

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

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**COMMISSIONER BOARD MINUTES**  
**October 11, 2011**

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

Commissioner Tim Brooks  
Denise Jones, Chief Clerk  
Rich Winkler, Solicitor  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
Rich Mihalic, Park  
Mark Seigworth, 911/EMS  
Karen Wenner, Planning  
Reverend Scott Woodlee, Franklin Alliance Church  
Frank Toothman, General Public

Commissioner Jan Beichner  
Abby Flockerzi, Admin. Asst.  
O. C. Bell, Airport  
Amy Johnston, Public Defender  
Pennie Maclean, HR  
David Schwille, Human Services  
Deb Sharpe, Treasurer  
Sheila Boughner, News Media

The meeting began with a public prayer given by Reverend Scott Woodlee from the Franklin Alliance Church. Commissioner Brooks then led the group in the Pledge of Allegiance.

**COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 5:35 p.m. The following change was made to the agenda: the Professional Services Agreement – MCM Consulting Group, Inc. listed under County Administration should be listed Community Services Administration. With the noted change to the Commissioner Board Agenda, Commissioner Beichner made a motion to accept the agenda as presented; Commissioner Brooks seconded the motion, aye all.

Commissioner Brooks made a motion to approve the minutes from the September 27, 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.

**PRISION:**

There was no business to be conducted.

**COMMUNITY SERVICES ADMINISTRATION:**

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

Operating Agreement with Tom’s Aircraft Services, Inc was presented. This is a one year lease renewal with no changes to the previously approved agreement.

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

A Lease Agreement between the County of Venango and Victory Park Aviation Acquisition Company (VPAA Co.) d/b/a Continental Connection was presented. This is a one year lease renewal to formalize the relationship between the County and the parent company of Gulfstream International Airlines, which provides commercial air service to the Venango County Airport.

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

Mr. Mark Seigworth presented the Professional Services Agreement – MCM Consulting Group, Inc. for consulting services for the 911 Center on a tri-annual plan for wireless funding and other consulting items. The agreement is for \$21,500 per year for a total of \$64,500.

Commissioner Brooks 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:

**NEW CONTRACTS**

**Item 1: Dr. Gertrude A. Barber Center, Inc.**

**Synopsis:** Request Commissioner approval to contract with the Dr. Gertrude A. Barber Center, Inc. for the period of 10/1/2011 through 6/30/12 to provide early intervention services to individuals as authorized by the County. The cost for the services as set by the PA Office of Child Development and Early Learning are: Speech, Occupational, and Physical Therapy and associated evaluations at \$31.76 per 15 minute unit of service and Special Instruction and associated evaluation at \$27.99 per 15 minute unit of service. The required 10% match for base funded individuals will come from the existing EI match allocation.

## **ADDENDUMS TO EXISTING CONTRACTS (2010-2011)**

### **Item 1: Erie Homes for Children and Families, Inc.**

**Synopsis:** Request Commissioner approval to amend the contract with Erie Homes for Children and Families, Inc. for FY ending June 30, 2011 to retain the Provider to provide parenting education and support for individuals identified and authorized by Venango County MHDS. The cost of this service is \$4.55 per 15 minute of service to a maximum of \$1,160.25. The required county match will come from the existing match allocation.

## **CONTINUATION CONTRACTS (2011-2012)**

### **Item 1: Philadelphia Child & Family Guidance Training Center**

**Synopsis:** Request Commissioner approval to continue to contract with Philadelphia Child & Family Guidance Training Center for the period September 1, 2011 until June 30, 2012 to provide didactic instruction and clinical supervision in structural family therapy. The 7 training days will be shared among Venango County Mental Health, The Regional Counseling Center, and Family Service and Children's Aid Society. The cost to Venango County MH is \$1,700 plus travel and per diem cost of the trainer of approximately \$500. The required match will come from the existing match allocation.

### **Item 2: The Center for Family Based Training**

Request Commissioner approval to continue to contract with The Center for Family Based Training for the period September 1, 2011 until June 30, 2012 to provide didactic instruction and clinical supervision in structural family therapy. The 8 training days will be shared among Venango County Mental Health, The Regional Counseling Center, Community Services of Venango County, and Family Service and Children's Aid Society. The cost to Venango County MH is \$2,500 including the travel cost the trainer. The required match will come from the existing match allocation.

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

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

The re-appointment of Venango County MHDS Advisory Board/Substance Abuse Executive Commission Member – Mark Baughman was presented by Mr. David Schwillie.

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

**FINANCE ADMINISTRATION:**

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

Warrant	0093011	493,894.17	Non- Human Services Expenditures
Warrant	HS093011	225,396.56	Human Services Expenditures
Warrant	100711	60,147.21	Non-Human Services Expenditures
Warrant	HS100711	235,531.18	Human Service Expenditures
Warrant	101411	196,728.07	Non-Human Service Expenditures

**Total** **\$ 1,211,697.19**

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

The following Budget Transfers were submitted for approval by Ms. Brick:

Transfer \$30,000 from contingency to the Public Defender’s budget for conflict counsel.  
Transfer \$154,780 from Capital Projects for the Courthouse roof repair and painting.

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

**PLANNING:**

Ms. Karen Wenner presented the proposed Amendments to Subdivision and Land Development Ordinance (SALDO). For the last year and a half, the SALDO Board has been reviewing this. The last time it was updated was March 2006. The draft copy of the SALDO was presented to the SALDO Board last month and Planning now requests this be open to public review and approved at the November 15, 2011 Commissioners’ Board Meeting. The draft copy will be on display for review in the Planning Commission Office, at public libraries, and in the County Commissioners’ office. The two-page executive summary will be posted on the County’s website. The draft and executive summary will be on display for 30 days.

Commissioner Brooks made a motion to approve the public display of the SALDO draft and executive copies, seconded by Commissioner Beichner, aye all.

**TWO MILE COUNTY PARK:**

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

The Walk Works signs have arrived from the YMCA and are installed.

The great weather over the recent weekend and Applefest aided in the camp ground being full.

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

Also over the weekend of October 15, a Day Trail Ride is scheduled for 10:00 a.m. and there will be a church sponsored hayride and the monthly Full Moon Hike.

**COUNTY ADMINISTRATION:**

Ms. Denise Jones presented the following for County Administration:

Policy and Procedure for Consultant Selection – Penn DOT provides policies and procedures to be used when selecting consultants for construction inspection of bridges. Three consultants will be selected from those who submit letters of interest to a qualification selection committee, consisting of four people. Those four individuals will be the Property Manager, the Chief Clerk, the Planning Director, and the Conservation District Manager. This procedure is very similar to the one used with the NBIS Program.

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

Veolia Environmental Services Agreement – This agreement is for the trash pickup at 1 Dale Avenue. The contract calls for trash pickup five times per week for a three year period at a cost of \$310/month. This contract has been reviewed by Solicitor Rich Winkler and changes were made to original contract. Veolia Environmental Services agreed to the changes.

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

A request to extend 2011 County Liquid Fuels Aid was made on behalf of Emlenton Borough. Due to circumstances dealing with installing new sewer lines, Emlenton Borough was not able to complete the scheduled tar and chipping project in time to meet the Penn DOT required September 15 deadline for seal coating. The request was made to extend the funding into the Spring, 2012.

Commissioner Brooks made a motion to approve this request, seconded by Commissioner Beichner, aye all.

Application for County Aid – Liquid Fuels Tax Funds – Pinegrove Township is requesting \$3,500 to replace a culvert and conduct roadway repair to Township Route 638. These are necessary due to flooding that occurred in Pinegrove Township. Penn DOT has approved this expenditure. The total cost of the project is \$3,950.

Commissioner Brooks made a motion to approve this request, seconded by Commissioner Beichner, aye all.

**OTHER BUSINESS**

There was no other business.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The meeting adjourned at 5:47 p.m. upon a motion by Commissioner Brooks and a second by Commissioner Beichner; aye all.

Respectfully submitted,

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Abby R. Flockerzi, Admin. Assist.