

## **Commissioner's Minutes** **December 22, 2011**

**Those Present:** Kay Rupert    Angi Keller    Brandi Stretavski    Scott Seeley    Butch Campbell  
Wayne Brosius    Theresa Snyder    Greg Faller    Jeff Hornberger    Donna Reinsel    Frank Stacy

### **Roll Call:**

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

### **Approval of the Agenda:**

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

**Approval of the Minutes:** On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the minutes dated December 13, 2011 as presented, the motion passed.

### **Correspondence:**

- ❖ A letter dated December 15, 2011 from National Fuel relating to (LIHEAP) Low Income Home Energy Assistance Program. Funds are significantly reduced from previous three years. It is critical for those eligible to apply early for financial assistance.
- ❖ A Letter dated November 22, 2011 from Pennsylvania Emergency Management Agency (PEMA) regarding funds in the amount of \$7,360.00 to be transferred to Clarion County under the FFY 2011 Hazardous Materials Emergency Preparedness (HMEP) Training Grant.

### **Announcements:**

- ❖ Friday, December 23 – 26, 2011 – The County offices will be closed in observance of Christmas.
- ❖ Friday, December 30, 2011 – The County offices will be closed in observance of the New Year
- ❖ Monday, January 2, 2012, 10 am – Swearing in of newly elected officials, Courtroom One, Clarion Courthouse
- ❖ Monday, January 2, 2012, 1pm – Reorganizational Meeting, Commissioners Conference Room
- ❖ Tuesday, January 3, 2012, 9 am – Work Session, Commissioners Conference Room
- ❖ Wednesday, January 11, 2012 – Commissioner/Salary Board Meetings, Commissioners Conference Room

Commissioner Cyphert asked if there were any other announcements at this time Commissioner Hartle stated “We received a notification from the Office of Emergency Services from Mike Rearick that Danielle Kunselman was to be given an award from the Department of Defense. This was happening at this time and unfortunately the Commissioners meeting was also in session. This is all the information they have at this time. Commissioners congratulated Danielle Kunselman.

### **Public Concerns and Comments:**

Angie Keller asked what Danielle's position was. Commissioner Hartle stated “911 Coordinator.”

**Business:**

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

1. Adoption of the 2012 Clarion County General Fund Budget

Discussion: Commissioner Cyphert stated the budget will be available for reviewing and downloading if you wanted a copy online at the County's website today.

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 acceptance as presented, the motion passed.

2. Approval of the acceptance of the 911 Conventional P25 Capable UHF Police Simulcast Radio System and release of the Federal Insurance Contract bond

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 settlement as presented, the motion passed.

3. Approval of Tax Assessment settlement with tax payer in Paint Township

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 dissolving the sick bank as presented, the motion passed.

4. Approval to dissolve the "Sick Bank" and credit those current employees with sick days previously donated.

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 holiday schedule as presented, the motion passed.

5. Approval of the 2012 Clarion County Holiday Schedule

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 audit as presented, the motion passed.

6. Approval of the Triennial Audit of the wireless, wireline, and VoIP funding accounts for years 2009, 2010, and 2011. Cost is to be paid out of the three (3) accounts and no General Fund dollars expended.

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 purchase as presented, the motion passed.

7. Approval of the decision by the Board of Inspectors' on December 16, 2011 meeting to purchase a boiler from Kahle Plumbing & Heating – Cost \$8,947.30 (no tax will be included in cost as listed on quote.)

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 pending final review by the solicitor, the motion passed.

8. Approval of a new contract with Local 538 UMW (Court Related Offices) subject to the Solicitor's approval of the final contract language and wage charts.

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 pending final review by the solicitor, the motion passed.

9. Approval of a new contract with UMW AFL/CIO (Adult/Juvenile Probation) subject to the Solicitor's approval of the final contract language and wage charts.

Discussion: Commissioner Cyphert stated, the contracts remained about the same as the last contract. The language was revised to direct the employees that are terminated back to the Courts for an appeal if they so choose.

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 Verizon as presented, the motion passed.

10. Approval of a new contract with Verizon and Information Technology to attach cable to 17 poles. Cost: \$85.00//annually. Term: 1 year.

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.

11. Approval of a contract renewal with Cost Management Plus, Inc., for Prison Inmate Medical Cost Containment (PIMCC) with a 2% credit off last year's renewal rate. Effective December 2011. Annual renewal rate: \$10,541.00

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 renewals as presented, the motion passed.

12. Approval of a contract renewal for the County Planning Commission and the County Department of Planning and Development with:

- Kevin L. Reichard for County Engineering Services for the year 2012. Contracted flat rate of \$40.00/hour. Effective: January 2, 2012
- John F. Marshall for solicitor services. Fee: \$110.00/hour Effective: FY January 1, 2012 through December 31, 2012

Roll C all 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.

13. Approval of a contract renewal for County Buildings and Grounds with TruGreen for lawn care at Clarion County Veteran's Memorial Park. Cost: Spring - \$262.50 // Fall - \$1,112.00

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 appointments as presented, the motion passed.

14. Approval of appointments to the Clarion County Airport Authority for a three (3) year term to expire on December 31, 2014
  - Re – Appointment of Donald B. Cumpston, Clarion PA
  - Re – Appointment of John F. Marshall, Shippenville PA
  - Appointment of David G. Cyphert, Sligo PA

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

15. Approval of the General Fund bills which includes all expenditures including those over \$300; dated December 13, 2011 through December 19, 2011 Total: \$218,251.50

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 transfers as presented, the motion passed.

16. Budget Transfers dated December 10, 2011 through December 20, 2011 Total: \$46,767.68

DEPARTMENT	FROM	TO	TOTAL
TREASURER	MATERIALS & SUPPLIES	PART-TIME WAGES	\$235.00
TREASURER	TRAVEL	FULL TIME WAGES	\$508.20
TREASURER	MATERIALS & SUPPLIES	FULL TIME WAGES	\$28.80
REGISTER & RECORDER	ADVERTISING	MATERIALS & SUPPLIES	\$450.00
SHERIFF	TRANSPORT EXPENSE	MATERIALS & SUPPLIES	\$90.59
SHERIFF	POSTAGE	MATERIALS & SUPPLIES	\$3.94
SHERIFF	CONTINGENCY RESERVE	MATERIALS & SUPPLIES	\$690.00
SHERIFF	CONTINGENCY RESERVE	VEHICLE MAINTENANCE	\$1,533.27
SHERIFF	UNIFORM EXPENSE	MATERIALS & SUPPLIES	\$47.78
SHERIFF	TRAINING EXPENSE	MATERIALS & SUPPLIES	\$1,020.67
SHERIFF	POSTAGE	MATERIALS & SUPPLIES	\$493.98
SHERIFF	UNIFORM EXPENSE	VEHICLE MAINTENANCE	\$1,338.46
COUNTY BUILDINGS	UTILITIES FUEL	ELECTRIC	\$78.00
COUNTY BUILDINGS	UTILITIES FUEL	BUILDING MAINTENANCE	\$183.00
COUNTY BUILDINGS	UTILITIES FUEL	MATERIALS & SUPPLIES	\$389.00
COMMUNICATIONS	TRAINING EXPENSE	TELEPHONE	\$5,000.00
EMERGENCY MANAGEMENT	MAINTENANCE EQUIPMENT	GASOLINE EXPENSE	\$350.00
SHERIFF	CONTINGENCY RESERVE	VEHICLE MAINTENANCE	\$50.00
CORRECTIONS	ADVERTISING	MATERIALS & SUPPLIES	\$400.00
CORRECTIONS	TRAINING EXPENSE	WATER/SEWAGE	\$3,923.17
CORRECTIONS	CONTRACTED MAINTENANCE	ELECTRIC	\$801.00
PUBLIC DEFENDER	CONTINGENCY RESERVE	COURT APPOINTED	\$1,000.00
TREASURER	CONTINGENCY RESERVE	HEALTH SAVINGS ACCOUNT	\$10,000.00
GIS	TRAVEL	MATERIALS & SUPPLIES	\$1,576.82
COMMISSIONERS	TRAINING EXPENSE	TRAVEL EXPENSE	\$160.00
MISC. GOVERNMENT	CONTINGENCY RESERVE	PROFESSIONAL SERVICES	\$5,634.00
CORRECTIONS	MEDICAL	CONSULTANTS	\$7,500.00
SHERIFF	CONTINGENCY RESERVE	VEHICLE MAINTENANCE	\$50.00
COURTS	MEDIATION/ARBITRATION	MATERIALS & SUPPLIES	\$200.00
COURTS	MEDIATION/ARBITRATION	COURT APPOINTED	\$500.00
ADULT PROBATION	POSTAGE	TRAVEL EXPENSE	\$500.00
ADULT PROBATION	MAINTENANCE EQUIPMENT	MATERIALS & SUPPLIES	\$200.00
ADULT PROBATION	DRUG TESTING	VEHICLE MAINTENANCE	\$250.00
JUVENILE PROBATION	POSTAGE	TRAVEL EXPENSE	\$300.00
JUVENILE PROBATION	MAINTENANCE EQUIPMENT	MATERIALS & SUPPLIES	\$300.00
DISTRICT COURT 18-3-01	POSTAGE	CONSTABLE FEES	\$450.00
DISTRICT COURT 18-3-01	POSTAGE	MAINTENANCE EQUIPMENT	\$30.00
DISTRICT COURT 18-3-03	MAINTENANCE EQUIPMENT	TRAVEL EXPENSE	\$100.00
DISTRICT COURT 18-3-04	MATERIALS & SUPPLIES	MAINTENANCE EQUIPMENT	\$5.00
ASSESSMENT	BOARD OF APPEALS	TRAINING	\$90.00
ASSESSMENT	BOARD OF APPEALS	TRAVEL EXPENSE	\$107.00
COUNTY BUILDINGS	MAINTENANCE EQUIPMENT	MAINTENANCE BUILDINGS	\$200.00
TOTAL			\$46,767.68

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

**Other Business:**

Commissioner Hartle presented transitional booklets for each of the new Commissioners. We have been compiling this information for a long time and to get you started come January 2. Commissioner Cyphert stated “We wish the new board well,. Commissioner-Elect Butch Campbell stated “We thank you for everything. You have helped make this transition smooth, inviting us to meetings and it will all help make this an easier transition for us.”

**Questions and Answer Period:**

Angi Keller asked how much of the SGA money was spent out of the \$25,000.00, Donna Reinsel stated only about 13,000.00 Commissioner Cyphert stated, the \$25,000 was worse case scenario and it wasn't that bad.

**Adjournment:**

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to adjourn the meeting at 9:17 am, the motion passed.