

Clarion County Board of Commissioners

Meeting Minutes

February 25, 2014

Those present: Angi Keller Carol Clinger Lance Theiss Donna Reinsel Treasurer Snyder
Evanne Gareis (LV) Scott Seeley (Clarion News) Eileen Theiss

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

Approval of the Agenda

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

Approval of the Minutes: dated February 11, 2014.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the minutes dated February 11, 2014, as presented, the motion passed.

Correspondence:

- A letter dated January 14, 2014, was received from the Pennsylvania Emergency Management Agency (PEMA) announcing the award of funding through the SFY 2013-14 Act 165 Hazardous Material Response Fund in the amount of \$7,582. Under the terms of the grant program, the county must submit a performance report to PEMA by July 18, 2014, covering the grant period from July 1, 2013, through June 30, 2014, and should address the progress achieved in budget execution and proposed program goals.
- A letter dated February 5, 2014, was received from Hillcrest Group Environmental Consultants of Wexford, PA, stating notification that Clarion Boards, Inc. located in paint Township intends to submit an Air Quality Plan approval application the state Department of Environmental Protection (DEP). Because new and improved resins being used at the facility have reduced **Volatile Organic Compounds (VOC)** emissions significantly, Clarion is proposing to remove the press enclosure and the 2nd and 3rd Stage Dryer exhausts from going to the Regenerative Thermal Oxidizer (RTO). Removing the press enclosure will help improve safety at the facility and removal of the 2nd and 3rd stage dryer exhausts will help prevent the conditions that caused the recent fire at the facility and will allow the company to better utilize the RTO.
- A municipal notice was received from Exotic Oil & Gas, LLC of Indiana, PA, announcing its intent to submit an application to the Department of Environmental Protection (DEP) for a general permit WMGR-123 for processing and beneficial use of oil and gas production liquid waste. Approval of this permit by the DEP will allow the construction of a brine storage facility at the intersection of Santoni Lane and Soap Fat Roads in Elk Township.

Announcements:

- Work Session: Tuesday, March 4th, 9 a.m. in the Admin Building conference room
- Commissioners/Salary Board Meeting: Tuesday, March 11, at 9 a.m. in the conference room
- Public Presentation Notice: A public presentation regarding the plans for the courthouse renovation and annex project will be held at 6 p.m. on March 13, 2014, at the Clarion Main Street Center.

Public Concerns and Comments:

There were no public concerns or comments presented at this meeting.

Business:

1. Approval of a new aluminum entrance door on the rear of the Human Service Building to be installed by Delta Contractors & Design of Clarion. Cost: \$4,495.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the installation of the HS Building rear entrance door as presented, the motion passed.

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

2. Approval of a contract with EADS Group of Clarion for surveying services associated with the Courthouse renovation project. Cost: \$6,000

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the EADS Group contract as presented, the motion passed.

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

3. Approval of a Collective Bargaining Agreement with the United Mineworkers of America, District No.2, Local Union No.0016, AFL-CIO representing union members at the Clarion County Corrections Facility.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the union contract effective retroactive from January 1, 2013 to December 31, 2015, as presented, the motion passed.

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

Discussion: Commissioner Brosius presented some highlights of this contract. This contract has been in arbitration since July, 2013. Full-time employees will receive 15 cents longevity pay per year. Wage increase implemented retroactive for

year one, 2013: \$0.60; for year two, 2014: \$0.45; for year three, 2015: \$0.45. Part-time officer wages: 2013-\$12.25; 2014-\$12.50; 2015-\$12.75. Part-time employees will be used more to save over-time wages.

4. Approval of a contract renewal on behalf of County Coroner Terry Shaffer with the County of Erie on behalf of Erie County Coroner Lyell P. Cook for the forensic pathologist services of Dr. Eric Lee Vey, MD.

Effective: January 1 through December 31, 2014 Cost: \$10,000/retainer \$850/each autopsy

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the contract renewal with Erie County as presented, the motion passed.

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

5. Approval of a contract renewal on behalf of the Office of Emergency Services (OES)/9-1-1 Communications with MCM Consulting Group, Inc. of McMurray, PA, for services for 9-1-1 Wireline/Wireless planning for the county.

Effective: July 1, 2014 to June 30, 2017 Cost: \$14,000/year to be funded from wireless fees.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to table this contract pending further review, the motion passed.

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

6. Approval of the Hazardous Material Emergency Preparedness (HMEP) Grant Agreement on behalf of the OES with the Pennsylvania Emergency Management Agency (PEMA). This agreement must be in place to accept the 2014 HazMat HMEP grant allocation.

Grant allocation of \$1,760 represents funding for planning and training projects under the HMEP programs.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the HMEP Grant Agreement as presented, the motion passed.

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

7. Approval of a grant agreement with the Pennsylvania Emergency Management Agency (PEMA) through the NW Central Emergency Response Group (NWCERG task force) for reimbursement of the cost to install security systems at the county emergency tower sites. Installation by the task force will include cameras as well as smoke and wiring sensors to alert the 9-1-1 Center of any issues at any of the county tower sites.

Cost to the county: \$5,400 PEMA reimbursement: \$5,400

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the grant agreement with PEMA as presented, the motion passed.

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

Discussion: Commissioner Campbell noted that the task force has requested better security at the towers.

8. Approval to seek Request for Proposals (RFP) by the Tax Claim Bureau for services relating to title searches of those properties not sold at the 2011 and 2012 county tax sales.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve Tax Claim Bureau seeking RFPs as presented, the motion passed.

Note: RFPs due back to Chief Clerk by April 4, 2014, and will be opened at the commissioners meeting on April 9, 2014.

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

9. Approval of new contracts on behalf of Children & Youth Services effective February 25, 2014 to June 30, 2014:

- a) Jennifer Carvajal of Franklin, psychiatric nurse for consultations at a cost of \$45/hour on an as needed basis. County match: 20 percent.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the contract with Carvajal as presented, the motion passed.

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

Discussion: Commissioner Brosius noted that Carvajal would be on staff for approximately 4 hours/month.

- b) Martin Richards of Seneca for trauma assessment at a cost of \$60/hour on an as needed basis, County match: 10-20 percent.

On a motion made by Commissioner Brosius and second by Commissioner Campbell to approve the contract with Richards as presented, the motion passed.

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

10. Approval of a request submitted by the Clarion Area Chamber of Business and Industry to use various county properties for events that are part of the 2014 Autumn Leaf Festival:

- a) Permission to place picnic tables in the western lawn of Memorial Park from Monday, September 15 through Friday, October 3, 2014;

- b) Use of Memorial Park from Friday, September 19 through Sunday, September 28, 2014, for food concessions and amusement company (same as previous years);
- c) Use of employee parking lot next to the Courthouse from 5:00 p.m. Friday, September 19 through Sunday, September 28, 2014, for the amusement company (same as previous years);
- d) Use of a basement electric power source from the Courthouse to an electric panel box in the Chamber sign area (same as previous years);
- e) Use of the eastern side of the Courthouse lawn used for sponsor tents or tables and picnic tables. We will have no food concessions in the middle of Memorial Park;
- f) Use of the sidewalk area in front of the Courthouse for food concessions (same as previous years);
- g) Use of the Courthouse outside water hook-ups for food concessions placed on the Courthouse side (north) of Main Street;
- h) Use of the Courthouse entrance sidewalk from the Courthouse main entrance steps to the Main Street sidewalk for Cultural Nights for Monday, September 22 from 6 p.m. until 11 p.m.; Tuesday, September 23 from 6 p.m. until 11 p.m.; Wednesday, September 24 from 5:30 p.m. until 11 p.m.; Thursday, September 25 from 6 p.m. until 11 p.m.;
- i) Use of the Courthouse entrance sidewalk from the Courthouse main entrance steps to the Main Street sidewalk for the "Concert at the Courthouse" for Friday, September 26, from 6 p.m. until 11 p.m.
- j) Use of the Courthouse entrance sidewalk from the Courthouse main entrance steps to the Main Street sidewalk for the post Tournament of Leaves Parade Concert from 3 p.m. until 10 p.m. on Saturday, September 27 (same as 2009 through 2013);
- k) Find a suitable location for the County Courthouse dumpster so as not to interfere with the business of the County and to provide a positive impact on the overall appearance of the Amusement Company. The Clarion Area Chamber will have the garbage service provider, Advanced Disposal Services; collect the waste from the County dumpster as part of their nightly service (same as in previous years-will coordinate with Bob Smith, Director of Clarion County Buildings & Grounds).

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the Chamber request to use county property for the ALF as presented, the motion passed.

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

11. Approval of the General Fund bills dated: February 7 through 21, 2014, totaling \$708,886.80.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to approve the General Fund bills as presented, the motion passed.

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

Other Business:

There was no other business presented at this meeting.

Public Questions and Answer Period:

Scott Seeley asked how many people were employed at the jail. Eileen Theiss, Human Resource Assistant, stated that the county had 34 employed, both full and part-time and the union contract covers the correction officers and cooks.

Adjournment:

On a motion made by Commissioner Brosius and second by Commissioner Campbell to adjourn the meeting at 9:21 a.m., the motion passed.