

Clarion County Board of Commissioners

Meeting Minutes

January 26, 2016

Those attending: Carol Clinger; Trisha Douglas; Donna Reinsel; Treasurer Tom McConnell; Kay Rupert; Nancy Jeannerat; Chad Johnson; Vern Smith; Steve Allison; Evanne Gareis(press); Keaton MacBeth(press); Chris Rossetti(press)

Roll Call: Commissioner Tharan-present; Commissioner Brosius-present; Commissioner Heasley-present

Approval of the Agenda: Additional business will be presented under Other Business. On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the agenda as amended, the motion passed without opposition.

Approval of the Minutes: Dated January 13, 2016. On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes of the last meeting as presented, the motion passed without opposition.

Correspondence:

- A letter dated December 29 was received from the state Emergency Management Agency (PEMA) announcing McCutcheon Enterprises, Inc., has been re-certified as a Hazardous Materials Response Team through 2019 (four years) for eight counties, including Clarion.
- A report dated January 14, was received from the Department of Environmental Protection, regarding the 2015 Black Fly Suppression Program in Clarion County. The operation began on May 13 and was suspended in early June and two additional treatments were conducted in August. The interruption to control efforts was due to a combination of above average river flow throughout the state and the exhaustion of funds.
- An email dated January 20, was received from Doug Hill, of the County Commissioners Association of Pennsylvania (CCAP), announcing that the CCAP Board of Directors approved a resolution recognizing the commitment of the service providers and the community foundations who supported them through this difficult time, and expressing their appreciation to these agencies and foundations that ensured county residents continued to receive critical services despite the challenges of the impasse.
- A letter dated January 15 was received from the state Game Commission (PGC) advising that PGC is planning to riprap stream bank protection along Millcreek. The construction site is located on a PGC access road on State Game Lands 74 in Millcreek Township. The existing stream bank has eroded and part of the road has washed away and the PGC is planning on placing R-6 riprap along a 70-foot long section of the north bank of the stream.
- **Municipal Notice:**
 - A letter dated January 15 was received from Brookfield Renewable Energy Group regarding the Piney Hydroelectric Project, Article 405 Annual Downstream Fishing Access Report for 2015. Per Article 405, the Piney Project Recreation Plan requires a compilation of the fishing sign-in results on an annual basis and distribution of the results to the state Fish and Boat Commission and the Federal Energy Regulatory Commission. An access sign and sign-in log were installed in the fall of 2010, just downstream of the Piney Dam at the project trail race on the Clarion River. In 2015, approximately 16 sign-in log sheets were completed indicating use of the tailrace area by a total of approximately 45 people. Brookfield will continue to maintain the sign-in log and consult with the state Fish and Boat Commission and Piney Lake Advisory Committee regarding downstream fishing access.
- County Treasurers report: General Fund Balance: \$4,039,000.

Announcements:

- Work session is Tuesday, February 2, at 9 a.m. in the conference room
- Records Improvement is Thursday, February 4 at 10 a.m. in the conference room
- Commissioners and Salary Board meeting is Tuesday, February 9 at 9 a.m. in the conference room

Public Concerns and Comments: Kay Rupert, Director of Children & Youth Services commented on the CCAP resolution recognizing service providers by stating that none of the county service providers for Adult/Children & Youth Services stopped services despite no money flowing to the county and on down to the providers. She also expressed appreciation to the county for paying bills through the end of October. This helped providers to be able to continue services. Nancy Jeannerat, Director of Mental Health/Developmental Disabilities, added that this was true for MH/DD, also.

Business:

1. Adoption of Resolution 3 of 2016, County Purchase Requisition Approval Process.

On a motion made by Commissioner Heasley and second by Commissioner Tharan to adopt Resolution No. 3 of 2016 as presented.

Discussion: Commissioner Brosius questioned the wording of the resolution not being clear that the commissioners will approve purchases, including those under \$300, at a regular meeting.

Commissioner Heasley rescinded his motion and Commissioner Tharan rescinded his second to the motion. On a motion made by Commissioner Heasley and second by Commissioner Tharan to approve Resolution No. 3as amended with the addition of the phrase that all purchases, including those under \$300, will come before the Board of County Commissioners at a regular public meeting for approval, the motion passed. Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

****COPY OF RESOLUTION in permanent record.**

2. Approval a new contract on behalf of the Department of Information Technology with JLR CATV Inc., for the installation of a fiber optic line from the main connection at the courthouse to the Human Services Complex.
Cost: \$14,478

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the new contract with JLR to install the fiber optic line as presented, the motion passed.
Note: Part of a project that is proposed to include the Public Defender, District Attorney, and Probation to be connected to the main fiber optic line. The proposed savings to taxpayers is estimated to be \$23,976/year and \$250,000 over the next 10 years.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

3. Approval to upgrade the phone system that would connect the offices at the Human Services Complex to the county phone system through the new fiber optic line.
Cost for 83 phones: \$29,459.99

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the upgrade to the phone system as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

4. Approval of a contract renewal on behalf of the office of Children and Youth Services with McCleary Business Machines, Inc., of Knox, PA for maintenance agreement for two copiers.
Term: 1/4/16-1/14/17 Total Cost: \$1,093.71 County Match: \$240.62

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the contract renewal with McCleary Business as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

5. Approval of a contract renewal on behalf of the Office of Emergency Services/9-1-1 with Butler County Community College for unlimited fire academy programs.
Term: 1/1/16-12/30/16 Total Cost: \$1,600

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

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

6. Approval of the General Fund bills dated: January 12 - 21, 2016, totaling \$637,463.55.

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the payment of the general fund bills as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

7. Approval of the budget transfer(s) for December 31, 2015, totaling \$7,285

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

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

DEPARTMENT	FROM	TO	TOTAL
TREASURER	PROFESSIONAL SERVICES	MATERIALS & SUPPLIES	\$475.00
COURTS	COURT APPOINTED	COURT REPORTERS	\$2,000.00
COURTS	COURT APPOINTED	COURT REPORTERS	\$172.00
COURTS	COURT APPOINTED	LIBRARY	\$2,903.00
DISTRICT COURT 18-3-04	MAINTENANCE EQUIP	MATERIALS & SUPPLIES	\$25.00
DISTRICT COURT 18-3-04	MAINTENANCE EQUIP	CONSTABLE FEES	\$42.00
DISTRICT COURT 18-3-01	CONSTABLE FEES	MATERIALS & SUPPLIES	\$50.00
JUVENILE PROBATION	TRAINING	MATERIALS & SUPPLIES	\$10.00
PUBLIC DEFENDER	SALARIES	COURT APPOINTED	\$808.00
TREASURER	RETIREMENT	PROFESSIONAL SERVICES	\$800.00
TOTAL			\$7,285.00

Other Business:

- 1) Approval of Zelenkofske Axelrod, LLC for a single audit of the MH/DD.

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve ZA, LLC to do a single audit review of the policies/procedures in place at the Mental Health/Developmental Disabilities for the new Uniform Guidance Act compliance, at a cost of \$6,000, if needed, pending appropriate

monitoring documentation, and review by the MH/DD agency to the ZA auditor's satisfaction, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

2) Election of Chairman of the Election Board.

Commissioner Tharan nominated Commissioner Ed Heasley as chairman of the election board with a second by Commissioner Brosius.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

3) Appointment of a Tax Increment Finance Board.

On a motion made by Commissioner Heasley and second by Commissioner Brosius to appoint Commissioner Ted Tharan to the Tax Increment Finance Board being formed for the purpose of encouraging future economic development in Clarion County, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

4) Establish a Buildings and Grounds Advisory Committee to include three (3) citizen volunteers from the county area south of I-80 and three (3) citizen volunteers from the area north of I-80 to serve with the county commissioners for the purpose of evaluating all county buildings/grounds to get public input on how to best utilize our facilities and the needs of county departments. This committee will serve as an advisory board only. Final decisions will be made by the County Commissioners.

Deadline to submit letters of interest to the commissioners' office is February 15, 2016.

Department Head Questions or Comments:

Nancy Jeannerat questioned how the need for the ZA audit will be recognized.

Kay Rupert reported that the state is at the CYS office to do agency licensure with exit conference scheduled for Thursday, January 28, 2016.

Public Questions and Answer Period:

Steve Allison asked if the fire academy programs at BCCC are open to all county fire companies.

Evanne Gareis questioned if the phone problems that the county experienced will be solved.

Allison asked for further explanation of the Tax Increment Finance Board.

Adjournment: On a motion made by Commissioner Brosius and second by Commissioner Heasley to adjourn the meeting at 9:37 a.m., the motion passed without opposition.