

Commissioners' Minutes January 9, 2013

Those present: Donna Reinsel Angi Keller Kay Rupert David Dunn Susan Kerr Scott Seeley
Trisha Douglas Carol Clinger Amanda Rodgers Twila Rifenberrick Cherin Abdelsamie
Sheriff Rex Munsee Treasurer Tess Snyder

Roll Call:

Commissioner Brosius-present
Commissioner Campbell-absent
Commissioner Faller-present

Approval of the Agenda:

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the agenda as presented, the motion passed.

Approval of the Minutes: public meeting dated December 26, 2012 and reorganizational meeting dated January 2, 2013.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the minutes dated December 26, 2012, as presented, the motion passed.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the minutes dated January 2, 2013 as presented, the motion passed.

Correspondence:

- ❖ A municipal notice dated December 12, 2012, from Gannett Fleming of Pittsburgh, Pa informing the county of the intention of Piney Creek LP Power Plant to file for a reissuance from the Department of Environmental Protection (DEP) for a National Pollutant Discharge Elimination System (NPDES) Water Quality permit required by the Clean Stream Law.
- ❖ A municipal notice dated December 19, 2012, from Exotic Oil & Gas, LLC of Indiana, Pa informing the county of its intent to submit an application to the DEP for a GP-5 Utility Line Stream Crossing for a project involving the installation of plastic gas pipeline in Limestone Township.
- ❖ A letter dated December 11, 2012, from the Pennsylvania Office of Child Development and Early Learning of Harrisburg, Pa informing the county of a adjustment/decrease in the Subsidized Child Care Grant of \$25,000. This brings the grant total to \$1,461,953.
- ❖ A letter dated December 19, 2012, from Campbell & Levine, LLC of Pittsburgh, Pa informing the county of a hearing scheduled for January 16, 2012, in the City-County Building of Pittsburgh, Pa, concerning a motion filed by Campbell & Levine to destroy certain property of Central Tax Bureau of Pennsylvania, Inc. (Centax) and Don Wilkinson Agency, Inc., (DWA) consisting of tax documents, business records, and other documents and to abandon certain personal property. The motion states that Campbell & Levine believe that most-if not all- of the materials are unnecessary to its efforts to wind-down the affairs of Centax and the continued maintenance of the materials are not only unnecessary to the wind-down efforts, but are a burden to its efforts.
- ❖ A letter dated December 3, 2012, from the Pennsylvania Department of Agriculture, Bureau of Farmland Preservation inviting the county to participate in the Farmland Preservation Program. The program assists counties in preserving important farmlands through the allocation of state grants and matching funds, which are used to purchase agricultural conservation easements. Clarion County is not impacted and will not be participating at this time.
- ❖ A letter dated December 17, 2012, from the County Commissioners Association of Pennsylvania (CCAP) informing the county of an increase in the bid limit thresholds and telephonic quote thresholds under the County Code to \$18,900 and \$10,200, respectively, with an annual adjustment for inflation thereafter.
- ❖ A press release: A copy of the Hazard Mitigation Plan end-of-year report for 2012 will be available for public review at the Commissioner's Office and at all municipal office buildings within the county following the commissioner's meeting on January 9, 2013.
- ❖ A letter dated December 19, 2012, was received from the Pennsylvania Commission on Crime and Delinquency (PCCD) informing the county that the PCCD has approved the federal Byrne Justice Assistance Grant Program application for the Clarion County Courthouse Security. The federal grant award being accepted on behalf of the county sheriff is \$27,549.
- ❖ A letter dated December 20, 2012, was received from the Pennsylvania Commission on Crime and Delinquency (PCCD) informing the county that the PCCD has approved the state Victim/Witness Services grant application for the Victim's Rights and Services Grant Project (RASA). The state grant award being accepted on behalf of the district attorney is \$55,288.
- ❖ A letter was received from the Pennsylvania Department of Transportation (PennDOT) informing the county that the Act 13 Highway Bridge Improvement Restricted Account allocation in the amount of \$56,437.66 was paid to the county on January 2, 2013. This allocation represents the county's share of this account for the year 2012. Act 13 of 2012 established a Marcellus Legacy Fund that allocates a portion of the Marcellus Shale Impact Fee to the Highway Bridge Improvement Restricted Account in the Motor License Fund to replace or repair locally owned (county/municipal), at-risk, deteriorated bridges.
- ❖ A letter was received from the Commonwealth of Pennsylvania Deputy Secretary for Mental Health and Substance Abuse Services announcing a one time reduction of \$2,129 in the fiscal year 2012-13 categorical allocation for respite funds. These funds will be transferred to other county programs to support respite services. Prior allocation: \$4,519. Revised allocation: \$2,390.

- ❖ A letter dated December 18, 2012, was received from Peoples Natural Gas and EQT Corporation announcing a strategic venture that merges the Equitable Gas Utility Company into Peoples Natural Gas and, in return, transfers Peoples' gas storage and mid-stream transmission assets to EQT.
- ❖ A public announcement was received from the Pennsylvania Department of Environmental Protection (DEP) reminding Pennsylvanians that January is National Radon Action Month. The DEP is spreading awareness through its quarterly webinar series, DEP at Home, on Wednesday, January 16, from 7 to 8 p.m. To participate in the webinar, visit www.dep.state.pa.us, and click the "DEP at Home" button on the home page.
- ❖ A certificate dated November 25, 2012, was received from the GIS Certification Institute certifying that Cherin H. Abdelsamie, GIS director, has met the standards for ethical conduct and professional practice as established by the GIS Institute for recognition as a Certified Geographic Information Systems (GIS) Professional (GISP).
Commissioners Brosius and Faller congratulated Abdelsamie for becoming a GISP. Abdelsamie stated that to be certified took a combined effort based on learning credits through continued education and community activity. Becoming a GISP certifies Cherin in all fifty United States and various other countries.
- ❖ The Clarion County Treasurer's Report dated December 1 through December 31, 2012. Balance as of December 31, 2012: \$3,728,281.43.
Treasurer Snyder stated that this may look like a healthy carry-over balance, but the county has no income until taxes start to come in later in the spring. This balance will be used to cover expenses until that time.

Announcements:

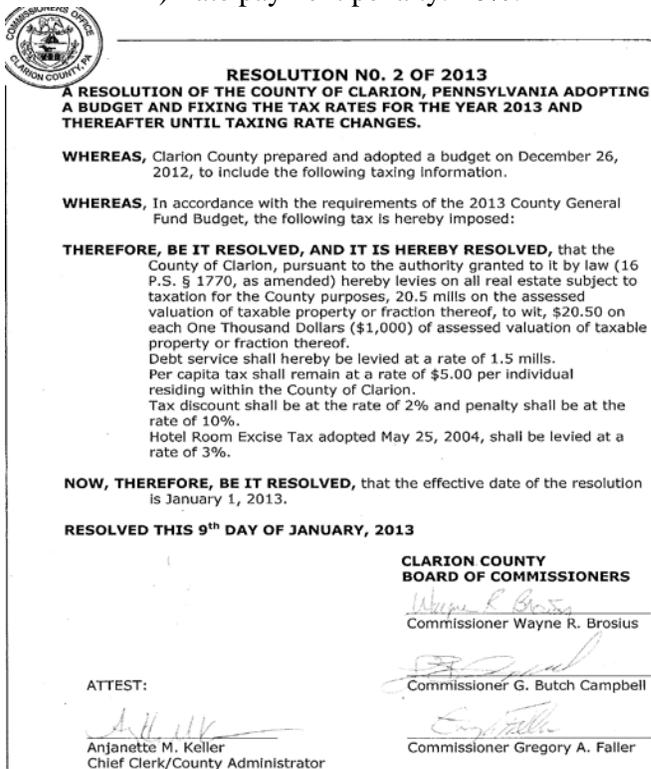
- ❖ Tuesday, January 15, at 9 a.m. is work session in the conference room.
- ❖ Friday, January 18, at 9 a.m. is Board of Inspectors' meeting in the conference room.
- ❖ Monday, January 21, the county offices will be closed in observance of Martin Luther King Day.
- ❖ Tuesday, January 22, at 9 a.m. is Commissioners/Salary/Retirement board meetings in the conference room.

Public Concerns and Comments:

There were no public concerns or comments at this time

Business:

1. Approval of Resolution No. 2 of 2013, fixing the tax rates for the year 2013.
 - a) 20.5 mills on assessed valuation.
 - b) 1.5 mills for debt service.
 - c) \$5 per capita
 - d) 3% hotel tax.
 - e) Early payment discount: 2%.
 - f) Late payment penalty: 10%.



On a motion made by Commissioner Faller and second by Commissioner Brosius to approve Resolution No. 2 of 2013, fixing the tax rates for the year 2013 as presented, the motion passed.

Roll call vote:

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

2. Approval of a lease renewal with Ernest J. Dinger of New Bethlehem, Pa., for the office of District Judge 18-3-04 located at 237 Rear Broad Street, New Bethlehem. Lease term: January 1, 2013, through December 31, 2017. Cost: \$725/mo through December 31, 2014; \$750/mo through December 31, 2015; \$775/mo through December 31, 2016; \$800/mo through December 31, 2017.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the lease renewal for the DJ 18-3-04 office in New Bethlehem as presented, the motion passed.

Roll call vote:

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

3. Approval of a change to the contract with the Bureau of Occupational & Industrial Safety (BOIS)/PENNSAFE on behalf of the Office of Emergency Services (OES). The agreement is for data sharing between BOIS and the Clarion County LEPC and is already in place. Due to restructuring at the PA Department of Labor & Industry the bureau of PENNSAFE is now BOIS/PENNSAFE and the agreement must be rewritten to reflect the name change. Cost: \$0. Effective: January 9, 2013.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the rewritten contract with BOIS/PENNSAFE as presented, the motion passed.

Roll call vote:

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

4. Approval of a modification to the Clarion County Courthouse Security grant on behalf of the county sheriff through the Pennsylvania Commission on Crime and Delinquency (PCCD). The modification will extend the grant project period from 12/31/2012 through 3/31/2013.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the modification to extend the Courthouse Security grant as presented, the motion passed.

Roll call vote:

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

5. Approval of an increase to the Community Development Block Grant (CDBG) allocation for Redbank Valley Municipal Authority from \$43,540 to \$52,659.19 to complete the new sewer lateral installation project and a decrease of \$9,119.19 to the CDBG allocation for the Knox Borough curb ramp project. The next phase of the curb ramp project will be funded at a later date.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the change to the CDBG allocations as presented, the motion passed.

Discussion: Planning & Development Director, Twila Rifenberrick explained that the Knox Borough money was left over from an old sewer lateral project grant. Monies must be used from the older grant first. The first phase of the Knox curb ramp project is complete and the second phase will not be started until sometime later in the spring. Redbank Valley Municipal Authority needs the increase to complete the sewer lateral project that is presently in its final stage.

Roll call vote:

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

6. Approval of the General Fund bills dated: December 20, 2012, through January 7, 2013, totaling \$838,794.06.

On a motion made by Commissioner Faller and second by Commissioner Brosius to approve the paying of the General Fund bills as presented, the motion passed.

Roll call vote:

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

7. Approval of the budget transfer(s) for the dates of December 20, 2012, through January, 2013, totaling \$26,432.08.

DEPARTMENT	FROM	TO	TOTAL
DOMESTIC RELATIONS	TRAVEL	PROFESSIONAL SERVICES	\$440.00
DOMESTIC RELATIONS	CONSTABLE	PROFESSIONAL SERVICES	\$755.00
DOMESTIC RELATIONS	PATERNITY	PROFESSIONAL SERVICES	\$360.00
DOMESTIC RELATIONS	MAINTENANCE EQUIPMENT	PROFESSIONAL SERVICES	\$201.00
DOMESTIC RELATIONS	MAINTENANCE BUILDING	PROFESSIONAL SERVICES	\$700.00
DOMESTIC RELATIONS	COURT/LEGAL	PROFESSIONAL SERVICES	\$1,090.00

DISTRICT COURT 18-3-04	TRAINING	CONSTABLE FEES	\$200.00
DISTRICT COURT 18-3-04	TRAVEL	CONSTABLE FEES	\$300.00
DISTRICT COURT 18-3-04	MATERIALS & SUPPLIES	CONSTABLE FEES	\$250.00
DISTRICT COURT 18-3-04	MAINTENANCE BUILDING	CONSTABLE FEES	\$600.00
GIS	MAINTENANCE EQUIPMENT	MATERIALS & SUPPLIES	\$2,000.00
ADMINISTRATION BLDG	FUEL	ELECTRIC	\$200.00
HUMAN SERVICE BLDG	FUEL	ELECTRIC	\$1,800.00
DISTRICT COURT 18-3-04	ELECTRIC	TELEPHONE	\$100.00
COMMUNICATIONS	MAINTENANCE COMPUTERS	TELEPHONE	\$5,100.00
COMMUNICATIONS	FUEL	TELEPHONE	\$700.00
COMMUNICATIONS	TOWER RENT	TELEPHONE	\$500.00
COMMUNICATIONS	MAINTENANCE BUILDING	TELEPHONE	\$300.00
COMMUNICATIONS	ELECTRIC	TELEPHONE	\$330.00
COMMISSIONERS	TRAINING	TRAVEL	\$750.00
SHERIFF	TRAVEL	TRAINING	\$59.25
SHERIFF	TRANSPORT	TRAINING	\$45.83
SHERIFF	MATERIALS & SUPPLIES	TRAINING	\$594.00
DISTRICT COURT 18-3-04	INSURANCE	MATERIALS & SUPPLIES	\$30.00
DISTRICT COURT 18-3-04	TRAINING	MATERIALS & SUPPLIES	\$30.00
DISTRICT COURT 18-3-01	BOND	MATERIALS & SUPPLIES	\$100.00
COURT	COURT COST	MATERIALS & SUPPLIES	\$40.00
TREASURER	TRAVEL	PART TIME WAGES	\$202.00
ELECTIONS	ELECTION OFFICERS	ELECTION MAINTENANCE EQUIP	\$1,150.00
DISTRICT COURT 18-3-01	WATER	TELEPHONE	\$77.00
PUBLIC DEFENDER	COURT APPOINTED	WATER	\$11.00
PUBLIC DEFENDER	COURT APPOINTED	PROFESSIONAL SERVICES	\$115.00
REGISTER & RECORDER	ADVERTISING	POSTAGE	\$85.00
ADULT PROBATION	ELECTRIC	FUEL	\$60.00
JUVENILE PROBATION	ELECTRIC	FUEL	\$35.00
CORRECTIONS	MEDICAL	FOOD	\$7,000.00
DISTRICT COURT 18-3-04	POSTAGE	TELEPHONE	\$40.00
DISTRICT COURT 18-3-04	POSTAGE	TRAVEL	\$55.00
EMA	GASOLINE	TELEPHONE	\$27.00
TOTAL			\$26,432.08

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

Roll call vote:

Commissioner Brosius-yes

Commissioner Campbell-absent

Commissioner Faller-yes

Other Business:

Chief Clerk Angi Keller explained that the per capita tax remained the same as previous years at \$5 and the tax discount remained the same at 2%, but that the tax late payment penalty, was raised from 5 percent to 10%.

Public Questions and Answer Period:

In reference to the PennDOT letter allocating a portion of the Marcellus Shale Impact Fee to the Highway Bridge Improvement, Scott Seeley of the Clarion News asked the commissioners if they had any bridges in mind for repair. The commissioners have not designated any bridges for repair or replacement at this time.

In reference to the Department of Agriculture letter inviting the county to participate in the Farmland Preservation Program, Seeley asked the commissioners why the county is not participating. Commissioner Faller noted that Clarion County is not currently in danger of losing farm land to urban development and has no need to participate.

Adjournment:

On a motion made by Commissioner Faller and second by Commissioner Brosius to adjourn the meeting at 9:22 a.m., the motion passed.