

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**June 10, 2014**

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 / County Administrator	Abby Flockerzi, Administrative Assistant
Rich Winkler, Solicitor	Diona Brick, Fiscal
Bill Kresinski, MIS	Pennie Maclean, HR
Rich Mihalic, Park	Jayne Romero, Human Services
Mark Seigworth, 911	Tom Sherman, EMA
Marilyn Black, Oil Region Alliance	Sheila Boughner, News Media
Albert Abramovic, Public	
Pastor Janor Bestwick, Seneca Evangelical Congregational Church	

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 6:07 p.m.

**APPROVE / AMEND COMMISSIONER BOARD AGENDA:**

The following changes were made to the agenda: addition of Venango County Transportation Title VI Compliance Statement Complaint Policy under Human Services; amendment of Community Ambulance Service, Inc. Contract under Human Services; and addition of Approval of Appointment of Colleen Stuart to Workforce Investment Board under County Administration.

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 13, 2014 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:**

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 item was presented for approval by Mr. Seigworth:

Approval of Equipment for Clintonville Fire Department Repeater – The purchase and installation of this equipment will enhance the communication in the southern portion of the County. The cost of this project is \$17,995.00.

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

The following item was presented for approval by Mr. Sherman for informational purposes:

2013 Disaster FEMA – 4149 – DR Update – During the timeframe of June 26 through July 7, 2013, Venango County experienced severe storms and flooding. Due to this, 15 municipalities and two (2) fire departments within the County applied for aid from FEMA. Two (2) municipalities and two (2) fire departments withdrew their applications for aid. The total amount awarded within Venango County is \$36,056.66 to cover expenses caused by the storms that occurred during this timeframe.

**HUMAN SERVICES:**

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

**NEW CONTRACTS 2014- 2015**

**Item 1: Goodwill Industries of North Central PA, Inc.** (ID/MH)

**Synopsis:** Request Commissioner approval to contract with Goodwill Industries of North Central PA, Inc. for the period of April 1, 2014 through June 30, 2015 to provide supported employment to ID and MH consumers as authorized by the Base Service Unit at the state set ID rate of \$15.71. The match requirement will come from the existing match allocation.

**Item 2: Shawn McGill MSW Consulting Inc.** (ID)

**Synopsis:** Request Commissioner approval to contract with Shawn McGill Consulting Inc. for the period of May 1, 2014 through June 30, 2015 to provide behavior support to ID consumers, as authorized by Venango County Mental Health and Development Services at the state set ID rate of \$18.39. The match requirement will come from the existing match allocation.

**Item 3: CS Technologies Plus** (AAA)

**Synopsis:** Request Commissioner approval to contract with CS Technologies Plus for the period of July 1, 2014 through June 30, 2015 to provide Standard Personal Emergency Response systems (\$29.00/month), additional PERS pendant (\$11.00/ month), emergency wall communicators (\$11.00/month), and vault lock box (\$35.00 one-time charge) for Venango County residents, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

**Item 4: NHS Human Services**

**Synopsis:** Request Commissioner approval to enter into a contract with NHS Human Services – Long Term Structured Residence (LTSR) for the period June 1, 2014 through June 30, 2015 to provide LTSR services for individuals authorized by the Venango County Base Service Unit. Reimbursement to the Provider will be \$265.88 per diem for LTSR – Treatment and \$33.12 for LTSR Room and Board when no other third party reimbursement is available. The match will come from the existing match allocation.

**Item 5: One to Many Computer & Training Solutions, LLC**

**Synopsis:** Request Commissioner approval to enter into a contract with One to Many Computer & Training Solutions, LLC for the period May 1, 2014 through June 30, 2015 to 1) compile and design spreadsheet templates that list services for each of the four ages and life stages; 2) to use this information to design a functional, clickable website to assist caseworkers and community services providers in finding and securing resources for Venango County residents, and 3) provide computer software training to County staff as requested by the Human Services Administrator. The Provider will be reimbursed \$25 per hour to the maximum of \$3,650. Due to the limited scope of this contract, we ask for the insurance requirements to be waived. Any match requirement will come from the existing match allocation.

**CONTINUATION CONTRACTS 2014-2015**

**Item 1: Visiting Nurses Association of Venango County** (AAA)

**Synopsis:** Request Commissioner approval to continue to contract with Visiting Nurses Association of Venango County for the period of July 1, 2014 through June 30, 2015 to provide personal care (\$18.99/ hour), home support (\$18.99/hour), home health aide (\$46.00/hour), home health nursing (\$88.00/hour), occupational therapist services (\$88.00 /hour), physical therapist services (\$88.00/hour), and speech therapist services (\$88.00/hour) for clients, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

**Item 2: Lifeline Systems Company** (AAA)

**Synopsis:** Request Commissioner approval to continue to contract with Lifeline for the period of July 1, 2014 through June 30, 2015 to provide personal emergency response systems for clients, as authorized by Venango County Area Agency on Aging. The reimbursement rate is \$25.00/ month for active subscribers with an existing contract prior to August 19, 2009. For any subscriber with a service

contract dated on or after August 19, 2009, the reimbursement rate is \$30.00/ month. There is no match required from the County.

**Item 3: Easter Seals Society of Western Pennsylvania** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with Easter Seals Society of Western PA for the period of July 1, 2014 through June 30, 2015 to provide physical therapy, occupational therapy, speech pathology, and participation in the evaluation process for EI clients, as authorized by the Venango County Early Intervention Program, at the rate of \$31.76 as set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 4: George M. Yue** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with George M. Yute for the period of July 1, 2014 through June 30, 2015 to provide physical therapy and evaluation for Early Intervention children upon referral from EI staff at the rate of \$31.76 per unit as set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 5: Gail Donaldson, MSCCC/SLP** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with Gail Donaldson, MSCCC/SLP, for the period of July 1, 2014 through June 30, 2015 to provide speech therapy and evaluation for Early Intervention children upon referral from EI staff at the rate of \$31.76 per unit as set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 6: Pediatric Therapy Professionals, Inc.** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with Pediatric Therapy Professionals, Inc. for the period of July 1, 2014 through June 30, 2015 to provide physical, occupational, and speech therapy (\$31.76/ unit), nutritional and behavioral support, and special instruction (\$27.99/unit) to EI clients as authorized by the Venango County Early Intervention Program. The provider will also participate in the evaluation process of the child. The rates are set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 7: Next Step Therapy, Inc.** (EI)

**Synopsis:** Request Commissioner approval to continue to contract with Next Step Therapy, Inc. for the period of July 1, 2014 through June 30, 2015 to provide physical, occupational, and speech therapy (\$31.76/unit), nutritional support, and special instruction (\$27.99/unit) to EI clients as authorized by the Venango County Early Intervention Program. The provider will also participate in the evaluation process of the child. The rates are set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

**Item 8: Gaudenzia, Inc. (SA)**

**Synopsis:** Request Commissioner approval to continue to contract with Gaudenzia, Inc. Chambers Hill Adolescent Program for the period of July 1, 2014 through June 30, 2015 to provide short-term and long-term non-hospital inpatient rehabilitation (\$190.00/ day) to adolescent males, as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

**Item 9: Greenfield Counseling Center (SA)**

**Synopsis:** Request Commissioner approval to continue to contract with Greenfield Counseling Center for the period of July 1, 2014 through June 30, 2015 to provide Methadone treatment (\$50.00/intake and \$95.00/week outpatient) to individuals as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

**Item 10: Gaudenzia Erie, Inc. (SA)**

**Synopsis:** Request Commissioner approval to continue to contract with Gaudenzia Erie, Inc. for the period of July 1, 2014 through June 30, 2015 to provide Halfway House for adult females and women with children (\$129/day), Halfway House for adult males (\$92/day), inpatient non-hospital detox for adults (\$289/day), inpatient short-term non-hospital rehab for adults (\$166/day), inpatient long-term non-hospital rehab for adults (\$121/day) and inpatient non-hospital rehab for adults with Dual Diagnosis (\$263/day), as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

**Item 11: Gateway Rehabilitation Center (SA)**

**Synopsis:** Request Commissioner approval to continue to contract with Gateway Rehabilitation Center for the period of July 1, 2014 through June 30, 2015 to provide non-hospital detoxification for adults (\$202.87/day), residential rehabilitation for adults and adolescents (\$177.37/day) and Halfway House for adults (\$86.41/ day), as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

**Item 12: Pyramid Healthcare, Inc. (Duncansville) (SA)**

**Synopsis:** Request Commissioner approval to continue to contract with Pyramid Healthcare, Inc. (Duncansville) for the period of July 1, 2014 through June 30, 2015 to provide inpatient non-hospital short-term rehabilitation for adolescent males and females (\$268.03/ day) as authorized by the Venango County Substance Abuse Program. There is no match required from the County.

**Item 13: Richard Winkler (HS)**

**Synopsis:** Request Commissioner approval to continue to contract with Richard Winkler for the period of July 1, 2014 through June 30, 2015 to be the contracted Solicitor for Venango County Human Services at \$125.00 per hour, as authorized by the County. The required match will come from the existing match allocation.

**Item 14: Community Ambulance Service, Inc.** (HS)

**Synopsis:** Request Commissioner approval to continue to contract with Community Ambulance Service, Inc. for the period of July 1, 2014 through June 30, 2016 to provide 1) Medical Assistance Transportation and Urgent Care Transportation to consumers, as authorized by the County. The in-County fare will be \$18.00 per trip and the out of County fare will be \$2.25/mile plus any added expenses such as tolls, parking, etc. 2) Ambulance Transportation Services, reimbursed at the MA rate, when no other third party reimbursement is available, as authorized by the County. The required match will come from the existing match allocation.

**Item 15: The Arc of Clarion and Venango Counties Inc.** (ID/MH)

**Synopsis:** Request Commissioner approval to continue to contract with The Arc of Clarion and Venango Counties Inc. for the period of July 1, 2014 through June 30, 2015 to provide companion services (\$5.41/ 15 mins.), supported employment (\$15.71/15 mins.), and home and community habitation (\$6.38/ 15 mins.) to ID and MH consumers, as authorized by the Base Service Unit. The required match will come from the existing match allocation.

**ADDENDUMS TO EXISTING CONTRACTS 2013-2014**

**Item 1: Community Services of Venango County** (MH/DS)

**Synopsis:** Request Commissioner approval to amend the contract with Community Services of Venango County, Inc. for fiscal year 2013-14, effective June 1, 2014 for the duration of the contract, to 1) provide individuals that self-identify as having a disability to staff the Human Services Enclave program. The Provider will be responsible for handling all payroll administration. The County will reimburse the Provider for actual costs incurred plus a 3% administrative fee. 2) The County will also reimburse the Provider for actual costs incurred in association with the startup of the Doula program to a maximum of \$10,625. 3) Allow the Provider to inter-change funding for the Elk Street Apartment expenses and Life Skills Support for Elk Street residents, as they deem necessary. There will be no increase in funding. The required match will come from the existing match allocation.

**Item 2: Regional Counseling Center** (MH/DS)

**Synopsis:** Request Commissioner approval to amend the contract with Regional Counseling Center for the fiscal year 2013-2014, effective June 1, 2014 for the duration of the contract, to 1) increase the contract maximum for Outpatient Services from \$258,864 to \$283,864. 2) Decrease the maximum cost reimbursement paid to the provider for the Mobile Medication Program from \$29,664 to the maximum of \$4,664. 3) Advance the provider \$44,714.07 as follows: Outpatient Services: \$19,286.77, Medications: \$1,644.48, Forensic Program: \$9,000.00, Housing: \$5,290.50, IMR: \$3,972.10, Mobile Medication: \$700.00, Representative Payee: \$4,820.22. The amount advanced will be deducted from the June invoice payment and any amount advanced that is above total due for services rendered will be returned to the County by July 20, 2014. The required match will come from the existing match allocation.

**Item 3: Baker's Transportation** (CSS)

**Synopsis:** Request Commissioner approval to extend the contract for the period July 1, 2013 through June 30, 2014 with Baker's Transportation into Fiscal Year 2014-2015 on a month to month basis. All terms in the contract remain in full force and effect. The required match will come from the existing match allocation.

**OTHER ITEMS:**

**Item 1: Approval of CYFS Resource Family Agreement**

Request Commissioner approval to enter into Resource Family Agreements with six families for the Foster/ Kinship Care Program.

- Danielle Barclay
- Christopher Hoffman and Jennifer Denardo
- Charlie White and Chrissie Sumoske
- Robert and Nicole Hanna
- Jim and Barb Hickey
- Carl and Jill Kinnear

**Item 2: Sub- lease Agreements for individuals identified by Venango County MH/DS**

Request Commissioner approval to enter into sub-lease agreement for individuals identified by the County Human Services for two properties located in Franklin that is zoned for apartment living. The agreements will be in effect May 5, 2014 through November 5, 2014 and May 19, 2014 through November 30, 2014.

**Item 3: Lease Agreement with Family Service and Children's Aide Society**

Request Commissioner approval to enter into a lease agreement with Family Service and Children's Aide Society for the use of a 2005 Dodge SUV vehicle for the cost of \$1.00 per year with the ability to amend the agreement for future years at the expressed consent of both parties.. The Provider will cover all costs including maintenance and insurance. There is no cost to the County associated with this lease agreement.

**Item 4: Credit Reporting Agency Agreement for Foster Care Youth**

Request Commissioner approval to enter into an agreement with EXPERIAN to run credit reports for children in foster care at no charge to the County.

**Item 5: Venango County Transportation Revision to Title VI Compliance State Complaint Policy and Procedures**

Request Commissioner approval for Title VI compliance State Complaint Policy and Procedures for the Venango County Transportation. The appeal process was added.



Officer, AFSCME Position, Full-Time, 80 hours / pay, AFSCME Pay Grade 11 (\$9.38 / hr.), **effective 06/01/14; Special Conditions:** Filling existing vacancy; of **Tracy Draa**, Corrections Officer, AFSCME Position, Full-Time, 80 hours / pay, AFSCME Pay Grade 11 (\$9.38 / hr.), **effective 05/19/14; Special Conditions:** Filling existing vacancy.

**END OF PROBATION** – In Department #320 (Emergency Management) of **Todd Johnson**, Training Operations & Safety Coordinator, Full-Time, 80 hours/pay, **effective 06/11/14**. In Department #530 (PICs Unit) of **Donald Ahrens**, Caseworker III, Full-Time, 80 hours/pay, **effective 05/25/14**.

**SEPARATION OF EMPLOYMENT – RETIREMENT** – In Department #130 (Human Resources) of **Misti Kresinski**, Employee Benefits Coordinator, **effective 05/23/14**.

**SEPARATION OF EMPLOYMENT** – In Department #305 (Prison) of **Vivian Delia**, Corrections Officer, AFSCME Position, **effective 05/29/14**; of **Tracy Draa**, Corrections Officer, AFSCME Position, **effective 05/19/14**; of **Nicholas Olmstead**, Corrections Officer, AFSCME Position, **effective 05/03/14**. In Department #520 (Children & Youth) of **Jessica Babbitt**, Casework Supervisor, **effective 05/27/14**.

**CORRECTIONS TO 05/13/14 HR ROW OFFICE AGENDA**

**PROMOTION / TRANSFER** - In Department #250 (Register & Recorder) of **Donna Manross**, from 2<sup>nd</sup> Deputy Register and Recorder, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 3 (\$11.6413 / hr.) to Department #125 (Public Defender), Administrative Assistant II, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 5 (\$12.40 / hr.), **effective 05/27/14; Special Conditions:** Filling existing vacancy.

**Note: Special conditions should reflect that this vacancy was a newly created position ratified at the April Salary Board meeting.**

**PROMOTION / CHANGE IN EMPLOYMENT STATUS / INCREASE IN HOURS / TRANSFER** – In Department #507 (Veterans' Affairs) of **Randolph Schneider**, from Intake Clerk II, SEIU Position, Part-Time, 50 hours / pay, SEIU Pay Grade 6 (\$9.0860 / hr.) to Department #125 (Public Defender), Jail Advocate, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 6 (\$13.96 / hr.), **effective 05/12/14; Special Conditions:** Filling existing vacancy.

**Note: Effective date of personnel action should reflect 06/02/14.**

**OUT OF CLASS COMPENSATION** – In Department #125 (Public Defender) of **Randolph Schneider**, Intake Clerk II, Part-Time, 50 hours / pay, from SEIU Pay Grade 6 (\$9.0860 / hr.) to SEIU Pay Grade 6 (\$13.96 / hr.), **effective 04/28/14; Special Conditions:** Increase in salary to last no longer than 05/11/14.

**Note: Special Conditions should reflect that the increase to salary should last no longer than 05/30/14.**

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**PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:**

**PROBATIONARY NEW HIRE** – In Department #305 (Prison) of **Lori Birch**, Correctional Nurse,

Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 6 (\$15.36 / hr.), **effective 06/02/14; Special Conditions:** Filling newly created position ratified at June Salary Board meeting.

**TEMPORARY NEW HIRE** – In Department #160 (Maintenance) of **Samantha Burke**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27 / hr.), **effective 06/09/14; Special Conditions:** Temporary assignment through 09/05/14; filling newly created position ratified at the May Salary Board meeting; of **Colton Cunningham**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27 / hr.), **effective 06/09/14; Special Conditions:** Temporary assignment through 09/05/14; filling newly created position ratified at the May Salary Board meeting; of **Elliott Gibson**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27 / hr.), **effective 06/09/14; Special Conditions:** Temporary assignment through 09/05/14; filling newly created position ratified at the May Salary Board meeting; In Department #605 (County Park) of **Mallory Mohnkern**, Department Clerk Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27 / hr.), **effective 05/19/14; Special Conditions:** Temporary assignment through 08/17/14; filling newly created position ratified at the April Salary Board meeting;

**REHIRE** – In Department #605 (County Park) of **Mary Maleski**, Maintenance Worker Intern, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.27/hr.), **effective 05/21/14; Special Conditions:** Temporary assignment through 08/17/14; filling newly created position ratified at the April Salary Board meeting;

**JOB TITLE CHANGE** – In Department #590 (Housing) of **Denise Fowkes**, **from** Caseworker II, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 6 (\$16.9396 / hr.), **to** Housing Case Manager, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 6 (\$16.9396 / hr.), **effective 06/16/14; 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:**

**PROMOTION** – In Department #250 (Register & Recorder) of **Lisa Allison**, **from** Department Clerk II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 2 (\$10.5859/hr.), **to** Second Deputy Register and Recorder, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 3 (\$11.25/hr.), **effective 05/26/14; Special Conditions:** Filling existing vacancy.

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**PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:**

NONE

**CORRECTION TO 05/13/14 HR ROW OFFICE AGENDA**

**PROMOTION / TRANSFER** - In Department #250 (Register & Recorder) of Donna Manross, from 2<sup>nd</sup> Deputy Register and Recorder, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 3 (\$11.6413 / hr.) to Department #125 (Public Defender), Administrative Assistant II, Full-Time, 80 hours / pay, Non-Union Hourly Pay Grade 5 (\$12.40 / hr.), effective 05/27/14; **Special Conditions: Filling existing vacancy.**

**Note: Special conditions should reflect that this vacancy was a newly created position ratified at the April Salary Board meeting.**

Ratification of Amendment to Policy #06-02 of the Employee Handbook – This amendment allows non-union, hourly employees to take earned and accrued vacation time as it is earned and accrued within the first year of employment dependent upon supervisor discretion.

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

**PLANNING COMMISSION:**

There was no business to be conducted.

**TWO MILE RUN COUNTY PARK:**

Mr. Mihalic presented the Park Activities Report:

The Park campground officially opened Memorial Day weekend.

The boat race, held on Memorial Day weekend, had more boat racers than there has been in three (3) years.

A new management team is running the beach and activities this year.

The Park received a \$1,200.00 donation from the Franklin Eagle’s Club that was used to purchase four (4) kayaks.

The annual Horseback Trail Challenge Ride will be held the weekend of June 14<sup>th</sup>. It is limited to 100 people and there is already a waiting list.

The timber project is almost finished.

**COUNTY ADMINISTRATION:**

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

Approval of Investigative Services Agreement with Ross-Graham Investigations, LLC - This agreement allows the Ross-Graham Investigations, LLC agency to conduct inquiries for the purpose of assisting the Public Defenders in their representation of criminal defendants. The cost of this agreement is \$50 per hour, per investigator plus expenses.

Commissioner Brooks made a motion to approve the above agreement, seconded by Commissioner

Summers, aye all.

The following item was presented for approval by Commissioner Brooks:

Approval of Placing Land Bank Ordinance on Display – Under this ordinance, the land bank could acquire property for the purposes of deterring the spread of blight; promoting redevelopment and reuse of the properties; supporting targeted efforts to stabilize neighborhoods; and stimulating residential, commercial and industrial development. According to Commissioner Summers, members of the public may comment on the ordinance by visiting the Commissioners’ Office, where the ordinance will be on display for 30 days, via email or by coming to the office to see the Commissioners.

Commissioner Brooks made a motion to approve placing the above ordinance on display, seconded by Commissioner Summers, aye all.

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

Awarding of E-Magazine Editor – The County received a North West Pennsylvania Community Greenways grant to establish and support, for a specific time period, a new, all electronic greenways E-magazine. This E-magazine will serve an eight (8) county area. A request for proposal (RFP) was completed. Two (2) proposals were received prior to the deadline, May 23, 2014 and one (1) of those proposal was withdrawn. The editorial services were awarded to Steven and Beth West of West PA Magazine and will start June 10, 2014 and end April 30, 2015. The cost of this service is \$9,000.00.

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

The following item was presented for approval by Commissioner Brooks:

Rejection of Debence Drive Road Improvement Bids – All bids came in higher than expected and higher than anticipated by the engineer. Therefore, the engineer has been re-tasked with finding alternatives to stay within budget. This will be going out for re-bid.

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

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

Approval of Appointment of David Rea to Venango / Crawford Community Action Advisory Committee – This is a four (4) year appointment and will be Mr. Rea’s first term on the Venango / Crawford Community Action Advisory Committee.

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

The following items were presented for approval by Commissioner Summers:

Approval of Appointment of Gary Shaw to the Workforce Investment Board – This is a one (1) year appointment beginning July 1, 2014 and will be Mr. Shaw’s first term on the Workforce Investment Board.

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

Approval of Appointment of Colleen Stuart to the Workforce Investment Board – As a Title I provider, Ms. Stuart is filling a position that is mandated by the State.

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

Approval of Eagle Scout Proclamation:  
Clinton Jeffrey Ames

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

**OTHER BUSINESS**

There was no other business conducted.

**PUBLIC COMMENT**

There was no public comment offered.

**ADJOURNMENT**

The meeting adjourned at 6:31pm upon a motion by Commissioner Brooks and a second by Commissioner Summers, aye all.

Respectfully submitted,

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Abby R. Flockerzi, Admin. Assist.