

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

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**COMMISSIONER BOARD MINUTES**  
**July 10, 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.  
O. C. Bell, Airport  
Bob Daugherty, Court Supervision  
Pennie Maclean, HR  
David Schwille, Human Services  
Major Smith, Prison  
Bradford Worthington, Public

Commissioner Vince Witherup  
Denise Jones, Chief Clerk  
Rich Winkler, Solicitor  
Diona Brick, Fiscal  
Bill Kresinski, MIS  
Rich Mihalic, Park  
Deborah Sharpe, Treasurer  
Sheila Boughner, News Media

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

The Retirement Board, Salary Board 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 6:11 p.m. The following changes were made to the agenda: additions include the approval of extending the time period of the Info-Matrix Corporation contract on the Human Services agenda, the approval of Service Provider Agreements for Rouseville Borough and Richland Township under Planning, and the acceptance of Frank Toothman's resignation from the Two Mile Run County Park Advisory Committee under County Administration.

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

Commissioner Witherup made a motion to approve the minutes from the June 12, 2012 meeting, seconded by Commissioner Summers, aye all.

**COURT ADMINISTRATION:**

There was no business to be conducted.

## **ROW OFFICES:**

There was no business to be conducted.

## **PRISION:**

The following item was presented for approval by Warden Smith:

Approval of Preventative Maintenance Contract Renewal with Bridgeway – This is a maintenance agreement renewal for the generator located at the Prison. The duration of the agreement is August 1, 2012 through June 30, 2013 at a cost of \$1,955.11. This is a budgeted item.

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

## **COMMUNITY SERVICES ADMINISTRATION:**

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

Resolution for Agility Agreement - This resolution gives signature authority to the Commissioner Board Chairman for the Agility Agreement that was started in March.

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

## **HUMAN SERVICES:**

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

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

Addendum #3 to the 2011-12 contract with Family Services of Northwestern PA to increase the contract maximum by \$7,707 due to additional units of Family Behavioral Health and Brief Services

Approval of the 2012-13 contract with Family Services and Children's Aid Society for the continuance of the Venango Fatherhood Initiative program at a contract maximum of \$104,800.

Approval of the 2012-13 contract with Youth Alternatives with a contract maximum of \$113,895 to include:

1. Afterschool Program
2. Alternatives4Youth
3. H.E.L.P.
4. Skill Builder
5. Children's Camp

Approval of the 2012-13 contract with Shippenville Project Point of Light. The contract provides access to services for abuse offenders and their victims. There is no contract maximum.

Approval of the 2012-13 contract with Dr. Allen Ryen at the rate of \$100.00 per hour for psychological services.

Approval of several resource family agreements.

### **Area Agency on Aging**

Approval of the 2012-13 contract with Nutrition Group which provides for a 3% increase for the following:

1. Hot home delivered meal
2. Frozen meal
3. Emergency meals
4. Throwaway trays

Approval of the 2012-13 contract with Tracy Jo's Adult Day Care at rates of \$53 for a full day and \$42.00 per half day.

Approval of the 2012-13 contract with the VNA of Venango County to provide the following services:

1. Occupational, Physical and Speech therapy at \$88.00 per hour
2. Home Health services at \$46.00 per hour
3. Personal Care and Home Support at \$18.99 per hour

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

Addendum to the 2011-12 contract with the ARC of Clarion/Venango County to purchase a vehicle for consumer transportation in the amount not to exceed \$25,000.

Addendum to the 2011-12 contract with the POINTE for an advance of \$25,000 on the 2012-13 contract and to increase the 2011-12 contract maximum to \$105,000.

Addendum to the 2011-12 contract with Community Services of Venango County to increase the amount for the Supported Living Program from \$10,000 to \$15,200 and for three Early Intervention billboards at a cost of \$4,950.

New contract for 2012-13 with the Borough of Sugarcreek Police Department for emergency transportation services through the mental health crisis unit and for releasing an officer to attend out of county forensic interviewing.

Approval of the 2012-13 contract with the POINTE to operate a consumer drop-in center in the amount of \$85,000.

Approval of the 2012-13 contract with Family Services of Northwest Pennsylvania to provide Family Based Mental Health Services between the times of program enrollment to qualification for Medical Assistance.

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

**FINANCE ADMINISTRATION:**

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

Warrant	061512	\$ 217,412.24	Non-Human Services Expenditures
Warrant	HS061512	308,763.56	Human Services Expenditures
Warrant	SP061412	581.00	Non- Human Services Expenditures
Warrant	062212	123,823.01	Non- Human Services Expenditures
Warrant	HS062212	170,485.74	Human Services Expenditures
Warrant	062912	483,868.09	Non-Human Services Expenditures
Warrant	HS062912	154,049.17	Human Services Expenditures
Warrant	HS062812	23,865.00	Human Services Expenditures
Warrant	SP070212	42,156.47	Non-Human Services Expenditures
Warrant	070612	94,256.06	Non-Human Services Expenditures
Warrant	HS070612	159,392.49	Human Services Expenditures

**Total** **\$ 1,778,652.83**

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

The following item was presented for approval by Ms. Brick:

Budget Transfers - A Budget Transfer in the amount of \$33,170 from the Capital Budget to the Sheriff's Budget for the purchase of a new vehicle. This vehicle will replace two vehicles that recently broke down, one of which will be repaired. It has been more than two years since the Sheriff's Department received a new vehicle. Another Budget Transfer was requested in the amount of \$11,500 from the Capital Budget to the Court Supervision Services Budget for the transfer/purchase of a used human services vehicle to his department. This vehicle will replace an older vehicle that was recently damaged in an accident.

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

## **PLANNING:**

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

Service Provider Agreements – Rouseville Borough and Richland Township – Under these agreements, Venango County Regional Planning Commission will review small project stormwater management applications and Stormwater Management plans and comment on planned actions. Venango County Regional Planning Commission also agrees to notify the municipality of any natural resource related problem/complaint brought to the planning commission's attention by a resident of the municipality.

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

## **TWO MILE COUNTY PARK:**

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

Park Activities Report:

The rental usage days for the Park so far for 2012 total 589, compared to 526 for the same timeframe in 2011. There have been 46 pavilion rentals so far, compared to 29 at this same time last year.

Everything has been submitted to the Department of Conservation and Natural Resources (DCNR) and the Pennsylvania Fish and Boat Commission. As soon as their approval is received the funds can be released and this project can proceed to the bid stage. This project is approximately one (1) month behind schedule.

Upcoming events at the Park can be viewed on the Park's website at [www.twomilerun.net](http://www.twomilerun.net).

## **COUNTY ADMINISTRATION:**

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

Approval of Agreement with Industrial Towel and Uniform, Inc. – This agreement is for the rugs at the Troy Wood Human Services Complex. Solicitor Winkler thought five (5) years was an extremely long term for a rug contract and upon earlier review of the contract had struck an indemnity clause. Based on this information it was decided to table this agreement until next month's meeting, pending further review.

Commissioner Witherup made a motion to table the above contract, seconded by Commissioner Summers.

Ratify Retroactively Agreement with Venango Training & Development Center, Inc. – This agreement is for custodial services at the Troy Wood Human Services Complex. This is to replace the original contract that could not be located and expires on August 12, 2012.

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

Approval of Temporary Right-Of-Way and Easement with Township of Cornplanter – The rights-of-way are on the County EMA/911 Center’s property. Cornplanter Township is conducting water line work and requested an easement for the line where it crosses County property and a temporary right-of-way while construction is under way.

Commissioner Witherup made a motion to approve the above temporary right-of-way and easement, seconded by Commissioner Summers.

The following item was presented for approval by Commissioner Brooks:

Resignation of Frank Toothman from Two Mile Run County Park Advisory Committee – Mr. Toothman submitted his resignation in June 2012 from the Two Mile Run County Park Advisory Committee. Commissioner Brooks thanked Mr. Toothman for his years of service on the Committee.

Commissioner Summers made a motion to approve the above resignation, seconded by Commissioner Witherup.

The following item was presented for approval by Commissioner Summers:

Approval of Appointment of Mike Sabousky to Two Mile Run County Park Advisory Committee – Commissioner Summers submitted Mr. Mike Sabousky for appointment to fill the unexpired term of Frank Toothman on the Two Mile Run County Park Advisory Committee.

Commissioner Summers made a motion to approve the above appointment, seconded by Commissioner Brooks.

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

Pole Building Bid – The bid was awarded to Douglas Fry for the removal of the pole building at the Airport formally known as the Combs Hanger. Mr. Fry submitted the only bid and the bid was for \$1.00. Mr. Bell stated that Mr. Fry was actually doing the County a favor by removing this structure as it is nothing more than a dilapidated garage and it is an eyesore.

Commissioner Summers made a motion to approve the above bid award, seconded by Commissioner Witherup.

### **OTHER BUSINESS**

There was no business conducted.

## **PUBLIC COMMENT**

Mr. Bradford Worthington questioned the Board about a former inmate of the Prison who died in June 2012 at UPMC Presbyterian after choking on cardboard from a toilet paper tubing at the Prison. Mr. Worthington asked if the inmate had received the same prescribed medications while he was in jail that he was receiving before he was incarcerated. Commissioner Brooks informed Mr. Worthington that he needs to follow the procedures of filing a Right-To-Know Request for this information and the County will then provide whatever information it legally can. If after that, Mr. Worthington still feels he has not received adequate information he can then contact the governing agency in Harrisburg.

## **ADJOURNMENT**

The meeting adjourned at 6:36 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,

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Abby R. Flockerzi, Admin. Assist.