consumers as authorized by the Base Service Unit. The County will reimbursement the Provider \$64.35 per consultation hour and \$55.60 per evaluation hour for individuals not covered or billable under Medical Assistance.

Renewal agreement with Crawford and Fitch in FY 2011/12 to perform audiological assessments and evaluations for Early Intervention Program .

Request commissioner approval to submit the 5-Year Venango County Mental Health Plan for the period of 2012 to 2017. A Public Hearing has been scheduled for May 24<sup>th</sup> at noon.

Request commissioner approval to submit a modification request to the PA Commission on Crime and Delinquency to extend the grant period through March 31, 2013.

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

### **Children, Youth and Family Services**

Agreements with the following individuals to act a mentors for the current Family Development Credentialing class. Request insurance be waived as no contract is above \$500.

Debb Kapp	Jocelyn Hicks
Richard Schiffer	Bre Ann Chisholm
Megan O'Neill	Barb Feroz
Heather Beshaw	Sister Clare Marie Beichner
Ladonna Strouse	

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

Commissioner Witherup presented for approval the renewal of the lease contract for the Creekside Senior Center to remain located at 228 Seneca Street, Oil City, PA. The lease agreement is between the County of Venango and Daryl Hicks who owns the building in which the Senior Center is located. The term of the agreement begins July 1, 2011 and is for 30 months with the option to renew for an additional 30 months. The cost of the lease is \$5.25 per square foot. Daryl Hicks has agreed to provide a renovation schedule of the building. Commissioner Witherup made a motion to approve the renewal lease agreement, seconded by Commissioner Beichner, aye all.

The last item presented by Dave Schwille was the Terminating Agreement with the State Civil Service Commission. The agreement serves as approval from the Department of Public Welfare (DPW) to terminate the agreement, dated May 25, 1973, between the County of Venango, the Pennsylvania State Civil Service Commission (SCSC), and the DPW which extends the Civil Service Act, Rules of the SCSC, and the services of the SCSC to Child Welfare and the Mental Health and Mental Retardation personnel of Venango County. The letter is also approving to begin utilizing the county-developed and administered merit-based system of employment and personnel administration as described in the county policies and procedures which have been submitted to DPW to the date of this letter. This approval is effective July 1, 2011, and applies to the Venango County Children and Youth Services and Mental Health/Mental Retardation

Programs. Commissioner Beichner made a motion to approve the Termination Agreement, seconded by Commissioner Witherup, aye all.

**FINANCE ADMINISTRATION:**

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

Warrant	051311	\$	99,495.89	Non-Human Services Expenditures
Warrant	HS051311		454, 142.02	Human Services Expenditures
Warrant	052011		1,310,089.64	Non-Human Services Expenditures
Warrant	HS052011		<u>126,377.90</u>	Human Services Expenditures
<b>Total</b>		<b>\$</b>	<b>1,990,105.45</b>	

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

The next item presented by Diona was an Audit Engagement letter from Maher Duessel, Certified Public Accountants. The engagement letter is an audit of the Department of Public Welfare, Work Ready Program Grant for the period ending June 30, 2011. This engagement is considered to be an extension of the services outlines in their engagement letter of August 21, 2007. The fee for the additional services is \$2,150. Commissioner Witherup made the motion to approve the Audit Engagement letter, seconded by Commissioner Beichner, aye all.

**TWO MILE COUNTY PARK:**

Rich Mihalic, Park Director, presented an Agreement to Cultivate County Park Land. The agreement is between Louis M. Heath (the Cultivator) and the County of Venango. The agreement is to cultivate land to improve wildlife habitat with Two Mile Run County Park. Commissioner Beichner made a motion to approve these agreements, seconded by Commissioner Witherup, aye all.

Park Director, Rich Mihalic advised the boat races for this year will be held on Saturday, May 28<sup>th</sup> and Sunday, May 29<sup>th</sup> from 12:00 pm – 6:00 pm.

**COUNTY ADMINISTRATION:**

Chief Clerk, Denise Jones, presented for approval the renewal General Liability Insurance Package with Travelers Insurance. The County's premium for this year will be \$257,538 which is effective June 1, 2011 thru May 31, 2011. The premium for this year increased slightly due to the rise in claims from the Prison. Commissioner Witherup made a motion to approve the renewal policy, seconded by Commissioner Beichner, aye all.

The last item presented by Commissioner Brooks was the adoption of Resolution #2011-05 – The Need for an Education Center at the Vietnam Veterans Memorial. Venango County believe that the Education Center will be a valuable adjunct to the Vietnam Veterans Memorial that gives life and meaning to the names on The Wall for visitors from across the nation and around the world. Commissioner Witherup made a motion to approve the resolution, seconded by Commissioner Beichner, aye all.

**PUBLIC COMMENT:**

Cherrytree Township Supervisor, Roger Patterson, questioned if a contract has been issued to an engineer for road bonding. With the increase in heavy truck traffic, municipalities across the state are posting roads with weights limits and requiring haulers exceeding those limits to notify officials of their routes and secure bonds to cover potential road damage. Commissioner Brooks advised that the County has offered to pay for the engineering studies to determine the weight limits on roads for county municipalities, and the effort would be paid for by County Liquid Fuels Funds. Mr. Patterson opposes that road bonding be paid with Liquid Fuels Funds and that townships, not the County, should be responsible for their own road and road bonding. Commissioner Brooks advised that most municipalities do not take care of their roads nor can afford the engineering study to determine weight limits.

**OTHER BUSINESS:**

Commissioner Witherup read a letter that was sent to Judge Lobaugh from Phyllis Jane Alden, a Protective Service Worker commended the Sheriff's Department. Ms. Alden works in the field of protective services and she has found the Sheriff's Department to be an exceptional department to work with.

Commissioner Witherup also gave "kudos" to Tim Johnson, Director of Domestic Relations. Commissioner Witherup pointed out that Domestic Relations Section Net Title IV-D expenditures have continued to decrease from 2003 thru 2010.

Respectfully submitted,

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Lisa Mumford, Admin. Assist.