

Clarion County Board of Commissioners
Meeting Minutes
January 22, 2013

Those present: Donna Reinsel Angi Keller Trisha Douglas Cheryl Anthony Susan Kerr
Scott Seeley Treasurer Tess Snyder Roxie Randolph Carol Clinger Steve Allison Kelsey Huebert

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.

Approval of the Minutes: dated January 9, 2013.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the minutes dated January 9, 2013, as presented, the motion passed.

Correspondence:

- ❖ A letter dated December 17, 2012, was received from the Pennsylvania Board of Probation and Parole announcing that the county's 2012-2013 Grant-In-Aid Continuing Program Application for the Improvement of Adult Probation Services has been approved. The approved period is from July 1, 2012, through June 30, 2013. The grant award for fiscal year 2012-2013 is \$53,953, which represents 32% of the salaries of eligible funded adult probation positions.
- ❖ A letter dated December 21, 2012, was received from the U.S. Department of Housing and Urban Development (HUD) regarding the county's request for removal of environmental grant conditions for the HUD Lead-Based Paint Hazard Control Grant Program. HUD has removed certain environmental grant conditions, effective December 20, 2012, and permits the county/ program administrators to commit and expend HUD and non-HUD funds to undertake lead-based paint hazard control intervention activities that will have a physical impact upon enrolled, eligible housing units.
- ❖ A letter dated December 31, 2012, was received from the Council on Greenways & Trails welcoming the county into full membership on the council for the period of July 2012 through June 2013. Annual participation fee of \$3,000 will be paid from the Hotel/Motel tax revenue.
- ❖ A letter was received from the Pennsylvania WILDS Planning Team requesting Clarion County's support for the PA WILDS Planning Team and the PA WILDS Initiative for 2013. Annual support request of \$1,500 will continue to be paid from the Hotel/Motel tax revenue. Several Clarion County municipalities have received grants from the PA WILDS programs.
- ❖ A letter dated January 9, 2013, was received from the Pennsylvania Department of Environmental Protection (DEP) with a report summarizing the Black Fly Suppression Program in Clarion County during the summer of 2012. The program was successful at keeping black fly adults, more commonly known as gnats, well below pest level (less than 10 adults per sample) during the spray season. In Clarion County, the Clarion River, Allegheny River, and Red Bank Creek are treated. Budget appropriations enabled the program to conduct treatment operations through July.
- ❖ A letter dated January 4, 2013, was received from the Pennsylvania Office of Attorney General requesting the submission of an application for full-time district attorney annual salary reimbursement for the year 2012. Act 57 of 2005 stipulates that the Commonwealth shall annually reimburse each county with a full-time district attorney for 65% of the district attorney's salary. The salary is reimbursed from the Criminal Justice Enhancement Account as funds become available. The 65% reimbursements have been paid in full for all years through 2010.
- ❖ A letter dated January 14, 2013, was received from the Northwest Pennsylvania Regional Planning and Development Commission requesting a review by the commissioners and the Clarion County Planning Commission and asking for the commissioners' input and comments on the natural gas conversion and fill station project which is being proposed by New Bethlehem Borough Council for its police cars. The police force has 1 natural gas car and possibly may be getting two more.

Announcements:

- ❖ Tuesday, January 29 and the following week on February 5, at 9 a.m. are commissioners' work sessions.
- ❖ Thursday, February 7, at 10 a.m. is a Record's Improvement meeting in the conference room.
- ❖ Tuesday, February 12, at 9 a.m. is the Commissioners', Salary, and Retirement Board meetings.
- ❖ Commissioner Campbell announced that the county phone system and internet is down today. The problem is on the county site. Earthlink, the ISP for the county is sending a tech to look into the problem.

Public Concerns and Comments:

Steve Allison asked the commissioners if the proposed natural gas conversion and fill station in New Bethlehem Borough will be open to the public. Commissioner Brosius stated that it will be for the police vehicles only.

At this time the Commissioners presented Cheryl Anthony with a proclamation tribute for 40 years of service in the Assessment Office of Clarion County. An invitation was extended by Roxie Randolph to join the staff at the Assessment Office from 10:30 a.m. to 2 p.m. for a reception in Cheryl's honor.

PROCLAMATION

WHEREAS, Special tribute is given to an employee who has dedicated 40 years of service to Clarion County; and
WHEREAS, She began her career in Clarion County as a clerk in the Assessment office, quickly becoming an important asset to the office; and
WHEREAS, Her entire career has been with Clarion County; and
WHEREAS, She continues to demonstrate concern along with the desire to help all who enter the Assessment Office; and
WHEREAS, This achievement in one's career shows dedication and is truly a great accomplishment.

**NOW, THEREFORE, WE
THE CLARION COUNTY COMMISSIONERS,
DO HEREBY RECOGNIZE AND THANK**

CHERYL ANTHONY

ON 40 YEARS OF SERVICE TO CLARION COUNTY.

It is our honor and privilege in sending "Congratulations" to you from this Board of Commissioners and all of your fellow employees.

THANK YOU FROM ALL OF US

Wayne R. Brosius *G. Butch Campbell* *Gregory A. Faller*
Wayne R. Brosius G. Butch Campbell Gregory A. Faller

Business:

- 1. Approval of a contract renewal with Marshall Law Office, LLC of Shippenville, Pa. to provide as needed solicitor services for the Department of Planning and Development. Contract period: January 1, 2013 through December 31, 2013. Cost: \$110/hr.

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

Roll call vote:

Commissioner Brosius-yes
Commissioner Campbell-yes
Commissioner Faller-yes

- 2. Approval of service agreement renewals for office copier maintenance with:
 - a. McCleary Business Machines Inc. of Knox, Pa., for year 2013:
 - 1. Assessment Office cost: \$350.
 - 2. Commissioners' Office cost: ~~\$528.87~~. (see motion amendment)
 - 3. County Corrections' cost: \$137.41
 - b. Clarion Office Equipment of Clarion, Pa. from January 28, 2013, to January 28, 2014:
 - 1. Clarion County Office of Emergency Services at a cost of: \$101.20.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the four service agreements for office copiers as presented, the motion passed.

Commissioner Campbell rescinded the motion and amended it as follows: No. 2 Commissioners' Office cost is corrected to the amount of \$324.22. Commissioner Faller second and the amended motion passed.

Roll call vote for amended motion:

Commissioner Brosius-yes
Commissioner Campbell-yes
Commissioner Faller-yes

- 3. Approval of a contract extension for Human Service Transportation Analysis and Service Improvement Plan (Phase II) with Medical Transportation Management, Inc. The contract extension will be for a period of one year from April 1, 2013, through March 31, 2014, with the same terms and conditions.

On a motion made by Commissioner Campbell and second by Commissioner Faller to table the approval of the contract extension for Human Service Transportation Analysis and Service Improvement Plan (Phase II), as presented, the motion passed. More research and discussion is needed.

- 4. Approval of the General Fund bills dated: January 8 through January 17, 2013, totaling \$672,293.50.

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

- 5. Approval of the budget transfer(s) for the dates of January 8 through January 17, 2013, totaling \$3,647.23.

DEPARTMENT	FROM	TO	TOTAL
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SHERIFF	GASOLINE	VEHICLE MAINTENANCE	\$480.00
SHERIFF	TRANSPORT	VEHICLE MAINTENANCE	\$107.32
REGISTER & RECORDER	ADVERTISING	CERTIFYING DEEDS	\$200.00
SHERIFF	GASOLINE	VEHICLE MAINTENANCE	\$329.91
DISTRICT COURT 18-3-04	POSTAGE	TELEPHONE	\$40.00
DISTRICT COURT 18-3-04	POSTAGE	TRAVEL	\$55.00
COURT	COURT REPORTERS	LIBRARY	\$2,350.00
COURT	COURT COSTS	MATERIALS & SUPPLIES	\$85.00
TOTAL			\$3,647.23

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the budget transfers as presented, the motion passed. Donna Reinsel, Fiscal Director, pointed out that these transfers were for the 2012 budget.

Roll call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

Other Business:

There was no other business presented at this time.

Public Questions and Answer Period:

Scott Seeley from the Clarion News asked the commissioners for comments on the natural gas conversion and fill station proposed in New Bethlehem. The commissioners stated that they will support the station as long as it is approved and meets all requirements of certified personnel and equipment.

Kelsey Huebert of Radio C-93 asked the commissioners if there is a push for county vehicles to convert to natural gas. The commissioners explained that after researching the conversion, the county transportation board met and recommended not to convert at the present time.

Adjournment:

On a motion made by Commissioner Faller and second by Commissioner Campbell to adjourn the meeting at 9:20 a.m., the motion passed.