

## Commissioner's Minutes October 25, 2011

### Those Present:

Steve Allison Greg Faller Ron Wilshire Randall Stahlman Jim McCognal Donna Reinsel  
Danielle Kunselman Rodney Sherman Scott Seeley Angi Keller Wayne Brosius  
Renee Wingard Brianna Kline

### Roll Call:

Commissioner Cyphert – present  
Commissioner Hartle – present  
Commissioner Reddinger – present

**Approval of the Agenda:** On a motion made by Commissioner Hartle to approve the agenda with one item added to other business; the TEFAP program management agreement for FY 2012-2016 that Kay Rupert had just received, and second by Commission Reddinger, the motion passed.

**Approval of the Minutes:** On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the minutes dated October 12, 2011 as presented, the motion passed.

### Correspondence:

- ❖ A letter dated September 14, 2011 from the Pennsylvania Emergency Management Agency (PEMA) notifying the county of the release of the grant monies from the FFY 2011 Emergency Management Performance Grant Program. Grant total: \$46,907.04.
- ❖ A letter dated October 3, 2011 from Pa Office of Child Development and Early Learning in regards to CCIS of Clarion/Jefferson Counties informing us of an adjustment of the County Subsidized Child Care Grant: Clarion received a decrease of (\$11,910.00) in TANF funds; Jefferson received a decrease of (\$3,469.82) in TANF funds
- ❖ A letter dated October 13, 2011 from Pennsylvania Department of Agriculture, Bureau of Food Distribution regarding 2012-2016 Program Management Agreement for the Emergency Food Assistance Program (TEFAP). The current agreement will be ending December 31, 2011.
- ❖ A letter dated October 13, 2011 from Pa office of Child Development and Early Learning regarding an additional decrease in the Subsidized Child Care Grant of (\$112,500) in Fund A-LI; Clarion received a decrease of (\$50,000.00); Jefferson received a decrease of (\$62,500.00)

### Announcements:

- ❖ Monday, October 31, 2011 – Clarion County Park will be closing for the season.
- ❖ Tuesday, November 1, 2011 – 9 am Commissioners Work Session, Commissioner's Conference Room
- ❖ Tuesday, November 8, 2011 – Election Day
- ❖ Tuesday, November 8, 2011 – 9 am Commissioners/Salary Board Meetings, Commissioner's Conference Room

**Public Concerns and Comments:** There are no concerns or comments at this time.

**Business:**

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the request to advertise as presented, the motion passed.

1. Approval of a request from Transportation to advertise for bids on a surplus vehicle. Ads to run for two weeks; Bids are available in the Office of the Commissioners and all bids due back no later than 4:00 pm on November 18, 2011 to the office of the Commissioners. Vehicle for bid: 2007 Dodge Minivan VIN# 1D4GP25E17B209940

**LEGAL NOTICE:**

**INVITATION FOR BID**

The Board of Clarion County Commissioners is issuing an invitation to bid surplus vehicles as listed below. Bids must be valid for 30 days. Bid submittal forms are available from 8:30 am to 4:30 pm. Monday through Friday in office of the Commissioners in the Clarion County Administrative Building at: 330 Main Street, 2<sup>nd</sup> Floor, Clarion, PA 16214.

Bids are due to the Chief Clerk in the Commissioners' Office, 330 Main Street, 2<sup>nd</sup> Floor, Clarion, PA 16214, **by 4:00 pm Friday, November 18, 2011**. Bids will be opened at the Commissioners' regular business meeting starting at 9:00 am on **Wednesday, November 23, 2011** in the Commissioners' Conference Room.

Details: 10% deposit is required with sealed bid. The county has the right to refuse all bids.

Vehicles will be shown by appointment only. For appointment or questions call Clarion County MH/MR 226-1080, ext. 540 between the hours of 8:30 am and 4:30 pm M-F. Please refer to the County website at [www.co.clarion.pa.us](http://www.co.clarion.pa.us) for more details.

**2007 Dodge Minivan VIN# 1D4GP25E17B209940**

**Roll Call Vote:**

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the Memorandum of Understanding as presented, the motion passed.

2. Approval of a Memorandum of Understanding for Act 22 Services between Clarion Co and the Prison Inmate Medical Cost Containment program (PIMCC); effective October 25, 2011

**Roll Call Vote:**

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the contract with Sara Seidle as presented, the motion passed.

3. Approval of a new contract for the office of Clarion County MH/MR with Sara Seidle for legal representation. Cost: Retainer: \$100.00/month Actual Representation Time: \$125.00/hour Effective: October 1, 2011 – June 30, 2012

**Roll Call Vote:**

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the amendment to the Open Flow contract as presented, the motion passed.

4. Approval of an amendment to the Open Flow Energy Contract Cost: Float rate + \$0.888/Dt; Term: Six (6) months from November 1, 2011 – April 30, 2012

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the contract renewal as presented, the motion passed.

5. Approval of a contract renewal for the Office of Emergency Services with Mobile Communication Services, Inc for antenna site lease at Clarion/I-80. Cost: \$2,343.20/month Effective: 53 months commencing August 1, 2011 and two (2) automatic renewal terms of 60 months each.

Discussion: Steve Allison asked a question regarding the percentage on the charges. Commissioner Cyphert stated it was down to 4% and the solicitor had been involved in helping them drop down the percentage from 5. Steve Allison stated it looked like 54% but Commissioner Cyphert stated there was a line through the 5 and it is to be at 4%.

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the contract as presented, the motion passed.

6. Approval of a contract for the County Local Emergency Planning Committee (LEPC) with the Department of Labor & Industry (L&I) for access and data sharing plus electronic filing.

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the agreement as presented, the motion passed.

7. Approval of an agreement with the Pennsylvania State Police, Bureau of Communications & Info CLEAN: JNET transition with the offices of Clarion County Children and Youth Services, Clarion County Sheriff's office, the office of the District Attorney, and Adult Probation Services.

Discussion: Commissioner Cyphert explained the offices listed would be accessing CLEAN directly and the PSP was removing the middle man.

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the refund as listed, the motion passed.

8. Approval of a refund of Real Estate Property Tax in Millcreek Township for year 2011 – amount: \$361.33

Roll Call Vote:

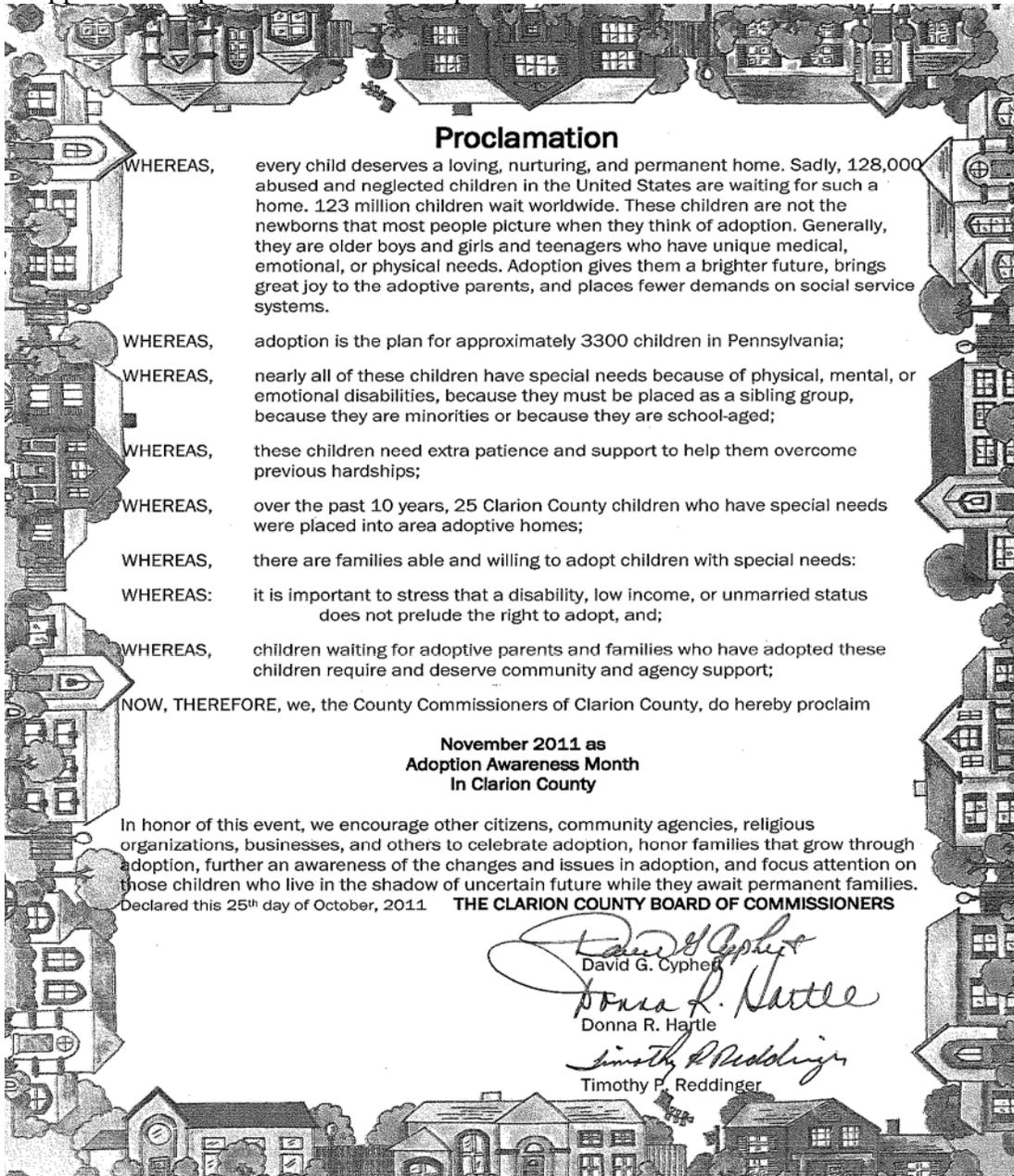
Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the proclamation as presented, the motion passed.

9. Approval of a proclamation for Adoption Awareness Month – November 2011



On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the general fund as presented, the motion passed.

10. Approval of the General Fund bills which includes all expenditures including those over \$300; dated October 11 through October 20 2011 Total: \$488,772.98

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

11. Budget Transfers dated October 11 through October 20, 2011 Total: \$44,922.34

October 11 to 20 , 2011			
CLARION COUNTY			
BUDGET TRANSFERS			
DEPARTMENT	FROM	TO	TOTAL
ELECTIONS	CONTRACTED MAINTENANCE	MATERIALS & SUPPLIES	\$1,000.00
JUVENILE PROBATION	TRAINING	TRAVEL	\$1,000.00
ADMINISTRATIVE BUILDING	MAINTENANCE EQUIPMENT	MAINTENANCE BUILDING	\$500.00
COUNTY BUILDING	SALARIES	MAINTENANCE BUILDING	\$500.00
COUNTY BUILDING	SALARIES	MATERIALS & SUPPLIES	\$1,000.00
COUNTY BUILDING	SALARIES	PARKS PART TIME SALARIES	\$5,000.00
INFORMATION & TECHNOLOGY	MEDICAL INSURANCE	MAINTENANCE COMPUTERS	\$1,500.00
PUBLIC DEFENDER	CONTINGENCY RESERVE	COURT APPOINTED	\$2,000.00
EMERGENCY MANAGEMENT	TRAINING	GASOLINE	\$200.00
EMERGENCY MANAGEMENT	TRAVEL	GASOLINE	\$200.00
SHERIFF	TRANSPORT EXPENSE	MAINTENANCE VEHICLES	\$38.74
SHERIFF	TRANSPORT EXPENSE	TRAVEL	\$54.70
COURT	COURT PROFESSIONAL SERVICES	COURT MEDIATION	\$3,000.00
COURT	COURT TRAVEL	DISTRICT COURT 18-3-01	\$100.00
HUMAN RESOURCES	CONTINGENCY RESERVE	PROFESSIONAL SERVICES	\$27,500.00
SHERIFF	TRANSPORT EXPENSE	MAINTENANCE VEHICLES	\$1,318.90
SHERIFF	TRANSPORT EXPENSE	DUES	\$10.00
TOTAL			\$44,922.34

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

**Other Business:**

Commissioner Hartle presented other business for approval at this time. “Due to the time constraint and Kay Rupert just received this agreement for the TEFAP Program Management agreement and it needs to be approved as Second Harvest is our distributor.”

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the agreement as presented, the motion passed.

1. Approval of the Program Management Agreement for The Emergency Food Assistance Program (TEFAP) from PA Department of Agriculture, Bureau of Food Distribution and the County of Clarion. Term: January 1, 2012 – September 30, 2012.

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger - yes

**Questions and Answer Period:** There are no questions at this time

**Adjournment:** On a motion made by Commissioner Hartle and second by Commissioner Reddinger to adjourn at 9:09 am, the motion passed.