

Reviewed by: _____

COMMISSIONER BOARD MINUTES
March 13, 2012

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Tim Brooks
Commissioner Bonnie Summers
Abby Flockerzi, Admin. Asst.
Diona Brick, Fiscal
Bill Kresinski, MIS
Rich Mihalic, Park
David Schwille, Human Services
Mark Seigworth, 911
Patty Anderson, 4-H/Penn State Extension
Paul Buzard, 4-H King
Sophie Hutchinson, 4-H Queen
Randall Smith, Public

Commissioner Vince Witherup
Denise Jones, Chief Clerk
Rich Winkler, Solicitor
Erik Johnson, Planning
Pennie Maclean, HR
Kristen Miller, Clerk
Deborah Sharpe, Treasurer
Sheila Boughner, News Media
Diana Buzard, 4-H
Mary Beth Hutchinson, 4-H
Pamela Smith, Public

Prior to the meeting, a moment of silence was observed. Commissioner Brooks then led the group in the Pledge of Allegiance.

The Retirement, Salary and Election Board meetings were convened and adjourned prior to the start of the Commissioner Board meeting.

COMMISSIONER BOARD:

Commissioner Brooks called the meeting to order at 6:05 p.m. There were no changes made to the agenda. Commissioner Summers made a motion to accept the agenda as presented; Commissioner Witherup seconded the motion, aye all.

Commissioner Witherup made a motion to approve the minutes from the February 14, 2012 meeting, seconded by Commissioner Summers, aye all.

COURT ADMINISTRATION:

The following item were presented for approval by Ms. Jones:

Approval of SBM Electronics Maintenance Agreement – This is an annual maintenance agreement on three (3) court recording units. The cost of this agreement is \$1,199.50 per machine, for a total annual cost of \$3,598.50. The end date of the agreement will be March 30, 2013.

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

ROW OFFICES:

There was no business to be conducted.

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

The following item were presented for approval by Ms. Jones:

Approval of Agility Agreement – This agreement is with PennDot partnering with the Venango Regional Airport for the exchange of work. There is no money involved in this agreement. This agreement is in effect for a five (5) year period.

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

The following items were presented for approval by Mr. Seigworth:

Approval of Emerson Network Power Contract Renewal – This is a renewal of a contract with Emerson Network Power for maintenance and preventative maintenance. This is a one (1) year contract with a total cost of \$4,645.00.

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

National Public Safety Tele-communicator's Week Proclamation – This proclaims April 8 – 14, 2012 as National Public Safety Tele-communicators' Week in honor of the Management and Staff of the Venango County Communications Center, whose diligence and professionalism keeps our county and citizens safe.

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

HUMAN SERVICES:

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

Children, Youth and Family Services

Eight resource family agreements

Addendum to the contract with Family Services of Northwest PA to increase the contract units and amount for Brief Services to \$45,668. The contract maximum of \$97,105 remains the same. All other contract provisions remain in force.

Addendum to the contract with Erie Homes for Children and Adults to increase the units and contract maximum for the Visitation Program to \$44,896.80. This extends the visitation portion of the contract to 30 June 2012.

The total contract maximum is increase by \$22,456.40 to \$175,406.80. All other contract provisions remain in force.

Transportation

Approval of the Shared Ride Fare Increase. This is an increase of 21%. The current trip costs range from \$9.00-21.00 one way. The proposed trip costs range from \$10.00-25.00 one way.

OEO

Approval of attached appointments/reappointments to the OEO Advisory Committee

MH/DS/EI

Request Commissioner approval to amend the contract with The Regional Counseling Center for costs incurred for psychological, clinical, and programmatic consultation provided by PhD. level specialists identified by Venango County MHDS. Expenses may include consultation, travel, and per diem as pre-approved by the Venango County MHDS Administrator to a maximum of \$17,800. The required match will come from the existing match allocation.

Request Commissioner approval to submit a supplemental grant application for Early Head Start COLA and T/TA funding in the amount of \$5,997.00.

Request Commissioner approval to enter into a lease agreement with the Regional Counseling Center, Inc. for office space at the Human Services Complex effective March 15, 2012.

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

The following items were presented for approval by Commissioner Brooks:

Approval of change Order Number 2 – change in the cost of the mobile office unit contract to provide for below grade pier footers for the mobile office unit.

Commissioner Summers made a motion to approve the above change order, seconded by Commissioner Witherup, aye all.

Appointment of Pam Watkins, Major Patty Murray, and Mary Rogers to the OEO Community Action Advisory Committee.

Commissioner Witherup made a motion to approve the appointments, seconded by Commissioner Summers, aye all.

Reappointment of Maloy Shroul and Shelby Rodgers to the OEO Community Action Advisory Committee.

Commissioner Witherup made a motion to approve the reappointments, seconded by Commissioner Summers, aye all.

FINANCE ADMINISTRATION:

The following warrants are submitted for your approval:

Warrant	021712	294,574.41	Non- Human Services Expenditures
Warrant	HS021712	168,319.48	Human Services Expenditures
Warrant	022412	168,697.76	Non-Human Services Expenditures
Warrant	HS022412	150,611.58	Human Services Expenditures
Warrant	SP022312	3,554.00	Non-Human Services Expenditures
Warrant	030212	268,450.20	Non- Human Services Expenditures
Warrant	SP022912	19,821.15	Non-Human Services Expenditures
Warrant	HS030212	206,434.02	Human Services Expenditures
Warrant	SP030112	30.00	Non-Human Services Expenditures
Warrant	030912	120,064.60	Non-Human Services Expenditures
Warrant	HS030912	234,883.36	Human Services Expenditures
Warrant	HS031212	5,000.00	Human Services Expenditures

Total **\$ 1,640,440.56**

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

The following items were presented for approval by Ms. Brick:

Budget Transfer - A Budget Transfer in the amount of \$500 from the Contingency Fund to the Community Development Budget for an allocation to the Small Business Jumpstart Program.

Commissioner Witherup made a motion to approve the above budget transfer, seconded by Commissioner Summers, aye all.

Exoneration of 2008, 2009, and 2010 taxes for Rouseville Borough – This is the exoneration of the County taxes on the vacant property located at 96 Main Street in Rouseville.

Commissioner Summers made a motion to approve the above tax exoneration, seconded by Commissioner Witherup, aye all.

HUMAN RESOURCES:

PLANNING:

The following item was presented for approval by Mr. Johnson:

Approval of Contract with Nestor Resources, Inc. – This contract is with Nestor Resources, Inc. to help write an updated County solid waste management plan. This process is mandated by DEP every ten (10) years per Act 101. This project is 80% reimbursable through DEP grant funding through 2012 – 2013 and is not to exceed \$71,945.00.

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

The following item was presented for approval by Commissioner Brooks:

Ratification of Application for Keystone Historic Preservation Funds – This application is for \$25,000 in Keystone Historic Preservation Funds to be used for the upcoming renovations to the rear of the courthouse to off-set the cost of the new doors and windows which are to be manufactured so that they are historically accurate.

Commissioner Summers made a motion to approve the above ratification, seconded by Commissioner Witherup, aye all.

TWO MILE COUNTY PARK:

The following items were presented for approval by Mr. Mihalic:

Approval of Contract with Michael D. McKain, Forester – This contract is to paint the Park boundary lines by blazing the trees. Once Mr. McKain has completed this project, Park personnel will maintain the boundary lines. The cost is \$1,300.00.

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

Approval of an Eagle Scout Project at Park – Park personnel were approached by members of the Pennsylvania Fish and Boat Commission concerning the problem of old fishing lines being discarded and wildlife, such as birds, becoming tangling in the old fishing line putting the

wildlife in danger. A Scout is proposing, as his Eagle Scout project, to install plastic containers in areas where people fish to help resolve this problem and protect the wildlife.

Commissioner Witherup made a motion to approve the above project, seconded by Commissioner Summers, aye all.

Park Activities Report:

Park personnel are getting the Park ready for the upcoming season.

Pavilions, cottages, and the farmhouse are booking rapidly.

The upcoming trout season opener is April 13, 14, and 15 and camping will be permitted in and around the Nature Lodge, as is every year.

The big sign at Pioneer Flats will soon be replaced, as spearheaded by John Woloszyn, a former county park employee.

COUNTY ADMINISTRATION:

Ms. Jones presented the following for County Administration:

Approval of Contract with Terry L. Williams –for services relating to coding, logic and accuracy testing, user training, machine setup, Election Day support, results reporting and other such tasks related to both the Presidential Primary and General Elections 2012. The total cost of this contract is \$7,000.00.

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

Commissioner Brooks presented the following for County Administration:

Proclamation – Rural Beginnings Global Success – 100 Years of Pennsylvania 4-H – This proclamation commemorates the centennial of Pennsylvania 4-H and urges citizens in Venango County to become involved with the 4-H program in our community. The proclamation also recognizes the members, volunteers, and staff of the Venango County and Pennsylvania 4-H community as they continue the 100 year tradition of 4-H youth development. The current reigning 4-H King, Paul Buzard, and Queen, Sophie Hutchinson, were in attendance and presented the Commissioners with a token of appreciation.

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

Commissioner Witherup presented the following items for County Administration:

Proclamation – Eagle Scout Recognition – Timothy Eric Dennis – This proclamation recognized Timothy Eric Dennis from Boy Scout Troop #111 from Seneca, PA for his attainment of Eagle Scout. The actual Eagle Scout ceremony was Wednesday, March 7th.

Proclamation – Eagle Scout Recognition – Samuel Riley Eakin, II – This proclamation recognized Samuel Riley Eakin, II from Boy Scout Troop #111 from Seneca, PA for his attainment of Eagle Scout. The actual Eagle Scout ceremony was Wednesday, March 7th.

Proclamation – Eagle Scout Recognition – Eric Jeffrey Malliard – This proclamation recognized Eric Jeffrey Malliard from Boy Scout Troop #34 from Polk, PA for his attainment of Eagle Scout. The actual Eagle Scout ceremony was Saturday, March 10th.

Commissioner Witherup made a motion to ratify the approval of the above proclamations, seconded by Commissioner Summers, aye all.

Ms. Jones presented the following for County Administration:

Proclamation – National County Government Month – April 2012 – April 2012 is National County Government Month and the theme is “Healthy County, Healthy Families”. In Venango County, April 13th has been set aside to acknowledge County employees and officers by providing a continental breakfast to them as a small token of appreciation for their service and dedication to Venango County.

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

Commissioner Brooks presented the following for approval:

Proclamation – Future Leaders & Entrepreneur’s Exchange – To recognize the Future Leaders & Entrepreneur’s Exchange (FLEX), Venango County has proclaimed the fourth Friday in March as Young Professionals Day and encourages both those who live and work in Venango County to support, inspire, and invite young people to serve, work, and live in Venango County.

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

Commissioner Summers presented the following items for approval:

Resolution #2012-03 – Recognition of Jim and Rachel Ashbaugh – This resolution was in recognition for Jim and Rachel Ashbaugh being honored by the Franklin Area Chamber of Commerce as Man and Woman of the Year for 2012.

Resolution #2012-04 – Recognition of Louis Kraft – This resolution was in recognition for Louis Kraft being honored by the Venango Area Chamber of Commerce as Outstanding Citizen for 2012.

Resolution #2012-05 – Recognition of Bob Bowen and Other Members of Remember Our Heroes – This resolution was in recognition for Bob Bowen and other members of Remember Our Heroes receiving a special recognition award from the Franklin Area Chamber of Commerce for their work on the new Vietnam Honor Roll Monument located in Franklin’s Bandstand Park.

Commissioner Witherup made a motion to approve the above resolutions, seconded by Commissioner Summers, aye all.

Commissioner Brooks presented the following appointments and reappointment:

Appointment of Robert Cross to the Venango County Fair Housing Board.

Appointment of Willis Thomas to the Venango County Housing Authority.

Reappointment of Bill McKinley to the Northwest Regional Planning and Development Commission Private Sector Seat for Venango County.

Commissioner Summers made a motion to approve the above appointments and the one reappointment, seconded by Commissioner Witherup, aye all.

OTHER BUSINESS

There was no business conducted.

PUBLIC COMMENT

Mr. Randall Smith, candidate for the 64th District State Representative Seat, introduced himself to the Board and those in attendance.

ADJOURNMENT

The meeting adjourned at 6:27 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,

Abby R. Flockerzi, Admin. Assist.