

**Clarion County Board of Commissioners**  
**Meeting Minutes**  
**December 23, 2014**

Those present: Carol Clinger Trisha Douglas Treasurer Tess Snyder Steve Allison Chandra Alderette  
Evanne Gareis (press) Scott Seeley (press) Savannah Barr (press)

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 without opposition.

Approval of the Minutes: dated December 9, 2014.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the minutes dated December 9, 2014, as presented, the motion passed without opposition.

Correspondence:

- A letter dated December 4<sup>th</sup> was received from Farmington Township notifying the county that the township board of supervisors' approved the county's request to replace the radio antenna on the township water tower with a dish.
- A letter dated December 12<sup>th</sup> was received from the state Department of Transportation (PennDOT) sending notification that based on a recent superstructure replacement project on the Huber Bridge on T-472 in Porter Township, the 10 ton limit has been lifted.

Announcements:

- County Holiday: Wednesday & Thursday, December 24<sup>th</sup> & 25<sup>th</sup>, all county offices are closed
- County Holiday: Thursday, January 1<sup>st</sup>, all county offices are closed
- Reorganization Meeting: Monday, January 5<sup>th</sup>, 9 a.m. in the conference room
- Work Sessions: Tuesday, December 30<sup>th</sup> and January 6<sup>th</sup>, 9 a.m. in the conference
- Prison Board: Thursday, January 8<sup>th</sup>, 9 a.m. in the conference room
- NW County Commissioners Meeting, Tuesday, January 13<sup>th</sup>, Clarion County to host at the Clarion Career Center
- Commissioners/Salary Board Meeting: Wednesday, January 14<sup>th</sup>, 9 a.m. in the conference room

Public Concerns and Comments:

There were no public concerns or comments at this meeting.

Business:

1. Adoption of Resolution No. 17 of 2014 fixing the county taxes for FY 2015,
  - a) Real Estate: 20.5 mills
  - b) Debt Service: 1.5 mills
  - c) Per capita tax: \$5.00/per individual residing within the county
  - d) Tax discount: 2 percent; penalty: 10 percent
  - e) Hotel Room Excise tax (adopted 5/25/2004): 3 percent

\*\*\*\*Enter copy of Resolution for Docket Book\*\*\*\*

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve Resolution No. 17 as presented, the motion passed.

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

2. Approval of a union contract with the United Mine Workers of America, Region 1, AFL-CIO/CLC representing county court appointed employees, AP/JP.  
Effective: 1/1/2015 to 12/31/2017

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

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

3. Approval of lease agreements for office space/rent revenue in the Human Services Complex
  - a) Children & Youth Services; 15,008 sq. ft.; \$8,204.37/month
  - b) Mental Health, Development; 3,965 sq. ft.; \$2,167.53/month
  - c) Center for Community Resources (CCR); 3,724 sq. ft.; \$2,035.79/month
  - d) Community Guidance Center (CGR); 2,277sq. ft.; \$1244.76/month
  - e) Roads to Recovery; 1,631 sq. ft.; \$891.61/month
  - f) Human Services Department; 883 sq. ft.; \$482.71/month
  - g) Service Access & Management, Inc.; 1,190 sq. ft.; \$650.75/month

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the leases for the Human Service Complex as presented, the motion passed.

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

4. Approval to apply for a Memorandum of Agreement on behalf of the Office of Emergency Services(OES)/9-1-1 with the Federal Emergency Management Agency for the county OES emergency notification software system to qualify for access to the Integrated Public Alert Warning System (IPAWS).

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

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

5. Approval of a contract renewal with Kevin L. Reichard, New Bethlehem on behalf of Clarion County Department of Planning and Development for professional engineering services.  
Effective: 1/1/2015 to 12/31/2015      Cost: \$40/hour

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

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

6. Approval of a contract renewal with Marshall Law Office, Shippenville on behalf of the Department of Planning and Development/Clarion County Planning Commission for professional legal services.  
Effective: 1/1/2015 to 12/31/2015      Cost: \$110/hour

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

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

7. Approval of a new contract with Martin E Knezovich, Indiana, PA on behalf of Children and Youth Services for clinical polygraphs services.  
Effective: 10/1/2014 to 6/30/2015      Cost: \$275/per administration

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

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

8. Approval of a letter of agreement with the state Department of Agriculture Bureau of Food Distribution for an Interim Addendum to the Program Management Agreement for The Emergency Food Assistance Program (TEFAP).  
Effective through 8/30/2016

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the agreement with the Department of Agriculture as presented, the motion passed.

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

9. Approval of Resolution No. 18 of 2014 authorizing and acknowledging the Harrisburg Regional Chamber & Capitol Regional Economic Development Corp (CREDC) sub-grantee and cooperation agreement between WRC Pennsylvania Memorial Home, Delta Development Group, and Clarion County (the local taxing entity) for the Villas at Water Run Project in Monroe Township.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve Resolution No. 18 as presented, the motion passed.

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

10. Approval of a contract renewal with NuLeaf Landscaping services at the Courthouse.  
Effective for the 2015 season      Cost: \$800/max (early pay discount)

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

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

11. Approval of the 2015 county employee holiday/payday schedule

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the 2015 holiday/payday schedule as presented, the motion passed.

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

12. Appointment of three 'At-Large' members to the Clarion County Library System's Board of Directors

- a) Lynne Tharan, New Bethlehem
- b) Paulette Colantonio, Cranberry
- c) Doris Hoffman, New Bethlehem

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the appointments to the Library System Board of Directors as presented, the motion passed.

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

13. Approval of a proclamation of citizen recognition for Charles Williams upon his retirement from the Clarion County Planning Commission.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the proclamation for Charles Williams and add one for Rayburn Smith, who also resigned from the commission at the December meeting, the motion passed without opposition.

\*\*\*Enter a copy of Proclamations for Docket Books\*\*\*

14. Approval of the General Fund bills dated: December 9<sup>th</sup> through 18<sup>th</sup>, 2014, totaling \$501,789.51.

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

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

15. Approval of budget transfers dated: December 9<sup>th</sup> to 18<sup>th</sup>, 2014, totaling \$27,471.47.

DEPARTMENT	FROM	TO	TOTAL
CORRECTIONS	TELEPHONE	MAINTENANCE EQUIPMENT	\$1,300.00
HUMAN RESOURCES	RETIREMENT	POSTAGE	\$50.00
PROTHONOTARY	ADVERTISING	MATERIALS & SUPPLIES	\$12.36
SHERIFF	TRAINING	MATERIALS & SUPPLIES	\$500.00
DISTRICT COURT 18-03-04	TRAVEL	MAINTENANCE EQUIPMENT	\$50.00
DISTRICT COURT 18-03-04	TRAVEL	MATERIALS & SUPPLIES	\$100.00
COURT	COURT COSTS	MATERIALS & SUPPLIES	\$500.00
DISTRICT COURT 18-03-02	MATERIALS & SUPPLIES	MAINTENANCE EQUIPMENT	\$10.00
ADULT PROBATION	DUES	TRAVEL	\$450.00
CORRECTIONS	TRAVEL & TRAINING	MATERIALS & SUPPLIES	\$2,729.00
CORRECTIONS	TRAVEL & TRAINING	FOOD	\$1,463.00
COMMUNICATIONS	MAINTENANCE EQUIPMENT	TELEPHONE	\$12,000.00
COMMUNICATIONS	TRAINING	UNIFORMS	\$150.00
EMERGENCY MANAGEMENT	TRAINING	GASOLINE	\$300.00
EMERGENCY MANAGEMENT	TRAVEL	GASOLINE	\$300.00
COUNTY BUILDINGS	MAINTENANCE GROUNDS	MATERIALS & SUPPLIES	\$400.00
DISTRICT COURT 18-3-02	TRAINING	POSTAGE	\$245.00
DISTRICT COURT 18-3-02	TRAVEL	POSTAGE	\$400.00
DISTRICT COURT 18-3-02	MATERIALS & SUPPLIES	POSTAGE	\$700.00
DISTRICT COURT 18-3-02	MATERIALS & SUPPLIES	MAINTENANCE EQUIPMENT	\$10.00
CORRECTIONS	RETIREMENT	FUEL	\$1,500.00
HUMAN SERVICE BLDG	MATERIALS & SUPPLIES	WATER	\$1,600.00
COUNTY BUILDINGS	MAINTENANCE GROUNDS	VEHICLE MAINTENANCE	\$122.00
CORRECTIONS	MATERIALS & SUPPLIES	TRAVEL	\$150.00
PROTHONOTARY	TRAVEL	MATERIALS & SUPPLIES	\$318.15
SHERIFF	PROFESSIONAL SERVICES	GASOLINE	\$1,021.96
DISTRICT ATTORNEY	POSTAGE	DRUG TESTING	\$150.00
DISTRICT ATTORNEY	LIBRARY	DRUG TESTING	\$500.00
DISTRICT ATTORNEY	EXTRADITION	DRUG TESTING	\$200.00
DOMESTICE REALTIONS	PROFESSIONAL SERVICES	CONSTABLES	\$180.00
DOMESTICE REALTIONS	PROFESSIONAL SERVICES	JCP FEES	\$60.00
TOTAL			\$27,471.47

On a motion made by Commissioner Faller and second by Commissioner Campbell 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 why the WCR grant was being applied for through the Harrisburg Chamber rather than the local economic development. Commissioner Campbell stated that the local turned it down due to the large request. Clarion County agreed to sponsor the grant request. This has been approved by the county solicitor and the commissioners support this development.

**CORRECTION:** At this time the commissioners noticed the date is wrong in business item #8. On a motion made by Commissioner Campbell and second by Commissioner Faller to correct the effective date for the TEFAP agreement from 8/30/2016 to 9/30/2016, the motion passed without opposition.

Evan Gareis asked what the Villa on the Water Run is. Commissioner Campbell answered that it is a senior resident living center. Campbell added that this grant is critical to the project. Gareis also asked why the weight limit was taken off of the Huber Bridge. Commissioner Brosius answered that the bridge has been fixed.

Savannah Barr asked what the Children and Youth Services for clinical polygraphs services are and why children. This service is used for therapy and not in the court system.

Scott Seeley asked how many employees are covered by the UMW contract and did those employees get raises. That number is 14 and yes they received raises. Seeley asked if the rent paid at the Human Service Complex was uniform. It is at approx. \$6.50/sq. ft. He also wanted to know what repairs would be done to that building and who would pay. Commissioner Faller stated that repairs for program locations can be taken from the programs funding. The current year's rent is established from the previous year's expenses. Seeley asked what the structure of the IPAWS consisted of. Commissioner Campbell stated that it is a federal program to authenticate emergency warnings and validate before warnings are made public. Another question was how often the county engineer works for the county. Twila Rifemberrick, Director of Planning & Development, answered that he comes in 3 days a week or when needed and helps with land development and inspects county property (e.g. bridges). In addition to being county engineer he serves of the Transportation Advisory Board and the County Planning Commission.

Adjournment:

On a motion made by Commissioner Faller and second by Commissioner Campbell to adjourn the meeting at 9:48 a.m., the motion passed without opposition.