

**Clarion County Board of
Commissioners Meeting Minutes
February 12, 2013**

Those present: Darla Kirkpatrick Josie Schultz Marcie Emhoff Cherin Abdelsamie Steve Allison
Scott Seeley Donna Reinsel Susan Kerr Theresa Snyder Angi Keller

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 with the addition of a letter of support for the Pennsylvania American Water Company to be presented as other business, the motion passed.

Approval of the Minutes: dated January 22, 2013.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the minutes dated January 22, 2013 as presented, the motion passed.

Correspondence:

- ❖ A letter dated January 15, 2013, was received from the Pennsylvania Office of Child Development and Early Learning informing the county of an adjusted decrease of \$6,000 to the Subsidized Child Care Grant. The grant is adjusted from \$1,461,953 to \$1,455,953.
- ❖ A municipal notice dated January 15, 2013, was received from the Pennsylvania Department of Transportation (PennDOT) informing the county of an application registered with the Pennsylvania Department of Environmental Protection (DEP) for a Chapter 105 Water Obstruction and Encroachment Permit for a proposed minor road crossing project to replace pipe beginning from an unnamed tributary and extending to Licking Creek in Farmington Township.
- ❖ A municipal notice dated January 17, 2013, was received to inform the county that Laurel Mountain Midstream Operating, LLC will be applying to the DEP for a General Permit G1¹5 Utility Line Crossing and a GP-8 for a temporary road crossing for the installation of a natural gas pipeline through Elk, Knox, and Washington Townships. The pipeline will be used to transport natural gas beginning at a gas well at the southwest corner of Washington Church Road and State Route 208 in Washington Township and will extend southward to a future compressor station south of Martin Road in Elk Township.
- ❖ An email dated January 18, 2013, was received requesting support to keep state funding of \$5 million from being cut from the Pennsylvania's Dirt and Gravel Road Maintenance Program. The program was formed through the efforts of Trout Unlimited and funds various projects to reduce stream sediment pollution that originates from unpaved public roads.
- ❖ Clarion County Treasurer's report dated January 1 through January 31, 2013. Balance as of January 31' t is \$3,305,401.77.
- ❖ Jefferson/Clarion County Community Action report: Commissioner Campbell.

Commissioner Campbell reported that he would like the county to be aware of how valuable Community Action is. Many families were helped by donations for the 2012 holidays. In December 77 Clarion County families received donated food, 363 Clarion County families received a special Christmas food distribution. At Thanksgiving 440 Clarion County families received a special holiday distribution of food. Commissioner Campbell stressed that food donations are needed. The Community Action volunteers take the time to count and categorize food items. In November of 2012 the volunteers handled over 6700 items for distribution and in December they handled 997 items. Community Action also received approximately \$3600 in donations for needy families in Clarion County.

Announcements:

- ❖ Prison Board of Inspectors, Friday, February 15, 2013, 9 a.m. in the commissioners' conference room.
- ❖ Work Session, Tuesday, February 19, 2013, 9 a.m. in the commissioners' conference room.

- ❖ Commissioners/Salary/Retirement Board, Tuesday, February 26, 2013, 9 a.m. in the commissioner' conference room.
- ❖ 2013 Primary Election: Nomination petitions are available in the County Bureau of Elections. Last day to file nomination petitions in that office is March 12, 2013.

Public Concerns and Comments:

There were no public concerns or comments at this time.

Business:

1. Approval of Resolution No. 3 for 2013, authorizing Mary Lutz of the Clarion County Transportation Program to be the authorized official (AO) on behalf of the county to assign roles within the Pennsylvania Department of Transportation (PennDOT) dotGrants system.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the Resolution

No. 3 for 2013, as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

2. Approval of a contract renewal for the Department of Planning and Development with Kevin L. Reichard of New Bethlehem, PA to provide professional engineering services from January 1, 2013 and ending December 31, 2013 at a cost of \$40/hour.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the renewal of

the contract with Kevin L. Reichard as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

3. Approval of a contract renewal for the County Bureau of Elections with ElectionIQ, LLC of Akron, OH for election management assistance/services for the primary and general elections in the years 2013 and 2014, at a cost of \$30,000/year. Assistance/services include: database proofing, ballot printing, audio, security key management proofing/assistance, logic & accuracy testing, election day support, poll worker manual editing, Voting Systems Overview training. Total cost for two years: \$60,000.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the contract

renewal with ElectionIQ, LLC as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

4. Approval of a contract renewal for the County Bureau of Elections with Election Systems & Software of Chicago, IL for election software license and support service agreement from April 1, 2013, through

March 31, 2014. Cost: \$5,165.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the contract

renewal with Election Systems & Software as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

5. Approval of a maintenance agreement for the county Geographic Information System (GIS) Department with Esri Inc. from Redlands CA for ArcGIS software maintenance from February 1, 2013 through January 31, 2014. Cost: \$1500.

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

Roll Call vote:

Commissioner

Brosius-yes

Commissioner

Campbell-yes

Commissioner

Faller-yes

6. Approval of contract renewal for the county Mapping/GIS Department and the Office of Emergency Services (OES) for comprehensive maintenance and updating services to the OES addressing data, the generation of new addresses, and the distribution of the new address to the constituents of Clarion County. Cost: \$46/hour. Term of Services: February 1, 2013 through December 31, 2013.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the contract renewal between the county Mapping/GIS Department and OES as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

7. Approval of a contract extension for the 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 Faller and second by Commissioner Campbell to approve the contract extension for the Human Service Transportation Analysis and Service Improvement Plan with Medical Transportation Management, Inc. as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

8. Approval of a memorandum of understanding with the Allegheny Valley Land Trust (AVLT) and the Redbank Valley Trails Association (RVTA) to have the county accept the role as the municipal sponsor for the Northwest Commission Transportation Enhancement Climax Tunnel Stabilization

Project.

- a. The county will fiscally administer the funds, process payments, reports and request reimbursements and cooperate to complete grant requirements.
- b. The agreement will continue to be in effect until the Transportation Enhancement Funding

Project has been completed. There is no cost to the county.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the memorandum of understanding with AVLTA and RVTA as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

9. Approval of two contracts for Children & Youth Services effective from July 1, 2012, through June 30, 2013:

- a. Contract renewal with Summit School, Inc of Herman, PA for numerous residential services. Cost: \$114-\$209/day with a county match of \$45.60-\$83.60/day.
- b. Contract amendment with The Bair Foundation of New Wilmington, PA for foster care services.
Cost: \$53.76-80.97/day with a county match of \$10.75-16.79/day.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the contracts for

Children & Youth Services as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

10. Approval of an annual grant application to be submitted by the Office of Emergency Services (OES) to the Pennsylvania Emergency Management Agency (PEMA) for reimbursement through the Emergency Management Performance Grant.

- a. Grant total: \$75,892.97 to cover personnel expenses for OES.
- b. Grant reimbursement period: October 1, 2012 through September 30, 2013.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the Emergency

Management Performance Grant application as presented, the motion passed.

Roll Call vote:

Commissioner Brosius-yes

Commissioner Campbell-yes

Commissioner Faller-yes

11. Approval of the appointment of John Stroup of Clarion PA to a 2 year term on the Northwest Pennsylvania Regional Planning and Development Commission Board of Directors.

Term: April 1, 2013 to March 31, 2015.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the appointment of John Stroup representing the public/private sector on the Northwest Pennsylvania Regional Planning and Development Board of Directors as presented, the motion passed.

12. Approval of two appointments to the Clarion County Children and Youth Advisory Board for 2 year terms, ending June 30, 2014:

- a. Donna Case of Clarion PA as a Community Representative.
- b. Rev. Jonathan Spencer of Clarion PA as a Faith-Based Representative.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the appointment of Donna Case and Rev. Jonathan Spencer to the Clarion County Children and Youth Advisory Board as presented, the motion passed.

- 13.** Approval of the appointment of Dana P. Gatesman of Leeper PA to the Clarion County Airport Authority, replacing Howard J. Schmader for a 3 year term that will expire on December 31, 2015.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the appointment of Dana P. Gatesman to the Clarion County Airport Authority as presented, the motion passed.

- 14.** Approval of a request submitted by Patricia McFarland on behalf of The Clarion Area Trail Towns Coop to use the Veterans Memorial Park on Saturday mornings, May 11, 2013, through October 26, 2013, from 8:30 a.m. to 12 p.m. for free yoga classes that will be open to the public.

On a motion made by Commissioner Faller and second by Commissioner Campbell to approve the request by the Clarion Area Trail Towns Coop as presented, the motion passed.

- 15.** Approval of a request submitted by Dawn Groft on behalf of the March of Dimes to use the Veterans Memorial Park and gazebo on Sunday, May 5, 2013, from 9 a.m. to 12 p.m. as a checkpoint for the March for Babies walkers.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the request by the March of Dimes as presented, the motion passed.

- 16.** Approval of the General Fund bills dated: January 18 through February 8, 2013, totaling \$ 783,416.72.

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

Roll Call vote:

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

- 17.** Approval of the budget transfer(s) for the dates of January 18 through February 8, 2013, totaling \$5,883. These transfers were submitted for the year 2012 expenses.

DEPARTMENT	FROM	TO	TOTAL
ELECTIONS	MEDICAL INSURANCE	MATERIALS & SUPPLIES	\$2,710.00
ELECTIONS	ELECTIONS OFFICERS	MATERIALS & SUPPLIES	\$1,239.00
ELECTIONS	TRAINING	MATERIALS & SUPPLIES	\$544.00
ELECTIONS	POSTAGE	MATERIALS & SUPPLIES	\$116.00
PUBLIC DEFENDER	FUEL	LAW LIBRARY	\$400.00
PUBLIC DEFENDER	ELECTRIC	LAW LIBRARY	\$145.00
COMMUNICATIONS	ELECTRIC	MAINTENANCE EQUIPMENT	\$140.00
COMMUNICATIONS	TELEPHONE	MAINTENANCE EQUIPMENT	\$150.00
DISTRICT ATTORNEY	EXTRADITION	LAW LIBRARY	\$80.00
ADULT PROBATION	MAINTENANCE EQUIP.	DRUG TESTING	\$260.00
COMMUNICATIONS	TRAINING	MAINTENANCE EQUIPMENT	\$99.00
TOTAL			\$5,883.00

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve the

final budget
transfers for the year 2012 as presented, the motion passed.

Roll Call vote:

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

Other Business:

Commissioner Brosius presented a letter of support for the Pennsylvania American Water (PAW) sewer extension project. A sewer extension from the existing PAW Clarion Wastewater system will extend along Greenville Pike and Stone House Road to the Strattanville Borough Boundary. No service will be requested within the Strattanville Borough Sewer system. The proposed extension territory would begin at the intersection of SR 322 and Pioneer Road and continue along 322 to the Clarion-Limestone School District, was included as part of the Act 537 Plan that was approved by Clarion Township, Clarion Borough, and Monroe Township and by the Pennsylvania Department of Environmental Protection.

On a motion made by Commissioner Campbell and second by Commissioner Faller to approve sending a letter of support to the Pennsylvania American Water as presented, the motion passed.

Public Questions and Answer Period:

There were no questions asked of the board at this time.

Adjournment:

On a motion made by Commissioner Faller and second by Commissioner Campbell to adjourn the meeting at 9:30 a.m., the motion passed.