Reviewed by: _____

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COMMISSIONER BOARD MINUTES
May 23, 2007

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

Commissioner Sue Smith
Commissioner Gary Hutchison
Commissioner Larry Horn
Denise Jones, Chief Clerk
O. C. Bell, Airport
Randy Seitz, ORA
Troy Woods
Don Baker, Bakers Trans.
Gene Price, Sheriff
Mark Hein, WKQW
Linda Lusher
Frank Toothman
Ray Hagstrom
Ben Breniman, Planning
Diona Brick, Fiscal
Sandy Sutch, HR
Judy Downs, Planning
Dave Schwille, CYS
Judy Etzel, Venango Newspaper
John Phillips, ORA
Ellen Rettinger, Admin. Assistant
Carol Andres, Tax payer
George Thompson, Solicitor
Robert Hoffman, Taxpayer
Steve Eakin
Don Plumer
Mr. and Mrs. Stan Grzasko

Commissioner Horn gave the invocation, and then Commissioner Smith led the group in the Pledge of Allegiance.

COMMISSIONER BOARD:

Commissioner Smith called the meeting to order at 2:00 p.m. A motion was made by Commissioner Horn to approve the minutes from the May 9, 2007 meeting, seconded by Commissioner Hutchison, aye all.

No public comment. No business to come before the Board from the Row Offices, Court Administration or the Prison.

COMMUNITY SERVICES:

Chief Clerk, Denise Jones presented an add-on contract with Mobilcom for 911. This is to replace the existing radio used to communicate with Oil City and Sugarcreek Police Departments. The cost is $19,588.70. Commissioner Hutchison made a motion to approve the add-on contract, seconded by Commissioner Horn, aye all.

Next presented by Chief Clerk Denise Jones for 911 was a Hazardous Material Response Grant Application to PEMA. The grant is designed to enhance ongoing county efforts to develop and maintain Hazardous Material Safety Programs. All counties are eligible to apply for one grant in any state fiscal year and the grant amount will be assigned by PEMA. Commissioner Hutchison made a motion to approve submitting the application, seconded by Commissioner Horn, aye all.

O. C. Bell, Airport Manager presented a hangar agreement between Venango County and Arthur Drew. The monthly rental payment is $259.70 and is due the first day of every month. Commissioner Hutchison made a motion to approve the agreement, seconded by Commissioner Horn, aye all.

Last presented by Denise Jones was the Embarq Custom Service Agreement between 911 Venango County and Embarq Solutions, Inc. This is the first amendment to purchase a console system controller, installation of CAD interface, and a variety of services. Commissioner Hutchison made a motion to approve the above agreement, seconded by Commissioner Horn, aye all.

HUMAN SERVICES:

Dave Schwille presented the following contracts for approval.

MH/MR

New Contract with Steven Crimando and Associates to provide a one day training for the Venango County Crisis Response Team at a cost of $3,275.

New contract with Family Services of Northwestern PA in the amount of $6,400 as start up costs for a family based mental health program to meet the choice requirement under HealthChoices.

Commissioner Hutchison made a motion to approve the above two contracts pending solicitor approval, Commissioner Horn seconded, aye all.

Addendum to the contract with Community Services of Venango County in the payment provisions section to indicate lump sum payment upon invoice rather than "cost reimbursement".

Addendum to the contract with Venango Training and Development to add up to $2,350 in program supplies for the MR Life Skill Program.

Revised 2007-2008 Administrative Entity Operating Agreement with the Office of Child Development and Early Learning to administer waiver funded services for Early Intervention.

Renewal of a contract with Community Services of Venango County to provide Consumer and Family Satisfaction Surveys in the amount of $35,000.

Addendum to the Contract with Diversified Family Services to provide residential support for two MR consumers. One consumer housed at a rate of $3,948.14 per half month and the other housed in a life sharing home for $1,322.26 per half month.

Cost of Living Adjustment budget for the federally funded Early Head Start Program. Amount to be received is $11,449.00.

Commissioner Horn made a motion to approve the above contracts for MH/MR, seconded by Commissioner Hutchison, aye all.

Children and Youth

Renewal of a contract with gateway Rehabilitation Center to provide residential and treatment services for Child Welfare and Juvenile Probation at the rate of $257.95 per day.

Renewal of a contract with Concern to provide residential services for Child Welfare and Juvenile Probation at various rates.

Renewal of a contract with Allen Ryan, PHD to provide psychological services at the rate of $100 per hour.

Renewal of a Contract with Brenda Manno to provide services for sexually offending youth at various rates depending upon the service.

Renewal of a contract with Darla Dodds to provide counseling services to youth in the Child Welfare or Juvenile Probation system at a cost of $72 per six week session.

Renewal of a contract with Penncrest School District in the amount of $17,200 to provide services for pregnant and parenting teens at Venango County Technical School.

Renewal of a contract with Cornell Abraxas to provide residential services for Child Welfare and Juvenile Probation at various per diems.
Renewal of a contract with Penz Run Youth Services to provide residential services for Child Welfare and Juvenile Probation at various rates.

Renewal of a contract with Youth Services Agency to provide residential services for Child Welfare and Juvenile Probation various rates.

Commissioner Horn made a motion to approve the above items for CYS, seconded by Commissioner Hutchison, aye all.

OEO-Transportation

Approval of the Share Ride and Persons with Disabilities application in the amounts of $215,000 and $40,172 respectively. The proposal is to extend operating hours from 7 AM until 5:30 PM M-F. The PWD program will not start until October 1, of 2007.

Approval of the Fixed Route Bus Application.

Commissioner Horn made a motion to approve the above items for OEO, seconded by Commissioner Hutchison, aye all.

AGING

Amended Aging Black Grant Budget and Aging Waiver Budget for July 1, 2006 through June 30, 2007.

Commissioner Hutchison made a motion to approve the above item for Aging, seconded by Commissioner Horn, aye all.

FINANCE ADMINISTRATION:

The following warrants and expenditures were submitted by Diona Brick for approval.

The following warrants are submitted for your approval:

Warrant	051807	$	196,383.32	Non-Human Services Expenditures
Warrant	HS0 51807		512,138.59	Human Services Expenditures
Warrant	SPO52107		5,977.00	Non-Human Services Expenditures
Warrant	052507		125,153.59	Non-Human Services Expenditures
Warrant	HSO52507		168,892.52	Human Services Expenditures

Total Estimated Cost $ 1,008,545.02

Commissioner Hutchison made a motion to approve the warrants, seconded by Commissioner Horn, aye all.

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Sandy Sutch.

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Stella Watson**, Corrections Officer, AFSCME position, Part-Time, 64 hours/pay, AFSCME Pay Grade 11 Step X ($9.15/hr.), **effective 05/17/07**; **Special Conditions:** Filling existing vacancy; successfully completed C.O. testing on 11/17/06; to be ratified at the 06/05/07 Prison Board meeting. In Department #510 (AAA) of **Melissa Cylenica**, Aging Care Manager II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 Step 1 ($13.09/hr.), **effective 05/30/07**; **Special Conditions:** Filling existing vacancy.

TEMPORARY NEW HIRE – In Department #190 (Planning) of **Willis Thomas**, Planning Intern, Temporary Full-Time, 70 hours/pay, Non-Union Hourly Pay Grade 1 Step 1 ($7.76/hr.), **effective 05/21/07; Special Conditions:** Filling newly created position ratified at 02/28/07 Salary Board; temporary assignment through September 2007.

END OF PROBATION – In Department #509 (Human Services Fiscal) of **Teresa Smathers**, Fiscal Technician, SEIU position, Full-Time, 75 hours/pay, **effective 05/07/07; Special Conditions:** No change in pay grade or step.

OUT OF CLASS COMPENSATION – In Department #520 (Children & Youth Services) of **Amber Reese,** Caseworker II, Full-Time, 80 hours/pay, **from** Non-Union Hourly Pay Grade 6 Step 2 ($13.22/hr.) **to** Non-Union Hourly Pay Grade 6 Step 10 ($14.32/hr.), **effective 05/20/07; Special Conditions:** Temporary assignment with increased responsibilities not to exceed 05/31/08.

INCREASE IN HOURS/CHANGE IN EMPLOYMENT STATUS – In Department #245 (Jury Commissioners) of **Felicia Dolecki**, Department Clerk I, Non-Union Hourly Pay Grade 11 Step 9 ($8.42/hr.), **from** On-Call Part-Time, 7 hours/pay **to** Regular Part-Time, 20 hours/pay, **effective 05/14/07**; **Special Conditions:** Updating payroll records to accurately reflect regularly worked part-time schedule.

SEPARATION OF EMPLOYMENT – In Department #205 (Courts) of **Kathy Urey**, Criminal Court Administrator, **effective 05/30/07**.

Commissioner Horn made a motion to approve the above items, seconded by Commissioner Hutchison, aye all.

PLANNING COMMISSION:

Ben Breniman, Planning intern presented the second request for down payment and closing cost assistant in the amount of $5,180.00 for Stephanie Mihleder. The project taps money in a $75,000 Affordable Housing Fund that uses fees charged for recording deeds and mortgages in the county. The program helps upfront costs for a new home if they are first time buyers. Commissioner Horn made a motion to approve the request, seconded by Commissioner Hutchison, aye all.

OTHER BUSINESS:

Chief Clerk, Denise Jones stated that the Emergency Action Plan for Two Mile Run Dam will be available to interested parties in the Commissioners Office.

Commissioner Smith read a prepared statement in regards to the recent developments at Two Mile Run Park. No decision will be rushed into and the best efforts will be made to protect county tax dollars and the county taxpayers. Information will be gathered regarding the authority's financial situation and contract obligations relating to the Park.

Commissioner Gary Hutchsion reported that he along with Commissioner Larry Horn, Dave Schwille and Cindy McBride traveled to Harrisburg to meet with State Senator Mary Jo White and State Representative Scott Hutchinson to seek more money for Children and Youth Services.

O. C. Bell reported that there could be a change in air service at the Venango Regional Airport. The current provider filed a 90-day notice with the U. S. Department of Transportation. The DOT will disallow that notice until bids are received and a new carrier is found.

PUBLIC COMMENT:

Randy Seitz, President of the Oil Region Alliance of Business, Industry and Tourism gave an update about events and projects being undertaken by the agency. The Alliance is negotiating with a new company looking at building in Barkeyville. Also three local companies are looking to expand in Rouseville. Last the Alliance purchased the Ida Tarbell house in Titusville for $39,000.

Commissioner Horn made a motion to adjourn at 2:25 p.m., seconded by Commissioner Hutchison, aye all.

Respectfully submitted,

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Ellen Rettinger