

Clarion County Board of Commissioners
Meeting Minutes
December 22, 2015

Those present: Carol Clinger, Tom McConnell, Ted Tharan, Trisha Douglas, Erin Burns, Greg Mortimer, Kay Rupert, Nancy Jeannerat, Vern Smith, Ron Wolbert, Steve Allison, Evanne Gareis (press)
Chris Rossetti (press), Keaton MacBeth (press)

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

Approval of the Agenda: Addition of the presentation of a proclamation under other business. On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the agenda as amended, the motion passed without opposition.

Approval of the Minutes: Dated December 8, 2015

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve last meetings minutes as presented, the motion passed without opposition.

Correspondence:

- A letter dated December 4 was received from County Commissioners Association of Pennsylvania providing Clarion County's divided check in the amount of \$61,591. This dividend check is based on contributions paid, claims cost for the policy years 2009/2010 through 2013/2014.
- Commissioner Campbell presented a report from Clarion County Community Action. A tally from the month of November showed meals were delivered to 397 families, which was a total of 890 individuals.

Announcements:

- December 24-25, All county offices are closed in observance of the Christmas holiday
 - Tuesday, December 29, work session at 9 a.m., in the conference room
 - Friday, January 1, 2016, All county offices are closed in observance of New Year's Day
 - Monday, January 4, Swearing in of all elected officials, 10 a.m., at the courthouse, courtroom 1
 - Monday, January 4, Commissioners' reorganizational meeting at 1 p.m., in the conference room
 - Wednesday, January 6, work session at 9 a.m., in the conference room
 - Wednesday, January 13, Commissioners and Salary board meetings at 9 a.m., in the conference room
- Public Concerns and Comments: There were no concerns or comments at this meeting.

Business:

1. Adoption of Resolution No. 18 of 2015, Authorizing Clarion County to be the Sponsor of the Climax Tunnel Grant. Note: This is through the Federal Transportation Alternative Program (TAP) for the Climax Tunnel Phase III.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the adoption of Resolution No. 18 of 2015 as presented the motion passed.

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

➤ **ADD COPY OF RESOLUTION**

2. Approval of the Transportation Alternative Program (TAP) Federal-Aid Reimbursement Grant Agreement between PennDOT and the Clarion County Commissioners.
Award: \$780,000

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

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

➤ **ADD COPY OF RESOLUTION**

3. Adoption of Resolution No. 19 of 2015, adopting a budget and fixing the tax rates for the year: 2016.
 - 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

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve Resolution No. 19 as presented, the motion passed.

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

4. Approval of a new contract on behalf of 9-1-1 with Phone Recovery Services, LLC., of Huntsville, AL., for recovery of unpaid E911 fees from January 1, 2009 – December 31, 2015

Term: December 22, 2015 – June 30, 2017 Cost: 30% of recovered fees (possibly up to 40%)

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the new contract with Phone Recovery Services contingent on there being no cost to the county from direct funds for this service, the motion passed.

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

Discussion: OES Director, Vern Smith indicated that the laws changed in August of 2015. All fees are now paid to the state and the county is then reimbursed. Prior to August wire/wireless fees from phone companies were paid directly to the county. This service is to recoup unpaid fees from phone companies. Once identified these companies will be required by law to pay these fees to the state.

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

5. Approval of contract renewal on behalf of Planning and Development for the term January 1, 2016-December 31, 2016 with:

- a) John Marshall Law Office, LLC, of Shippenville, PA, for legal services for the Planning Department and the Planning Commission. Cost: \$110/hr

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the renewal of the contract with Marshall Law Office for legal services as presented, the motion passed.

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

- b) Kevin Reichard of New Bethlehem, PA, for engineering services for the Planning Department, Planning Commission, the county, and other offices as required. Cost: \$40/hr

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

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

6. Approval of the Clarion County Community Development Block Grant (CDBG) Annual Section 504 Plan Review for 2015.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the review of the CDBG Section 504 Plan Review as presented, the motion passed.

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

7. Approval of the 2016 Clarion County Pay Schedule

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the 2016 pay schedule as presented, the motion passed without opposition.

Note: Salaried wages will be paid over 27 pays for the year instead of the usual 26 pays.

8. Approval of the 2016 Holiday Observance Schedule

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the 2016 Holiday Observance Schedule as presented, the motion passed without opposition.

9. Clarion County Planning Commission, 4 yr terms expiring December 31, 2019

Reappointments:

- a) Mr. Keith Decker of Knox, PA
- b) Mr. Eugene Metcalf of Sligo, PA.

New appointment:

- c) J. Michael Hindman of Clarion, PA

On a motion Made by Commissioner Campbell and second by Commissioner Brosius to approve the appointments to the County Planning Commission as presented, the motion passed without opposition.

10. Approval of the General Fund bills dated: December 4 – 16, 2015, totaling \$704,394.82

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

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

11. Approval of the budget transfer(s) for the dates of December 7 - 17, 2015, totaling \$34,797.40.

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

CLARION COUNTY DECEMBER 7 to 17, 2015			
2015 BUDGET TRANSFERS			
DEPARTMENT	FROM	TO	TOTAL
PUBLIC DEFENDER	ADVERTISING	LAW LIBRARY	\$100.00
COURTS	TRAINING	DUES	\$175.00
DISTRICT COURT 18-3-04	MAINT/BUILDINGS	CONSTABLE FEES	\$600.00
DISTRICT COURT 18-3-04	TRAVEL	CONSTABLE FEES	\$670.00
ELECTIONS	MAINT/EQUIPMENT	ADVERTISING	\$740.00
GIS	MAINT/EQUIPMENT	PROFESSIONAL SERVICES	\$60.80
COURTS	PROFESSIONAL SERVICES	LIBRARY	\$1,250.00
DISTRICT COURT 18-3-02	TRAVEL	INSURANCE	\$620.00
DISTRICT COURT 18-3-04	TRAVEL	CONSTABLE FEES	\$100.00
COMMUNICATIONS	MAINT/COMPUTER	TOWER RENT	\$2,600.00
COMMUNICATIONS	MAINT/BUILDINGS	MAINT/EQUIPMENT	\$3,250.00
HUMAN SERVICE BLDG	FUEL	MAINT/BUILDINGS	\$410.00
ADULT PROBATION	MATERIALS & SUPPLIES	MAINT/EQUIPMENT	\$150.00
CENTRAL ACCOUNTING	TRAVEL	MATERIALS & SUPPLIES	\$300.00
ADM. BLDG.	DEBT SERVICE PRINCIPAL	DEBT SERVICE INTEREST	\$5,101.00
HUMAN SERVICE BLDG	DEBT SERVICE PRINCIPAL	DEBT SERVICE INTEREST	\$2,650.00
MISC. GEN. GOVT.	DEBT SERVICE PRINCIPAL	DEBT SERVICE INTEREST	\$5,101.00
MISC. GEN. GOVT.	CONTINGENCY RESERVE	DEBT SERVICE INTEREST	\$310.00
ELECTIONS	MAINT. EQUIPMENT	ADVERTISING	\$430.00
COMMUNICATIONS	FUEL	MAINTENANCE BLDG	\$300.00
DISTRICT ATTORNEY	RETIREMENT	TRAVEL	\$400.00
PLANNING	DUES	ADVERTISING	\$39.60
VETERANS AFFAIRS	CONTINGENCY RESERVE	BURIAL/MARKERS	\$265.00
DOMESTIC RELATIONS	LEGAL FEES/COURT	MAINT. EQUIPMENT	\$95.00
COMMUNICATIONS	RETIREMENT	PHONE	\$8,030.00
COURTS	TRAVEL	ARBITRATION	\$650.00
COURTS	PROFESSIONAL SERVICES	LIBRARY	\$200.00
TREASURER	TRAVEL	MATERIALS & SUPPLIES	\$200.00
TOTAL			\$34,797.40

12. Approval of a union contract on behalf of the County Corrections Officers, members of the United Mine Workers, AFL-CIO. Effective: January 1, 2016 to December 31, 2018.

Note: Wage increases will be 2 percent increase in 2016; 2.25 percent in 2017; and 2 percent in 2018

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the contract for the county corrections officers with the UMW-AFL-CIO as presented, the motion passed.

Discussion: The commissioners commended the county labor solicitor, Chris Gabriel and Human Resource Director, Trisha Douglas for their excellent work on bring a fair contract for both sides.

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

Other Business:

At this time the commissioner presented a proclamation of county recognition to outgoing treasurer, Theresa Snyder.

➤ **ADD COPY OF PROCLAMATION**

Public Questions and Answer Period:

Steve Allison questioned what the insurance reimbursement is.

Adjournment: On a motion made by Commissioner Faller and second by Commissioner Campbell to adjourn the meeting at 9:28 a.m., the motion passed without opposition.