

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

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**COMMISSIONER BOARD MINUTES**  
**September 13, 2011**

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

Commissioner Jan Beichner	Commissioner Vince Witherup
Abby Flockerzi, Admin. Asst.	Rich Winkler, Solicitor
O. C. Bell, Airport	Diona Brick, Fiscal
Judy Downs, Planning	Bill Kresinski, MIS
Pennie Maclean, HR	Rich Mihalic, Park
David Schwille, Human Services	Sheila Boughner, News Media
Donna Fletcher, Sugar Valley Lodge	
Pastor Jannie Swart, Second Presbyterian Church	

The meeting began with a public prayer given by Pastor Jannie Swart from the Second Presbyterian Church. Commissioner Beichner then led the group in the Pledge of Allegiance.

**COMMISSIONER BOARD:**

Commissioner Beichner called the meeting to order at 5:36 p.m. The following changes were made to the agenda: the addition of the contract with Glade Run under Human Services, the deletion of the Budget Transfer under Finance, the addition of the CDBG Resolution public hearing under Planning, and the addition of Update on Park Activities under Two Mile County Park. With the noted changes to the Commissioner Board Agenda, Commissioner Witherup made a motion to accept the agenda as presented; Commissioner Beichner seconded the motion, aye all.

Commissioner Witherup made a motion to approve the minutes from the August 23, 2011 meeting, seconded by Commissioner Beichner, aye all.

**COURT ADMINISTRATION:**

There was no business to be conducted.

**ROW OFFICES:**

There was no business to be conducted.

**COMMUNITY SERVICES ADMINISTRATION:**

The following items were presented for approval by Mr. O. C. Bell:

Change Order Number Five (5) Community Hanger contract Number 10-1. The Change Order calls for Thomas Construction, Inc. of Grove City to provide and install an exterior frost free hose bib on the west exterior wall of the hanger, install approximately 315 lineal feet of 6” centerline marking, provide a compacted gravel radius at the intersection of the apron and taxiway, and a two calendar day extension to perform the indicated work. The total cost is \$4009.

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

A Lease Agreement between the County of Venango and Dennis E. DeLucia, d/b/a Franklin Aircraft Sales was presented. The lease begins September 1, 2011 and ends August 21, 2014 at a price of \$500 per month.

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

A Hangar Lease Agreement between Gerard Kenney, d/b/a Transcendent Management LLC, was presented. The lease begins the first day of July 2011 and ends March 31, 2014 at a price of \$500 per month.

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

**HUMAN SERVICES:**

The following items were presented for approval by Mr. David Schwille:

**OEO**

Amendment to the PA Department of Agriculture Emergency Food Assistance Program that extends the current contract through December 31, 2011.

Contract with the following Food banks/agencies to provide food distribution in Venango County:

- Clintonville Food Pantry \$10,487
- Community Services of Venango County \$10,487
- Franklin City Salvation Army \$10,487
- Oil City Salvation Army \$10,487
- United Way of Venango County \$38,720

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

Contract with Jefferson County Children and Youth Services to provide Multidimensional Treatment Foster Care to eligible youth.

Approval of the 2012-13 Needs Based Plan and Budget with the County's share of the budget being \$1.2 million.

The following are placement facility contracts:

Bair Foundation, family foster care

Bethesda Children's Home, Shelter, Community based and Residential

Crossroads, Community Based

Pathways Adolescent Center, Community Based

Keystone Adolescent Center, Community Based and Family Foster Care

George Junior Republic, Shelter, Community Based and Residential

Harborcreek Youth Services, Heathchoices funded offender treatment

Outside In, Substance Abuse treatment

Glade Run

All of the above items were reviewed by Mr. Rich Winkler, County Solicitor prior to the meeting.

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

## **Transportation**

The Medical Assistance Transportation Program participation Agreement and Assurance of Compliance was presented for Transportation by Mr. David Schwille.

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

## **OEO**

Mr. Schwille presented various Inter Agency Contracts for OEO.

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

**FINANCE ADMINISTRATION:**

The following warrants are submitted for your approval by Ms. Diona Brick:

Warrant	082611	292,816.90	Non- Human Services Expenditures
Warrant	SP082411	4,006.00	Non- Human Services Expenditures
Warrant	HS082611	127,248.89	Human Services Expenditures
Warrant	HS082511	750.00	Human Service Expenditures
Warrant	090211	343,791.56	Non-Human Services Expenditures
Warrant	HS090211	149,612.55	Human Service Expenditures
Warrant	090911	40,568.90	Non-Human Service Expenditures
Warrant	HS090911	<u>215,489.38</u>	Human Service Expenditures

**Total** \$ **1,174,284.18**

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

Ms. Brick presented the Postage Lease Agreement with Pitney Bowes. The term of this lease is 60 months and the price is \$573/month at a savings of \$200/month

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

**PLANNING:**

**Ms. Judy Downs presented the Waste** management Planning Grant 901-001-11 in the amount of \$57,556 from the state Department of Environmental Protection’s Bureau of Waste Management for updating the county’s waste management plan.

Commissioner Witherup made a motion to approve the above item, seconded by Commissioner Beichner, aye all contingent upon review by County Solicitor Mr. Rich Winkler.

Nick Melnick was recommended for appointment to the Venango county Regional Planning Commission Board.

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

Ms. Downs presented a County Service Provider Agreement between the County of Venango and the City of Oil City. This agreement is to administer the storm water management plan.

Ms. Downs then presented a County Service Provider Agreement between the County of Venango and the Township of Jackson. This agreement is to administer the storm water management plan.

Ms. Downs conducted a public hearing regarding the Community Development Block Grant

funding, which includes \$30,000 for a flow meter, piping and controls at the Clintonville sewage treatment plant; \$16,000 for removal of architectural barriers at the municipal building in President Township; \$99,500 for replacing a water line on Locust Street in Rouseville Borough; \$35,500 for sidewalks along Water Street in Utica Borough; \$16,141 for removal of architectural barriers on the Elk Street side of the Venango County courthouse; and \$43,000 for administration.

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

**PRISION:**

There was no business to be conducted.

**TWO MILE COUNTY PARK:**

Mr. Rich Mihalic presented the Park Activities Report as follows:

Crosby Beach officially closed Labor Day weekend.

VARHA held its fund raiser last weekend at Lockwood and it went very well.

Range Resources has officially moved out of the Park and the pipe is all gone.

The Rocky Grove Invitational is scheduled for October 15 and the Park is expecting approximately 1,000 people.

Two hayrides are already scheduled for the month of October.

WEBCO Manufacturing will hold its annual picnic this weekend with approximately 300 people attending.

The Park is still pretty busy.

**COUNTY ADMINISTRATION:**

The Fencing Project at the 911/EMA Center was presented. Fye Fencing submitted the winning bid in the amount of \$23,368.

Commissioner Witherup made a motion to approve the above item, seconded by Commissioner Beichner, aye all contingent upon review by County Solicitor Mr. Rich Winkler.

**OTHER BUSINESS**

There was no other business.

**PUBLIC COMMENT**

Ms. Donna Fletcher of Franklin spoke on behalf of Sugar Valley Lodge and urged the Commissioners to consider maintaining the current level of funding for Sugar Valley Lodge as they are preparing the County budgets. Sugar Valley Lodge houses approximately 70 people, many of whom are indigent. Ms. Fletcher reminded the Commissioners that recently the Laurel Manor facility in Emlenton closed and we don't want folks homeless.

Ms. Fletcher told the Commissioners of how Sugar Valley Lodge is working for other avenues of funding and is holding fund raisers, such as a recently held Road Rally and scavenger hunt.

**ADJOURNMENT**

The meeting adjourned at 6:03 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Beichner; aye all.

Respectfully submitted,

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Abby R. Flockerzi, Admin. Assist.