

Clarion County Board of Commissioners
Meeting Minutes
September 27, 2016

Those attending: Carol Clinger; Trisha Douglas; Treasurer McConnell; Kay Rupert; Nancy Jeannerat; Steve Allison; Brett Whitling (press); Evanne Gareiss (press); Ron Wilshire (press); Natasha Brenneman (press); Michael Collins (press)

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

Approval of the Agenda: On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the agenda as presented, the motion passed without opposition.

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

Correspondence:

- Press Release from Clarion County Commissioners and the Office of Emergency Services regarding Hazard Mitigation Plan

Announcements:

- The county offices will be closed on September 30th for the Autumn Leaf Festival's Crafter's Day in lieu of Columbus Day
- Work session will be held on October 4th at 9 a.m. in the conference room
- Commissioner and Salary Board meetings will be held on Wednesday, October 12th at 9 a.m. in the conference room

Public Concerns and Comments: There were no public concerns or comments at this meeting.

Business:

1. Lease agreements on behalf of Central Accounting Department from 10/1/2016 – 6/30/2017 with:

- a) New with Human Service Administration

Cost: \$578/month

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

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

- b) Amendment with Human Service Development Fund (HSDF)/Homeless Assistance Program (HAP)

Cost: \$115/month

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the amendment to the HSDF and HAP lease as presented, the motion passed.

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

- c) Amendment with Children and Youth Services

Cost: \$8,710/month

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

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

2. Contracts on behalf of Human Resources Department with:

- a) New: Paycom of Oklahoma City, OK for payroll processing, time clock system, and human capital management solutions.

Effective date: 9/27/2016

Total Cost: \$21,636 with a one-time charge: \$6,500

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

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

- b) Renewal: Vision Benefits of America of Pittsburgh, PA for vision insurance plans for county employees

Term: 1/1/17 – 12/31/2018

Total Cost Annually: up to \$9,742

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

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

3. New agreements on behalf of MH/DD/EI Administration with:

- a) Contract with NAMI of Butler County for consumer support group and self-help group
Term: 7/1/2016 – 6/30/2017 Total Cost: \$2,650 County Match: up to 10%

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

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

- b) Contract with Adventure Time of Grove City, PA for early intervention speech, physical and occupational therapies

Term: 9/1/2016 – 6/30/2017 Total Cost: \$10,000 County Match: up to 10%

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

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

- c) Grant application to be submitted to BHAU SOC of State College, PA for the 2015-2016 systems of care mini-grant.

Term: 8/22/2016 – 10/31/2016 Grant Request: \$2,500

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the grant application submitted to BHAU SOC as presented, the motion passed.

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

- 4. Service agreement on behalf of the Human Service Complex Maintenance with ABC Heating, Colling & Plumbing of Summerville, PA for the HVAC System

Term: 1 year Total Cost: \$1,400

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the service agreement with ABC Heating as presented, the motion passed.

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

- 5. Tourism Grant, recommended by Hotel Tax Committee and submitted by Clarion Area Chamber of Business and Industry for 63rd Annual Autumn Leaf Festival.

Grant Award: \$5,000

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the tourism grant for ALF as presented, the motion passed.

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

6. Proclamations:

- a) October as - Domestic Violence Awareness Month
- b) Clarion Borough's 175-year anniversary

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the proclamations as presented, the motion passed without opposition.

- 7. Treasurer's report: Balance as of 8/22/2016 is \$4,200,098.82

On a motion made by Commissioner Heasley and second by Commissioner Brosius to accept the treasurer's report as presented, the motion passed without opposition.

8. Approval of the county expenditures bills:

- a) General Fund, dated: September 9 – 26, 2016 Total: \$499,570.32

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

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

- b) Human Services, dated: September 12 – 26, 2016 Total: \$308,956.89

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

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

9. Approval of the budget transfer(s) for the dates of September 13 - 26, 2016, totaling \$47,231.

September 13 to 26, 2016 BUDGET TRANSFERS			
DEPARTMENT	FROM	TO	TOTAL
CORRECTIONS/HS BLDG	CORRECTIONS SALARIES & BENEFITS	HS BLDG SALARIES & BENEFITS	\$26,231.00
PUBLIC DEFENDER	MEDICAL INSURANCE	COURT APPOINTED	\$5,000.00
COMMUNICATIONS	PROFESSIONAL SERVICES	MAINTENANCE EQUIPMENT	\$11,000.00
COMMUNICATIONS	TRAVEL	MAINTENANCE EQUIPMENT	\$5,000.00
TOTAL			\$47,231.00

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

Other Business: There was no other business presented at this meeting.

Department Head Questions or Comments: There were no Department Head questions at this meeting.

Public Questions and Answer Period:

Evanne Gareis requested further explanation on the new contract with Paycom, if the county has used time clocks before, and the reason for using time clocks.

Brett Whitling questioned if there would be a need for employees who travel between county buildings to clock in and out.

Ron Wilshire asked if the time clocks would be the type to recognize thumb prints and what offices in the Human Service Complex and the cost is.

Whitling questioned the status of the due diligence process at the Goodwill Building.

Gareis questioned the repairs at the OES Center following the storm water damage.

Adjournment: On a motion made by Commissioner Brosius and second by Commissioner Heasley to adjourn the meeting at 9:26 a.m., the motion passed without opposition.