

CLARION COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES
May 27, 2014

Those in attendance: Donna Reinsel Carol Clinger Treasurer Snyder Trisha Douglas
Nancy Jeannerat Kay Rupert Steve Allison Jamie Lefever
Twila Rifemberrick Evanne Gareis (LV) Scott Seeley (Clarion News)

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 with the addition of the County Treasurer's report under correspondence, the motion passed.

Approval of the Minutes: dated May 13, 2014.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the minutes dated May 13, 2014, as presented with a correction to business item number 5, Champion Energy, the county buildings electric supplier rate is \$.07492/kwh, the motion passed.

Correspondence:

- A letter dated April 25, 2014, was received from the state Department of Public Welfare (DPW) announcing that in 2014 the DPW, Office of Children, Youth and Families (OCYF) will be implementing a statewide Child Welfare Information Solution (CWIS) that will improve how information is gathered and shared between the department and County Children and Youth Agencies (CCYA). Data sharing between CCYAs and OCYF is a key component of CWIS; the department is committed to ensuring the security and confidentiality of all data within its databases and in transit. The multi-year project will be implemented in four phases.
 - Phase I (2013) redesigning the IT application used by the state's Child Abuse Hotline-Childline for reporting and tracking child abuse to improve communication and data accuracy (scheduled completion by end of 2014).
 - Phase II will focus on obtaining information with a goal to streamline licensing, fatality reviews and responses to complaints by eliminating paper file copies. (set up 2014 with completion in late 2016)
 - Phase III will focus on adding private provider information.
 - Phase IV will focus on adding fiscal information to CWIS.

Additional federal and state funding will be allocated to some counties through Information Technology Grants.

- A letter dated March 10, 2014, was received from the state DPW announcing that Children & Youth Services has received an Information Technology Grant (ITG) award, including any CWIS funding, for FY 2014-2015. Tentative budgeted amount of \$74,255 (\$37,424/state; \$11,881/federal; \$24,950/county). As a result of CWIS funding, the county share increases from \$19,345.18 to \$24,950.
- Municipal notices received:
 - UGI, Central Penn Gas Inc. containing information relative to UGI's report to the Bureau of Dams and Waterway Management of its intent to relocate an existing 4' gas line and installation of a new 4' line across the Clarion River in Licking Township. (DEP permit BDWM-GP-5, Utility Line Stream Crossings)
 - Dougherty Surveying & Engineering notifying the county of an application for permits to cover the projected installation of the Donald L. Hinderliter Memorial Launch & HVFD Water Withdrawal, a 16' wide canoe/kayak launch and the installation of a 6" diameter dry hydrant in Hawthorn Borough. (DEP-Chapter 105 GP-02 for small docks & boat launching ramps and GP-4 for intake and outfall structures)
 - EQT Production Company intends to submit a notice of intent to the DEP to use erosion and sediment control for the Redbank project phase II that involves the installation of pipeline to connect the existing wells into a service line in Porter Township. (DEP-GP-2 for oil and gas operations)
- A memorial plaque that was removed from the East Brady Overlook and has been missing since 1994 was returned to the county. The plaque was placed on a stone in memory of a man killed while hang gliding off of the overlook in 1988. The plaque and was recently recovered at a county scrap yard. Commissioner Brosius stated that the plaque will be cleaned up and reattached to the rock.

Announcements:

- Work Session, Tuesday, June 3rd, 9 a.m. in the conference room
- Long Range Transportation Plan public meeting, Wednesday, June 4th, 6:30 p.m. at the Holiday Inn

- Clarion Greenways Trails Association awards ceremony, Thursday, June 5th, 5:30 p.m. in the Veterans Memorial Park Gazebo
- Commissioners/Salary Board meeting, Tuesday, June 10th, 9 a.m. in the conference room
- Relay for Life, Saturday, June 7th at the Clarion County Park

Public Concerns and Comments:

There were no concerns or comments at this meeting.

Business:

1. Opening of proposals for a market analysis and financial feasibility study for a convention/civic/cultural/banquet/special events center (aka: the HUB).

Those submitting a proposal were:

- a) Fourth Economy Consulting of Pittsburgh; phase I: \$26,600, phase II: \$29,150, Total: \$55,750
- b) Hotel & Leisure Advisors of Cleveland, OH; phase I: \$30,000 + expenses (not to exceed \$2,000), phase II: \$25,000 + expenses (not to exceed \$2,000), Total: \$55,000

On a motion made by Commissioner Campbell and second by Commissioner Faller to table awarding the proposals at this time, pending further review, the motion passed.

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

2. Adoption of a revised Clarion County Employee personnel policy/procedures manual.

On a motion made by Commissioner Campbell and second by Commissioner Brosius to adopt the revised county employee manual, the motion passed.

Roll call vote: Commissioner Brosius-yes Commissioner Campbell-yes Commissioner Faller-no

3. Approval of a grant funding cooperation agreement with WRC Senior Service for the purpose of authorizing the project and serving as the pass-through grant applicant to the state Redevelopment Assistance Capital Program (RACP) to fund activities associated with the Villas at Water Run Project in Monroe Township.

Effective: May 27, 2014

Requested collective grant allocation: \$1,000,000

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the cooperation agreement with WRC as presented contingent on receiving a surety bond or other mechanism to hold the county harmless, the motion passed.

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

4. Approval of a new contract on behalf of the Assessment Office with Tyler Technologies for the appraisal of 38 county cell phone towers and 2 TV/cable towers for tax assessment purposes.

Effective May 27, 2014 through December 31, 2014

Cost: \$15,000

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the contract with Tyler Technologies for the appraisal of cell/cable towers in the county as presented, the motion passed.

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

5. Approval of contracts on behalf of Mental Health/Developmental Disabilities Administration:

- a) New contract with Community Center for Resources of Butler for an MH Drop-in-Center

Effective: April 9, 2014-June 30, 2014 Start-up cost: \$29,037.49

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

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

- b) Contract renewal with Community Voices of Oil City for IM4Q activities per state mandate.

Effective: July 1, 2014-June 30, 2015

Cost: \$15,548.40

On a motion made by Commissioner Faller and second by Commissioner Campbell renew the contract with Community Voices as presented, the motion passed.

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

- c) Contract renewal with Craig Psychological of Seneca.

Effective: July 1, 2014-June 30, 2015

Cost: Not to exceed \$350/per visit

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

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

6. Approval to appoint T. Lance Theiss, OES Director, to the Emergency Medical Management Cooperative-EMMCO West, Inc. board of directors for a two year term (June 2014-June 2016).

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve T. Lance Theiss to EMMCO West board of directors as presented, the motion passed.

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

7. Approval to use the Veterans Memorial Park:

- a) Request submitted by the Clarion County Trails Coop for use of the Veterans Memorial Park on Saturday mornings until noon to provide public yoga classes. May through October.

On a motion made by Commissioner Faller and second by Commissioner Campbell to table the Trails Coop using the park because the necessary policy agreement paper work has not been returned.

- b) Request submitted by Kristi Wolbert on behalf of the Clarion Main Street Senior Center to have picnics in the park gazebo on two occasions.
 - 1) Wednesday, June 25, 2014, from 11 a.m. to 1:30 p.m.
 - 2) Tuesday, July 15, 2014, from 11 a.m. to 1:30 p.m.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the request by the Main Street Center as presented, the motion passed.

8. Approval of the General Fund bills dated: May 8 through May 22, 2014, totaling \$706,779.75.

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

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

9. Approval of the budget transfer(s) for the dates of May 8 through May 22, 2014, totaling \$2,547.50.

DEPARTMENT	FROM	TO	TOTAL
DISTRICT ATTORNEY	PROFESSIONAL SERVICES	COMPUTER MAINTENANCE	\$2,450.00
DOMESTIC RELATIONS	MAINTENANCE BUILDINGS	MATERIALS & SUPPLIES	\$97.50
TOTAL			\$2,547.50

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 who would be responsible for paying the assessed tax on the cell towers, land owner or company who leases the ground for the towers. Commissioners Brosius and Faller agreed that the leasing telecommunication company would be responsible.

Scott Seeley asked what changes were made to the county employee manual. Trisha Douglas stated that the manual was last updated 13 years ago in 2001. Changes include lengthening bereavement from 3 to 5 days and changes in the health care provisions. She offered a copy of the manual to anyone interested. Seeley also inquired if there were changes to the drop in center (business item number 5). Nancy Jeannerat stated that the agenda item was simply putting the contract in place.

Allison asked if the creation of the convention center could not be handled by a collaboration of businesses and organizations like the Economic Development or the Chamber of Business and Industry. Commissioner Brosius answered that the proposals were just for a study to use as a marketing tool to solicit companies to build one in the county and those organizations were involved. Economic Director, Jamie LeFever, is in attendance at this meeting for that purpose and Twila Rifemberrick, Director of Planning and Development, stated that Tracy Becker of the Chamber is on the Hotel/Motel tax committee, who will fund this study.

Adjournment:

On a motion made by Commissioner Faller and second by Commissioner Campbell to adjourn the meeting at 9:45 a.m., the motion passed.