

Reviewed by: TSB
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BSS

**COMMISSIONER BOARD MINUTES
JUNE 11, 2013**

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 |
| Denise Jones, Chief Clerk | Abby Flockerzi, Admin. Asst. |
| Rich Winkler, Solicitor | Diona Brick, Fiscal |
| Bill Kresinski, MIS | Pennie Maclean, HR |
| Rich Mihalic, Park | Jayne Romero, Human Services |
| Sheila Boughner, News Media | Jim Gross, GBS Television |
| Pastor Jodi Poorman, Associate Pastor, Fox Street Church of God | |

Prior to the meeting, a public prayer was offered by Pastor Jodi Poorman from the Fox Street Church of God located in Franklin, Pennsylvania. Commissioner Brooks then led the group in the Pledge of Allegiance.

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

CALL TO ORDER:

Commissioner Brooks called the meeting to order at 6:26p.m. The following changes were made to the agenda: addition of Approval of Bid for Enhanced Personal Care Home – Bathroom and Laundry Room Renovations under Human Services on Attachment C – Jayne; deletion of Approval of Contract with BATS (Bakers) to Provide Medical Assistance Transportation under Human Services/OEO on Attachment C – David; and deletion of Approval of Agreement with Infomatrix to Develop a Software Enhancement under Human Services/CYFS on Attachment C – David.

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

APPROVAL OF MINUTES:

Commissioner Brooks made a motion to approve the minutes from the May 14, 2013 meeting, seconded by Commissioner Summers, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

There was no public comment offered on the Commissioner Board agenda.

COURT ADMINISTRATION:

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

Approval of License Agreement with National Association for Shoplifting Prevention – This is a shoplifting prevention program. Cost of this program is \$975 per box of Home Study Kits, plus shipping and handling costs, for every 26 individuals who participate. In addition, \$29 per ID and password for the online program will be charged.

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

ROW OFFICES:

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

Approval of Application Agreement to the Pennsylvania Commission on Crime and Delinquency (PCCD) for Sub-Grant of the STOP Violence Against Women Formula Grant Program 2013 – 2015 – This is an agreement between the County and Family Service and Children’s Aid Society, PPC Violence Free Network Program. The County is making an application to the PCCD for a sub-grant identification number 23819 of \$41,000.

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

Ratification of PCCD Grant for Victims of Juvenile Offenders for Victim/Witness Provider – The amount of this grant is \$7,936 and is made through the District Attorney’s Office.

Commissioner Brooks made a motion to approve the above grant, seconded by Commissioner Summers, aye all.

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

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

Ratification of Cummins Bridgeway Equipment Maintenance Agreement – 911 Center – This is a planned equipment maintenance agreement for the emergency power generator at the 911

Center located at 1052 Grandview Road, Oil City. The total cost is \$959.02 and includes an inspection in June at a cost of \$349.52 and a full service in November at a cost of \$609.50.

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

HUMAN SERVICES:

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

AAA/RSVP

Request approval of the nomination of Malory ShROUT to the RSVP Advisory Board

OEO/Transportation

Approval of a contract with Community Ambulance Service to provide some MATP for persons with specialized needs as well as Urgent Care at the rate of \$18 per one way trip, \$2.25 per mile for trips out of county and \$16 per hour waiting time. The contract maximum is \$40,000.

Approval of two resolutions to enroll/approve Karen Clark to work in the PENN DOT dotGrant system and assigning her roles under the grants system.

Commissioner Brooks made a motion to approve the above items, seconded by Commissioner Summers, aye all.

CYFS

Approval of a Service Agreement with Infomatrix to act as software developer in a three county data base project. This agreement is for a multi-year project which is renewable each year. Venango County will be responsible for 15% of the development costs.

Approval of two contracts Portfolio Advisors for the Family Development Credentialing Program. Each has a contract maximum of \$500.

Approval of a contract with Triple P America in the amount of \$50,060 to provide training, materials and follow-up consultation for an evidence-based parenting program.

Amendment to the contract with Family Services of Northwest PA to reallocate existing funds resulting in a net decrease of \$78 of the contract maximum of \$190,763

Approval of Resource Family agreements:

Shannon & Kara Hawke
Rex & Karen Chrispen
Charles & Julie Heffern
Jim & Barb Hickey

Commissioner Brooks made a motion to approve the above items, pending Solicitor approval of the contract with Triple P America and the contract the Amanda Callinan, seconded by Commissioner Summers, aye all.

CONTRACT ADDENDUMS 2012-2013

Item 1: Sugar Valley Lodge

Synopsis: Request Commissioner approval to reimburse the Provider for the purchase of equipment and supplies to be used at the former Polk Elementary School. The County will advance \$6,500 to the Provider and will reimburse the Provider for actual costs incurred not to exceed \$6,500. Any unused portion of the advance must be returned to the County.

CONTINUATION/RENEWAL CONTRACTS 2012-2013

Item 1: Gaudenzia, Inc. / Chambers Hill Adolescent Program

Synopsis: Request Commissioner approval to contract with the provider for the following services: \$190.00/Day Short-Term Non-Hospital Inpatient Rehabilitation for Adolescent Males; \$190.00/Day Moderate-Term Non-Hospital Inpatient Rehabilitation for Adolescent Males; \$190.00/Day Long-Term Non-Hospital Inpatient Rehabilitation for Adolescent Males. There is no match required.

Item 2: Family Links, Inc.

Synopsis: Request Commissioner approval to contract with the provider for the following services: \$180.00/ Day, Long-Term Non-Hospital Inpatient Pregnant Women-Women with Children. There is no match required.

Item 3: Gaudenzia Erie, Inc.

Synopsis: Request Commissioner approval to contract with the provider for the following services: \$115/ Day Halfway House for Adult Females and Women with Children; \$87.00/ Day Halfway House for Adult Males; \$275.00/ Day Inpatient Non-Hospital Detox for Adult Males/Females; \$158/ Day Inpatient Short-term Non-Hospital Rehab for Adult Males/Females; \$115.00/ Day Inpatient Non-Hospital Long-term Rehab for Adult Males/Females; \$250.00/ Day Inpatient Non-Hospital Rehab with Dual Diagnosis for Adult Males/Females. There is no match required.

Item 4: Gateway Rehabilitation Center

Synopsis: Request Commissioner approval to contract with the provider for the following services: \$202.87/Day Non-Hospital Detoxification for Adults; \$177.37/Day Residential Rehabilitation for Adults and Adolescents; \$86.41/Day Halfway House for Adults (Moffett); \$86.41/Day Halfway House for Adults (Tom Rutter). There is no match required.

Item 5: Greenbriar Treatment Center

Synopsis: Request Commissioner approval to contract with the provider for the following services: \$210.00/ Day Non-Hospital Detoxification for Adults; \$189.00/Day Non-Hospital Short-Term Rehabilitation for Adults; \$238.00/Day Non-Hospital Dual Diagnosis for Adults; \$105.00/Day Female only Halfway House. There is no county match.

Item 6: Abstinent Living at The Turning Point at Washington, Inc.

Synopsis: Request Commissioner approval to contract with the provider for the following services: Halfway House-Adult Female Only, \$87.00/ Day, Halfway House-Adult Female Only, Pregnant Women, Women With Children \$139.00/Day. There is no match required.

Item 7: The Pennsylvania Department of Public Welfare, Office of Developmental Programs

Synopsis: Request approval to continue the Operating Agreement between the DPW, Office of Developmental Programs and the County for the Implementation of the Consolidated and Person/Family Directed Support Waivers for individuals with intellectual disabilities. This contract must be signed and submitted to the Office of Developmental Programs for the County to continue to administer waiver services to the intellectually disabled population. The language of this Operating Agreement is not negotiable.

Item 8: Colleen Breene

Synopsis: Request approval to continue to contract with the provider to provide consultation and evaluation services for MH consumers as authorized by the Base Service Unit. Reimbursement at a rate of \$64.35 per consultation hour and \$55.60 per evaluation hour will only be paid for services not covered or billable under Medical Assistance. Match, if needed, will come from the existing allocation.

Item 9: Dr. Robert Craig

Synopsis: Request approval to continue to contract with the provider to provide consultation and evaluation services for MH consumers as authorized by the Base Service Unit. Reimbursement at a rate of \$64.35 per consultation hour and \$55.60 per evaluation hour will only be paid for services not covered or billable under Medical Assistance. Match, if needed, will come from the existing allocation.

Item 10: Seneca Medical Center

Synopsis: Request approval to continue to contract with the provider to provide physician backup for phone and mobile crisis intervention services during evenings, weekends, and holidays, as a condition of licensure and crisis intervention as required by Health Choices.

Item 11: Dr. Derek V. Roemer

Synopsis: Request approval to continue to provide consultation and evaluation services for MH consumers as authorized by the Base Service Unit. Reimbursement at a rate of \$64.35 per consultation hour and \$55.60 per evaluation hour will only be paid for services not covered or billable under Medical Assistance. Match, if needed, will come from the existing allocation.

Item 12: Crawford and Fitch – Ear, Nose, and Throat

Synopsis: Request approval to continue to provide audiological assessments and evaluations for Early Intervention Program clients referred by the County. The County agrees to reimburse the provider the MA rate for any child not eligible for Medical Assistance or if a MA eligible child’s primary care physician is not willing to make the appropriate referral and authorization for the audiological assessment. Match, if needed, will come from the existing allocation.

OTHER ITEMS

Item 1: Human Services Block Grant Plan

Synopsis: Request Commissioner approval to submit the Human Services Block Grant Plan for 2013-2014 as prepared by the county planning team. All services will remain the same with the addition of the CORE Program, After Hours Transportation Program, a Marketing Plan, and a Suicide Prevention – Student Assistance Program.

Commissioner Summers commended Ms. Romero and the Human Services staff on their great job this past year. They have done more with less money and less personnel and done it well!

Approval of Bid for Enhanced Personal Care Home – Bathroom and Laundry Room Renovations – Whalen Contracting submitted the low bid of \$10,069.

Commissioner Brooks made a motion to approval the above items, seconded by Commissioner Summers, aye all.

Approval of Appointment to Reverend John Wood to Venango County MH/DS Advisory Board/Substance Abuse Executive Commission.

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

FINANCE ADMINISTRATION:

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

Warrant	HS051413	29,074.26	Human Service Expenditures
Warrant	051713	1,253,073.49	Non- Human Services Expenditures
Warrant	HS051713	211,649.45	Human Services Expenditures

Warrant	052413	170,249.19	Non-Human Services Expenditures
Warrant	HS052413	190,114.61	Human Services Expenditures
Warrant	SP052213	2,754.00	Non-Human Services Expenditures
Warrant	053113	379,541.19	Non-Human Services Expenditures
Warrant	HS053113	51,783.92	Human Services Expenditures
Warrant	EL053013	24,698.70	Non-Human Services Expenditures
Warrant	060713	57,018.18	Non-Human Services Expenditures
Warrant	HS060713	124,902.03	Human Services Expenditures
Warrant	HS060613	356.92	Human Services Expenditures
Warrant	SP060513	247.50	Non-Human Services Expenditures

Total **\$ 2,495,463.44**

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

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

Approval of Budget Transfers – A Budget Transfer was requested in the amount of \$4,950 from the Contingency Fund to the Prison Budget to pay for housing an inmate with outside housing. A Budget Transfer was requested to increase the Affordable Housing budget in the amount of \$4,590 for first time home buyers.

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

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Ms. Maclean:

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Raymond Bell**, Corrections Officer, AFSCME position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 05/29/13; Special Conditions:** Filling existing vacancy; action ratified at June Prison Board meeting. In Department #510 (Area Agency on Aging) of **Joni Baker**, Aging Care Manager, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 06/03/13; Special Conditions:** Filling existing vacancy. In Department #520 (Children and Youth Services) of **Lindsay Weckerly**, Casework Supervisor, Full-Time Exempt, Exempt Pay Grade 3 (\$41,294.42/yr.), **effective 06/10/13; Special Conditions:** Filling existing vacancy. In Department #540 (MH/DS) of **Phillip Geer**, Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 05/28/13; Special Conditions:** Filling existing vacancy.

In Department #580 (Transportation) of **James Baker**, Transportation Aide, SEIU position, Part-Time, 50 hours/pay, SEIU Pay Grade 4 (\$8.00/hr.), **effective 06/10/13; Special Conditions:** Filling existing vacancy.

TEMPORARY NEW HIRE – In Department #305 (Prison) of **Mitchell Womeldorf**, Corrections Officer, AFSCME position, Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 06/12/13**; **Special Conditions:** Filling existing vacancy; action to be ratified at the July Prison Board meeting; temporary assignment through 07/31/13.

REHIRE – In Department #507 (Veterans' Affairs) of **Randolph Schneider**, Intake Clerk II, SEIU position, Probationary Part-Time, 50 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 06/10/13**; **Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #530 (PICs) of **Michael Carothers**, Senior Caseworker, Full-Time, 80 hours/pay, **effective 04/15/13**.

CHANGE IN EMPLOYMENT STATUS / INCREASE IN HOURS – In Department #305 (Prison) of **Joshua Ditzenberger**, Corrections Officer, AFSCME position, **from** Temporary Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **to** Probationary Full-Time, 80 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 06/09/13**; **Special Conditions:** Filling existing vacancy; temporary service credited toward probationary period; action to be ratified at the July Prison Board meeting.

PROMOTION – In Department #530 (PICs) of **Valerie McGuire**, **from** Senior Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 (\$16.5407/hr.), **to** Casework Supervisor, Full-Time Exempt, Exempt Pay Grade 3 (\$38,957/yr.), **effective 05/27/13**; **Special Conditions:** Filling existing vacancy. In Department #540 (MH/DS) of **Kim Buser**, **from** Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$14.9919/hr.), **to** Senior Caseworker, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 7 (\$15.5896/hr.), **effective 06/03/13**; **Special Conditions:** Filling existing vacancy.

SEPARATION OF EMPLOYMENT – In Department #305 (Prison) of **Michael May**, Corrections Officer, AFSCME position, **effective 06/30/13**; of **Stephanie Sherwood**, Corrections Officer, AFSCME position, **effective 05/31/13**. In Department #540 (MH/DS) of **Kristina Hoepfl**, Senior Caseworker, **effective 05/31/13**.

CORRECTION TO 05/14/13 HR COMMISSIONER BOARD AGENDA

RETURN FROM LEAVE OF ABSENCE / POSITION RELOCATION / RATE ADJUSTMENT – In Department #520 (Children & Youth Services) of **Diane Weckerly**, **from** Senior Program Specialist, Full-Time Exempt, Exempt Pay Grade 3 (\$38,957/yr.), **to** Program Manager, Full-Time Exempt, Exempt Pay Grade 4 (\$44,379.49/yr.), **effective 05/18/13**; **Special Conditions:** Rate adjustment includes 2012 and 2013 COLA increases provided upon return from CWEL; filling newly created position ratified at the February Salary Board meeting.

Note: Effective date should reflect 05/20/13.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

NEW HIRE—ON CALL – In Department #305 (Prison) of **Dennis Brink**, Corrections Monitor, AFSCME position, Part-Time, 7 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.),

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effective 06/12/13; Special Conditions: Filling newly created position ratified at the May Salary Board meeting, action to be ratified at the July Prison Board meeting; of **Kathleen Seefried**, Corrections Monitor, AFSCME position, Part-Time, 7 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 06/12/13; Special Conditions:** Filling newly created position ratified at the May Salary Board meeting, action to be ratified at the July Prison Board meeting.

TEMPORARY NEW HIRE – In Department #160 (Maintenance) of **Mary Maleski**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/10/13; Special Conditions:** Temporary assignment through 08/30/13; filling newly created position ratified at the April Salary Board meeting. In Department #305 (Prison) of **Joshua Ditzenberger**, Corrections Officer, AFSCME position, Temporary Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 05/12/13; Special Conditions:** Temporary assignment through 07/31/13, filling newly created position ratified at the May Salary Board meeting, action ratified at the June Prison Board meeting; of **Diana Huff**, Corrections Officer, AFSCME position, Temporary Part-Time, 64 hours/pay, AFSCME Pay Grade 11 (\$9.38/hr.), **effective 05/30/13; Special Conditions:** Temporary assignment through 07/31/13; filling newly created position ratified at the May Salary Board meeting; action ratified at the June Prison Board meeting.

REHIRE – In Department #160 (Maintenance) of **Tyler Cochran**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/10/13; Special Conditions:** Temporary assignment through 08/30/13; filling newly created position ratified at the April Salary Board meeting; of **Michael Rupert**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/10/13; Special Conditions:** Temporary assignment through 08/30/13; filling newly created position ratified at the April Salary Board meeting; of **Zachary Walters**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 06/10/13; Special Conditions:** Temporary assignment through 08/30/13; filling newly created position ratified at the April Salary Board meeting. In Department #605 (Park) of **Eric Caffrey**, Maintenance Worker Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.54/hr.), **effective 05/22/13; Special Conditions:** Temporary assignment through 09/14/13; filling newly created position ratified at the May Salary Board meeting.

EXTENSION OF TEMPORARY ASSIGNMENT – In Department #520 (Children and Youth Services) of **Kimberly Bega**, Casework Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 05/31/13; Special Conditions:** Assignment extended for up to 400 hours.

POSITION REALLOCATION / RATE ADJUSTMENT – In Department #190 (Planning) of **Jason Ruggiero**, Planner I, Full-Time, 70 hours/pay, **from** Non-Union Hourly Pay Grade 5 (\$12.8030/hr.) **to** Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 05/13/13; Special Conditions:** Ratified at June Salary Board meeting.

TRANSFER / POSITION REALLOCATION – In Department #510 (Area Agency on Aging) of **Donna Kalamajka**, **from** Community Health Nurse II, Full-Time Exempt, Exempt Pay Grade 3 (\$45,539.45/yr.) **to** Department #530 (PICs), Community Health Nurse I, Full-Time, 80

hours/pay, Non-Union Hourly Pay Grade 7 (\$21.8940/hr.), effective 05/27/13; **Special Conditions:** Filling newly created position ratified at the June Salary Board meeting.

Commissioner Brooks made a motion to approve the above items, seconded by Commissioner Summers, aye all.

ROW OFFICES
Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

SEPARATION OF EMPLOYMENT – In Department #310 (Court Supervision Services) of **Shannon Burrelli**, Collections Coordinator, effective 06/19/13.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

NONE

PLANNING:

The following item was presented by Ms. Jones:

Approval of First Time Home Buyer – Rudegear/Gregory – An application has been submitted in the amount of \$4,590 to participate in the First Time Home Buyer program for a purchase of a home located on Elk Street in Franklin.

Commissioner Brooks made a motion to approve the application, seconded by Commissioner Summers, aye all.

TWO MILE RUN COUNTY PARK:

The following items was presented by Mr. Mihalic:

Approval of Adopt-A-Pavilion Project Agreement - Pin Oak Village – Pin Oak Village has agreed to adopt the Fishing Pier Pavilion for one year by donating \$250.00. This money will be used for the upkeep and maintenance of this pavilion.

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

Park Activities Report:

The annual boat races were held on Memorial Day weekend. The weather did not cooperate

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very well. High winds on Saturday caused the races to be cancelled on Saturday.

Pavilion rentals are good so far.

A trail ride is scheduled for June 22 with a Full Moon Hike scheduled for the same day.

A mountain bike race is scheduled for August 17.

The annual Rocky Grove Invitational is scheduled for October 12.

Crews are keeping up the grass mowing.

Commissioner Summers commented that she had been to the Park this past Sunday and everything was very nice.

JMT will be rebidding the boat launch on Monday, June 17th.

Commissioner Brooks made a motion to reject all formal bids for the boat launch, seconded by Commissioner Summers, aye all.

COUNTY ADMINISTRATION:

The following item was presented for approval by Commissioner Brooks:

Approval of Zito Media to Place or Utilize Conduit across Veterans Bridge – This is to approve a pending contract between the County and Zito Media to place or utilize a conduit across Veteran Bridge located in Oil City.

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

The following item was presented by Ms. Jones:

Approval of Simplex Grinnell Contract – This contract covers several County buildings. For the Courthouse Annex, the annual fire alarm test and inspection cost is \$605.00, the annual wet sprinkler test and inspection cost is \$339.39 and the annual backflow test and inspection cost is \$994.61. For the Courthouse fire alarm panel parts and labor with annual inspection the cost is \$2,645.67. For the Troy A. Wood Human Services Building the annual fire alarm test and inspection cost is \$2,350.00, the annual backflow test cost is \$350.00 and the annual wet sprinkler test and inspection cost is \$150.00. For the Prison the fire alarm parts and labor coverage with annual inspection cost is \$3,888.80 and the annual wet sprinkler test and inspection cost is \$1,049.40. This is a one year contract with a beginning date of July 1, 2013 and an ending date of June 30, 2014.

Commissioner Brooks made a motion to approve the above agreement, pending Solicitor approval, seconded by Commissioner Summers, aye all.

OTHER BUSINESS

There was no business conducted.

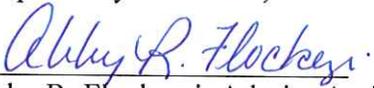
PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 6:47 p.m. upon a motion by Commissioner Brooks and a second by Commissioner Summers, aye all.

Respectfully submitted,


Abby R. Flockerzi, Admin. Assist.