

Commissioner's Minutes September 27, 2011

Those Present:

Donna Keller	Greg Faller	Rodney Sherman	Ron Wilshire	Jim McConnell
Donna Reinsel	Kay Rupert	Danielle Kunselman	Wayne Brosius	Butch Campbell
Angi Keller	Steve Allison	Theresa Snyder	Patricia Sears	Frank Stacy

Roll Call:

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

Approval of the Agenda: On a motion made by Commissioner Reddinger and second by Commissioner Hartle 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 September 13, 2011 as presented, the motion passed.

Correspondence:

- ❖ Memo dated September 13, 2011 from Brinda Penyak of CCAP announcing instruction for immediate steps to prepare for the Implementation of Inmate Medical Provisions from Act 22, 2011. No action will be taken at this time until more information is received. Commissioner Hartle stated “We have received more information but no we are still not able to take action at this time.”
- ❖ Email dated September 14, 2011 from Doug Hill, Executive Director of CCAP sharing important Hurricane Irene & Tropical Storm Lee Disaster Assistance Information at the request of PEMA.
- ❖ A letter dated September 15, 2011 from Pennsylvania Emergency Management Agency (PEMA) announcing Clarion County has been approved for funding from the State Fiscal Year (SFY) 2011-12 Act 165, Hazardous Material Response Fund in the amount of \$8,052.00.

Announcements:

- ❖ Friday – Sunday, September 30 – October 9, 2011 Autumn Leaf Festival, Clarion
- ❖ Tuesday, October 4, 2011 – 9 am Work Session, Commissioner's Conference Room.
- ❖ Friday, October 7, 2011 – Offices will be closed for ALF's Crafter's Day
- ❖ Tuesday, October 11, 2011 Commissioners will be at North West County Commissioners Association Meeting
- ❖ Wednesday, October 12, 2011 – 9 am Commissioners/Salary Board Meeting, Commissioner's Conference Room.

Public Concerns and Comments: Greg Faller stated “would it be possible to table item number 5 for a later meeting or until after the November elections so the new Commissioners will be able to determine if this is something they want to spend money on?” Ron Wilshire asked “Is the Accounting office qualified to handle this project?” Commissioner Hartle stated, “We can go over that information after the meeting with all candidates.”

Business:

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

1. Approval of Resolution #12 of 2011 – Authorizing and directing the signing of the Agility Agreement between the Department of Transportation and the Clarion County Sheriff – Sheriff Rex Munsee.



RESOLUTION #12 OF 2011

BE IT RESOLVED, by the authority of the Clarion County Commissioners of the Clarion County Sheriff, Clarion County, and it is hereby resolved by authority of the same, that the Sheriff Rex Munsee of said Partner be authorized and directed to sign the attached Agreement or Amendment on its behalf.

Clarion County Sheriff Rex Munsee
(Name of Partner)

Board of Clarion County Commissioners

David G. Cyphert
David G. Cyphert, Chair
Donna R. Hartle
Donna R. Hartle
Timothy P. Reddinger
Timothy P. Reddinger

ATTEST:

Sharon D. Roxbury
Sharon D. Roxbury,
Chief Clerk/County Administrator

I, Sharon D. Roxbury, Chief Clerk/County Administrator of the Clarion County Commissioners and the Clarion County Sheriff, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Clarion County Commissioners held the 27th of September, 2011.

Date: 9/27/2011

Sharon D. Roxbury

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

2. Approval of the Agility Agreement between PennDOT and The County Sheriff for the exchange of services. Term: 5 yrs with 3 year renewal option. Effective: Grant Approval

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

3. Approval of Resolution #13 of 2011 – 2011 Community Development Block Grant Application. Discussion: Commissioner Hartle “This money comes from the Federal government down to the State then to the Counties. There is a list of items we must check off and this is one of those items.”



**COUNTY OF CLARION RESOLUTION NO. 13 OF 2011
RESOLUTION OF APPROVAL
2011 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

WHEREAS, Act 179 of 1984 established the Pennsylvania Community Development Block Grant (CDBG) Entitlement Program to financially assist municipalities with a number of community development needs principally benefitting low and moderate-income (LMI) citizens; and

WHEREAS, Clarion County proposes to utilize 18% of its FFY 2011 CDBG entitlement grant for program administration, leaving a balance of 82% for a wide range of eligible projects and activities; and

WHEREAS, the projects contained in this CDBG Application address needs identified in the Three-Year Community Development Plan and principally benefit low and moderate-income persons; and

WHEREAS, a Final Synopsis was published on September 15, 2011 identifying the projects and activities to be undertaken with the County's FFY 2011 CDBG Entitlement funds, and this CDBG Application has been prepared and made available for public inspection in accordance with this Final Synopsis; and

WHEREAS, the County of Clarion certifies its compliance with the requirements contained in the "Statement of Assurances" included herewith as part of this Application; and

WHEREAS, pursuant to the "Statement of Assurances," the County has, among other actions, complied with the following CDBG requirements;

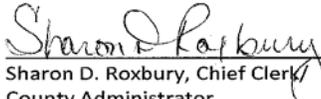
1. Has conducted public hearings pursuant to public notices as required to satisfy the CDBG citizen participation process by publishing the Preliminary and Final Synopses of the FFY 2011 CDBG Application and has provided for public review and comment on this application.
2. Has published the required Fair Housing Notice and has designated Twila Rifenberrick as the County's Fair Housing Officer.
3. Has developed a Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) Plan and MBE/WBE Goals for FFY 2011, which are attached hereto and included as part of this Application; and
4. Has designated Twila Rifenberrick to serve as the County's official representative for this Application.



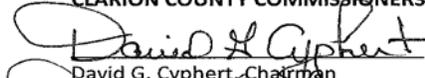
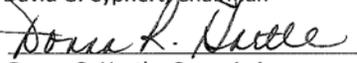
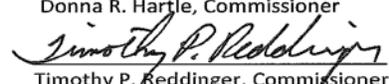
NOW, THEREFORE, BE IT RESOLVED, that the Board of Clarion County Commissioners does hereby approve this FFY 2011 Community Development Block Grant Application, and furthermore, directs that this Application be submitted to the Pennsylvania Department of Community and Economic Development (DCED) according to the deadline established by DCED.

Adopted this 27th day of September, 2011.

ATTEST:


Sharon D. Roxbury, Chief Clerk/
County Administrator

**BOARD OF
CLARION COUNTY COMMISSIONERS**


David G. Cyphert, Chairman

Donna R. Hartle, Commissioner

Timothy P. Reddinger, Commissioner

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

4. Approval of a new agreement for the office of Office of Emergency Service with MCM Consulting Group for various current and future projects. Cost: not to exceed \$5,196.00/month
Terms: November 23, 2011 and continues for 19 months. Effective: September 27, 2011.

Discussion: Commissioner Hartle "We currently have four (4) different projects going on; 2 federal grants, one finishing and one about to start. We also have 2 different projects for phone system and requirements from PEMA that we must meet. MCM will be able to assist us with completing these projects.

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

5. Approval of a new agreement for the County of Clarion with Susquehanna Group Advisors, Inc (SGA) for GASB 54 compliance and set up of the 2012 Budget incorporating the new guidelines. Cost: Supervising Consultant - \$150.00/hour Director - \$185.00/hr not to exceed \$25,000 plus out of pocket expenses. Terms: To cover period from September 1, 2011 through December 31, 2011 with an option for the County to extend at anytime. Effective: September 27, 2011

Discussion: Commissioner Hartle "In regards to GASB 54, we have a requirement for financial compliance from the State for the 2012 fiscal year's general budget and for any audit issues."

Commissioner Reddinger: "We have made substantial changes in accounting. We have gone from a staff of five (5) to a staff of three (3). We have implemented new software, new procedures, we want to ensure continuity and we want to ensure the system is set up and going for the new Commissioners."

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

6. Approval of a new Security Systems Maintenance agreement for the County of Clarion with MVS Security Services for annual maintenance, inspections, and testing of security system and cameras at the Courthouse and Administrative Buildings. Cost for Maintenance: Courthouse: \$800.00/annually Administrative Building: \$400.00/annually. Travel: \$150.00// Technician Fee: \$50.00/per hr per technician once on site to perform repairs/replacements if needed. Any equipment deemed to be in need of repair or replacement will be billed separately from this agreement. Term: 3 year contract with auto-renewal every 3 years. Effective September 27, 2011

Discussion: Commissioner Hartle stated "Part of the reason why we have implemented security with MVS is we spoke to Courts regarding security to ensure everyone's safety. We have spent money on equipment and installation so it only behooves us that we have a maintenance agreement to ensure the equipment and service is maintained.

Roll Call Vote:

Commissioner Cyphert – absent

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.

7. Approval of a contract renewal for Clarion County Human Services Homeless Assistance Program with SAFE for Bridge House Services. Cost: \$59,779 Effective: FY 10-11

Roll Call Vote:

Commissioner Cyphert – absent

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.

8. Approval of a contract renewal for Clarion County Children and Youth Services FY 11-12 with:

- The Bair Foundation of PA
 - Therapeutic Foster Care Rate: \$58.44/day
 - Supervised Visitation w/Parenting Instructions Rate: \$40.00/hr
 - Supervised Visitation w/Homemaking Instructions Rate: \$45.00/hr
 - Individual Parenting Instruction Rate: \$40.00/hr
- Keystone Adolescent Center
 - Keystone Adoles Center – males Rate: \$149.00/day
 - Keystone Education Center Rate: \$149.00/day
 - Keystone Resid Center – females Rate: \$159.00/day
 - Transitional Living – female Rate: \$140.00/day
 - Shelter Care – females Rate: \$159.00/day
 - Foster Care Rate: \$75.00/day
 - Transitional Living – male Rate: \$130.00/day

Discussion: Commissioner Hartle stated “As in the past, in order to be reimbursed by the state for the services, we need to have a contract in place.”

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

9. Approval of a proposal from DJ’s Floor Cleaning Service for the Courthouse, to include stairways, basement floors, bathroom floors and coat wax. Cost: \$1,100.00

Discussion: Commissioner Hartle “we do this service once a year or every other year for maintenance at the courthouse.”

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

10. Approval of a renewal application for the Byrne Justice Assistance Grant Program between the Clarion County Sheriff’s Office and the Pennsylvania Commissioner on Crime and Delinquency (PCCD) for the Courthouse security. Amount: \$113,075.00 FY: 11-12.

Discussion: Commissioner Hartle “If you go to the Courthouse, you know that we have two dedicated deputies there everyday. This grant will assist with wages, fringes, incidentals, and training.”

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

11. Approval of the Justice Assistance Grant (JAG):

- Waiver Description. Required to participate in the Youth Level of Service risk need assessment project.
- Local Jurisdiction Waiver. Required to apply for the use of the JAG funding to have master trainers to assist with youth level needs of service.

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

12. Approval of the Homeless Assistance Program Assurance of Compliance and the revised Pre-Expenditure Budget FY 2011-12. This was previously approved at a regular Commissioner’s meeting on July 13, 2011.

Discussion: Commissioner Hartle “It seems as if each and every meeting Kay Rupert gives us news of a new amount then they deduct some new amount.”

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

13. Approval of a Proclamation declaring the month of October as Domestic Violence Awareness Month in Clarion County.

Discussion: Commissioner Hartle:”Clarion County is honored to be part of the Domestic Violence Awareness Month. We feel this is a vital program and unfortunately this is something that does happen within the borders of our County.”



PROCLAMATION

- Whereas:** Domestic violence is a serious crime that affects people of all races, ages, income levels, and sexes;
- Whereas:** The crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to the systematic use of physical, emotional, sexual, psychological, and economic control or abuse;
- Whereas:** One out of every four American women report that they have been physically abused by a husband or boyfriend at some point in their lives and that 381 people in Clarion County requested services for domestic violence between July of 2010 and June of 2011;
- Whereas:** In one year alone, 60 Clarion County women and children sought emergency domestic violence shelter for 1,272 nights.
- Whereas:** About fifty percent of the men who frequently assault their wives also frequently abuse their children, and forty percent of teenage girls age 14 to 17 report knowing someone their age who has been hit or beaten by a boyfriend;
- Whereas:** The total health care cost of family violence is estimated in the hundreds of millions each year;
- Whereas:** Only a coordinated community effort will put a stop to this heinous crime;

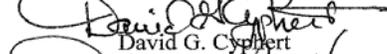
Now, Therefore, We, the Clarion County Commissioners, on this 27th day of September, 2011 recognize the important work done by domestic violence programs and in recognition of the Silent Witness Initiative we hereby proclaim the month of **October, 2011**

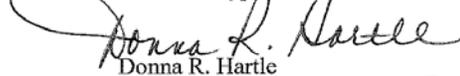
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DOMESTIC VIOLENCE AWARENESS MONTH IN CLARION COUNTY

And urge all citizens to actively participate in programs sponsored by SAFE to work toward the elimination and institutional violence against women.

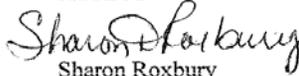
THE CLARION COUNTY COMMISSIONERS


David G. Cyphert


Donna R. Hartle


Timothy P. Reddinger

ATTEST:


Sharon Roxbury
Chief Clerk/ County Administrator

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

14. Approval of a request submitted by:

- Debi Kaltenback on behalf of Stop Abuse For Everyone (SAFE) to display the Silent Witness in the main lobby at the courthouse from October 10 – 14, 2011 in honor of Domestic Violence Awareness Month.
- Ashlee Dykes for use of the gazebo in Memorial Park for her wedding ceremony on November 11, 2011 at 11:00 PM.

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to accept the donation and placement of the monument as presented, the motion passed.

15. Approval of the donation and placement of a monument for the Clarion County Veterans Memorial Park donated by Clarion Monuments, Inc of Clarion, PA.

Discussion: Commissioner Hartle “The County had been approached regarding efforts that were being put together for a sign. The Clarion Monuments Inc., was working on a sign that they wanted to donate with no cost to the county for Memorial Park.”

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

16. Approval of the General Fund bills which includes all expenditures including those over \$300; dated September 9 through September 23, 2011 Total: \$629,772.32

Roll Call Vote:

Commissioner Cyphert – absent

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.

17. Budget Transfers dated September 9 through September 23, 2011 Total:\$10,000.00

September 9 to 23 , 2011			
CLARION COUNTY			
BUDGET TRANSFERS			
DEPARTMENT	FROM	TO	TOTAL
HUMAN SERVICE BUILDING	INSURANCE EXPENSE	HS BLD. MAINTENANCE EQUIPMENT	\$3,000.00
INFORMATION & TECHNOLOGY	CONTIGENCY RESERVE	MAINTENANCE COMPUTER	\$6,800.00
ADMINISTRATIVE BUILDING	MAINTENANCE EQUIPMENT	MAINTENANCE BUILDINGS	\$200.00
TOTAL			\$10,000.00

Roll Call Vote:

Commissioner Cyphert – absent

Commissioner Hartle – yes

Commissioner Reddinger – yes

Other Business: There is no other business at this time.

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 9:18 am, the motion passed.