

Clarion County Board of Commissioners
Meeting Minutes
January 15, 2014

Those present: Angi Keller Carol Clinger Steve Allison Donna Reinsel Treasurer Snyder
Evanne Gareis (LV) Scott Seeley (Clarion News) Trisha Douglas

Roll Call: Commissioner Brosius-present Commissioner Campbell-present Commissioner Faller-present

Approval of the Agenda

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the agenda as presented, the motion passed.

Minutes were approved as follows:

December 20, 2013. On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the minutes dated December 20, 2013, as presented, the motion passed.

Reorganization, January 20, 2014. On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the minutes dated January 2, 2014 as presented, the motion passed.

Correspondence:

❖ Press Releases,

- From the Office of Emergency Services (OES) dated January 15, 2014:
“A copy of the Hazard Mitigation Plan end-of-year report for 2013 is available for public review at the Commissioners’ Office located in the Administration Building at 330 Main Street, Clarion, and at all municipal office buildings with in Clarion County.....There are three sections to this report: Section 1 is the Mitigation Action Plan report; Section 2 is the Project Status report; and Section 3 is a list of the jurisdictions which participated in the annual report.”
- Announcement from the Department of Planning and Development and OES:
“National Flood Insurance Program – Elevation Certificate- Federal Emergency Management Agency (FEMA) presentation. In an effort to assist the residents and businesses located in Clarion County, the County Commissioners, OES, and the Department of Planning are establishing a list of engineers, surveyors and architects who are interested in preparing the Elevation Certificates required to purchase flood insurance. On February 13, 2014, at the Fraternal Order of Eagles on Stone House Road, Clarion, FEMA will have a representative to explain the requirements to local official and other interested persons.

❖ A letter dated December 23, 2013, was received from the state Department of Public Welfare, Bureau of Managed Care Operations announcing a revised tentative Medical Assistance Transportation Program (MATP) grant allocation of \$693,923 based on the county 2012-2013 fourth quarter report.

❖ Municipal Notices dated December 23, 2013, were received from Peoples Gas Company (PNG) of its intent to submit a General Operating (Individual General Air) Permit application to the Department of Environmental Protection (DEP) for the Limestone Township Station and the Redbank Township Station. The facilities were transferred to PNG from EQT Corporation on December 17, 2013.

❖ A municipal notice dated January 3, 2014 was received from the state Department of Transportation (PennDOT) stating that PennDOT intends to file for a waterway obstruction permit with the state Department of Environmental Protection (DEP). The proposed project will be to replace the deteriorated cross-pipe that carries State Route (SR) 3020 over an unnamed tributary to Richey Run in Richland Township with a new structure meeting current design criteria.

❖ Report dated December 27, 2013, and tax payments totaling \$3,979.50 were received from G.H. Harris Associates, Inc., delinquent per capita tax collectors for the county. As of December 27, 2013, for the year:

- 2012: 2456 names totaling \$12,894 were turned over for collection
1820 names totaling \$9,555 have been paid (74.1 per cent)
- 2011: 2333 names totaling \$12,248.25 were turned over for collection
1883 names totaling \$9,888.75 have been paid (80.7 per cent)
- 2010: 2339 names totaling \$12,279.75 were turned over for collection
1873 names totaling \$9,833.25 have been paid (80.1 per cent)

- 2009: 2470 names totaling \$12,967.50 were turned over for collection
2001 names totaling \$10,505.25 have been paid (81 per cent)
- 2008: 2370 names totaling \$12,442.50 were turned over for collection
1887 names totaling \$9,906.75 have been paid (79.6 per cent)
- 2007: 2235 names totaling \$11,733.75 were turned over for collection
1823 names totaling \$9,570.75 have been paid (81.6 percent)

❖ Clarion County Treasurer's report dated December 1 through December 31, 2013.
Balance as of December 31, 2013: \$3,855,418.88.

Announcements:

- ❖ Martin Luther King Day, Monday, January 20th, all county offices will be closed
- ❖ Work Session, Tuesday, January 21st, 9 a.m. in the commissioners' conference room.
- ❖ Commissioners/Salary/Retirement Board meetings, January 28th, 9 a.m. in the conference room.

Public Concerns and Comments:

There were no public concerns or comments at this meeting.

Business:

1. Awarding of the Heating Ventilation and Air Conditioning Unit (HVAC) repair/replacement project at the Human Service Complex.

On a motion made by Commissioner Campbell and second by Commissioner Faller to award the proposed HVAC replacement to Johnsons Controls, Inc. of Youngstown OH at a base cost of \$43,597 with additional options available as needed. Cost with available options is not to exceed \$62,000.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

2. Approval of Request for Proposals (RFP) on behalf of the MH/DD Administration for the purpose of establishing a Drop In Center.

On a motion made by Commissioner Faller and second by Commissioner Campbell to table the RFPs for the Drop in Center to allow time for further review, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

3. Approval of a Guaranty Agreement on behalf of the Airport Authority with Northwest Savings Bank.
 - o This agreement was authorized by Ordinance No. 2 for 2013, adopted at the November 27, 2013, public meeting giving the county authority to incur lease rental debt by the issuance of a guaranty in the amount of \$140,000 with Northwest Savings Bank on behalf of the Clarion County Airport Authority to finance the overlay of the surface on the airport runway and provide certain other refinancing.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the guaranty agreement for the Clarion County Airport Authority as presented, the motion passed.

Discussion: Commissioner Faller stated that this is the final step to be put in place for approval of the Department of Community & Economic Development (DCED).

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

4. Approval of Resolution No. 2 for 2014, appointing G.H. Harris Associates, Inc. of Dallas, PA, as delinquent tax collectors of county per capita taxes for the tax year 2013.

Effective: January 1, 2014 to December 31, 2014

Cost: None to the county (Harris adds fee to collection notice)

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the Resolution No. 2 as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

5. Approval of a contract renewal on behalf of Planning & Development with John Marshall of Marshall Law Office, located in Shippenville, for legal services.

Effective: January 1, 2014 through December 31, 2014 Cost: \$110/hour

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the contract renewal with John Marshall as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

6. Approval of two vehicle leases with Clarion Ford Dealership through the Ford Municipal Lease Program on behalf of Children & Youth Services (CYS) for 2014 Ford 4x4 SE Escape.

Terms: 4 annual payments Cost: \$13,538.92/annual\$533/one-time fees

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the leases for the two Ford Escapes as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

7. Approval of appointments to the Clarion County Airport Authority Board of Directors for a three year term. These terms will expire on 12/31/2016.

- a) David G. Cyphert, Sligo, PA
- b) James L. Papke, Sligo, PA
- c) Norman J. Wagner, Marienville, PA

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the 2014 appointments to the Airport Authority as presented, the motion passed.

8. Approval of an exoneration of per capita tax for three tax payers in Madison Township.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the exoneration of the three taxpayers in Madison Township as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

9. Approval of a request submitted by C-93 Radio of Clarion for the use of the Veterans Memorial Park on June 28, 2014, for the Annual C93 Radio Community Block Party.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the use of the County Veterans Memorial Park on June 28, 2014, by C-93 Radio as presented, the motion passed.

Roll call vote: Commissioner Brosius-abstained Commissioner Campbell-yes Commissioner Faller-yes

10. Approval of the General Fund bills dated: December 19, 2013, through, January 9, 2014, totaling \$584,923.49.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the paying of the general fund bills as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

11. Approval of budget transfers dated: December 19, 2013, through January 9, 2014, totaling \$29,026.

DEPARTMENT	FROM	TO	TOTAL
DISTRICT COURT 18-3-01	DISTRICT COURT 18-3-02 POSTAGE	WATER	\$47.06
TREASURER	TRAVEL	PART TIME WAGES	\$175.00
DOMESTIC RELATIONS	CONSTABLES	COURT/LEGAL	\$800.00
DOMESTIC RELATIONS	PROFESSIONAL SERVICES	COURT/LEGAL	\$400.00
DOMESTIC RELATIONS	DUES	COURT/LEGAL	\$100.00
DOMESTIC RELATIONS	PATERNITY TESTS	COURT/LEGAL	\$200.00
DISTRICT COURT 18-3-01	POSTAGE	CONSTABLES	\$600.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	TRAINING	\$350.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	MAINTENANCE COMPUTERS	\$6,500.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	TELEPHONE	\$4,500.00
COURTS	COURT COSTS	MATERIALS & SUPPLIES	\$650.00
DISTRICT COURT 18-3-03	TRAVEL	TELEPHONE	\$156.91
VETERAN AFFAIRS	DUES	BURIAL EXPENSE	\$375.00
HUMAN SERVICE BLDG	INSURANCE	ELECTRIC	\$1,685.00
JUVENILE PROBATION	ELECTRIC	FUEL	\$130.00
COUNTY PARK	FUEL	ELECTRIC	\$260.00
DISTRICT COURT 18-3-01	MEDICAL	ELECTRIC	\$375.00
EMERGENCY MANAGEMENT	MEDICAL	MATERIALS & SUPPLIES	\$25.00
PUBLIC DEFENDER	ELECTRIC	MAINTENANCE BLDG.	\$50.00
DISTRICT ATTORNEY	WITNESSES	TRAVEL	\$120.65
ELECTIONS	FICA	MAINTENANCE EQUIP	\$45.00
ASSESSMENT	DUES	PROFESSIONAL SER	\$9.00
ASSESSMENT	TRAINING	PROFESSIONAL SER	\$535.00
CORRECTIONS	ELECTRIC	FUEL	\$15.00
COURTS	MAINTENANCE EQUIPMENT	MATERIALS & SUPPLIES	\$100.00
COURTS	PROFESSIONAL SERVICES	LIBRARY	\$200.00
COURTS	PROFESSIONAL SERVICES	POSTAGE	\$200.00
ASSESSMENT	ADVERTISING	MATERIALS & SUPPLIES	\$235.00
ASSESSMENT	TRAVEL	MATERIALS & SUPPLIES	\$82.00

ASSESSMENT	BOARD OF ASSESSMENT	MATERIALS & SUPPLIES	\$266.00
ASSESSMENT	FARMSTEAD/HOMESTEAD	MATERIALS & SUPPLIES	\$234.00
ASSESSMENT	MAINTENANCE VEHICLE	MATERIALS & SUPPLIES	\$207.00
COMMISSIONERS	ADVERTISING	TRAVEL	\$135.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	TELEPHONE	\$2,300.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	MATERIALS & SUPPLIES	\$500.00
DOMESTIC RELATIONS	TRAVEL	POSTAGE	\$146.95
DOMESTIC RELATIONS	CONSTABLES	POSTAGE	\$97.50
DOMESTIC RELATIONS	PROFESSIONAL SERVICES	POSTAGE	\$102.25
DOMESTIC RELATIONS	PATERNITY TESTS	POSTAGE	\$94.00
DOMESTIC RELATIONS	COURT/LEGAL	POSTAGE	\$9.43
JUVENILE PROBATION	DUES	TRAVEL	\$200.00
EMERGENCY MANAGEMENT	TELEPHONE	MAINTENANCE EQUIP	\$20.00
PROTHONOTARY	MATERIALS & SUPPLIES	POSTAGE	\$50.00
COURTS	TRAVEL	POSTAGE	\$200.00
CORRECTIONS	MEDICAL	FOOD	\$5,311.34
CORRECTIONS	MEDICAL	UNIFORMS	\$190.66
DOMESTIC RELATIONS	TELEPHONE	POSTAGE	\$6.15
DOMESTIC RELATIONS	MAINTENANCE EQUIPMENT	POSTAGE	\$3.28
DOMESTIC RELATIONS	COURT LEGAL	POSTAGE	\$31.82
TOTAL			\$29,026.00

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the budget transfers as presented, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-yes

Other Business:

There was no other business presented at this meeting.

Public Questions and Answer Period:

Steve Allison asked if there would be a conflict of interest having John Marshall be solicitor for the Department of Planning and Development and also municipalities. The board of commissioners feel that there would be no conflict of interest in this situation.

Allison also questioned the need for CYS to have 4x4 vehicles. The commissioners agreed that the 4x4 is necessary. Commissioner Campbell stated that many of the CYS calls take them to remote areas and Commissioner Brosius added that these areas are often back roads in poor condition.

Allison asked for further explanation on delinquent taxes that G.H. Harris is unable to collect. Commissioner Campbell answered that Harris's efforts continue yearly. Treasurer Snyder stated that Harris sends regular detailed report listing the attempts to collect, changes of addresses, etc., dating back approximately 10 years.

Adjournment:

On a motion made by Commissioner Campbell and second by Commissioner Brosius to adjourn the meeting at 9:23 a.m.