

Commissioner's Minutes
March 22, 2011

Those Present:

Kay Rupert	Frank Stacy	Ryan Barrett	Greg Faller	Angi Keller
Donna Reinsel	Randall Stahlman	Danielle Kunselman	Steve Allison	

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 with the additions of Crabtree, Rohrbaugh proposal and Natural Sand Company quote under other business. The motion passed.

Approval of the Minutes: On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the minutes dated March 8, 2011 as presented, the motion passed.

Correspondence:

- ❖ Red Cross flyer regarding supporting the local Red Cross chapter with spare change. The collection is the Coinstar at the Clarion Wal – Mart.
- ❖ CCAP budget update: Human Service budget needs to be maintained. Items seen listed on DPW budget funding streams for here in Clarion. The Commissioners will be traveling to Harrisburg in April regarding the funding cuts.
- ❖ A Proclamation nominating Bob Smith as Outstanding Employee.

Commissioner Cyphert also stated the VFW is still taking donations for the military that are overseas and if any one wanted to make a donation, please contact Don Montgomery at the VFW.

Commissioner Hartle stated the Transportation project was continuing with MTM contract. All documents have been sent to PennDot and the transfer of Transportation Services will be completed by April 1, 2011.

Announcements:

- ❖ Saturday – Tuesday, March 27 – 29, 2011 - County Commissioners Association (CCAP) Spring Conference in Harrisburg.
- ❖ Wednesday, March 30, 2011 – 9:00a.m. - Work Session
- ❖ Tuesday, April 5, 2011 – 9:00a.m. – Work Session
- ❖ Tuesday, April 12, 2011 – 9:00a.m. – Clarion County will host the Northwest County Commissioners Association meeting.
- ❖ Wednesday, April 13, 2011 – 9:00a.m. – Commissioners/Salary Board meeting

Public Concerns and Comments: There were no public concerns or comments at the time.

Business:

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve new Software License Agreement for County Elections Office as presented, the motion passed.

1. Approval of new Software License Agreement for County Elections Office with Dominion Voting Systems, Inc. - FY: 2011. Cost: \$15,015.00. Effective date: January 1, 2011.

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 a new contract with MVS Security Services for security hardware as presented, the motion passed.

2. Approval of a new contract for Office of Emergency Services with MVS Security Services to upgrade the existing door access system to function with Windows 7 computer system. Cost: \$909.42. Effective: March 22, 2011.

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 a contract amendment with Arc of Clarion as presented the motion passed.

- 3. Approval of a contract amendment for MH Administration with the Arc of Clarion for Respite Services. Effective: 3/1/2011 – 6/30/2011. Cost: \$1,000.00

The amount of this contract is being reduced from \$5,000.00 to \$1000.00 so that other providers can be contracted to provide respite services other than the Arc. The entire State allocation for respite services had been initially given to the Arc, however, staff have requested respite services be provided by other providers, therefore, the reduction in the contract is necessary.

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.

- 4. Approval of a Proclamation for Passages declaring April as “Sexual Assault Awareness Month”

Discussion: Commissioner Cyphert asked Diane Kuntz who stated this year’s theme is “engaging bystanders”. Diane also stated Passages has been serving Clarion County for 30 years and appreciates the support.



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.

- 5. Approval of a Proclamation for the Clarion County Lions Clubs declaring April as “Lion’s Awareness Month”



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.

6. Approval of a Proclamation for the Pennsylvania Osteopathic Medical Association declaring the week of April 17-23, 2011 as “National Osteopathic Medicine Week”



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 items 7 and 8 on the agenda as presented, the motion passed.

7. Approval of a request submitted by Clara Belloit on behalf of the Clarion Ministerium for the use of the Memorial Park Gazebo for the Good Friday Cross Walk on April 22, 2011 from 1:30 p.m. until 2:30p.m.
8. Approval of a request submitted by Clara Belloit on behalf of the Clarion Ministerium for the use of the Memorial Park Gazebo for the National Day of Prayer on Thursday, May 5, 2011 from 11:30a.m through 1:00p.m.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the request for use of the parking lot as presented, the motion passed.

9. Approval of a request submitted by Elise W. Deitz on behalf of the Clarion County Farmers Market for the use of the County Employee Parking Lot for the purpose of holding the Farmers’ market on Saturday mornings, 8:30 a.m. to 12:00 p.m. starting May 14, 2011 and ending October 29, 2011.

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

10. Approval of the General fund Bills dated March 5, 2011through March 17, 2011 totaling: \$528,027.03

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. Approval of Budget Transfers dated March 5, 2011 through March 17, 2011 totaling: \$180.00.

DEPARTMENT	FROM	TO	TOTAL
HUMAN RESOURCES	PUBLICATIONS & SUBSCRIPTIONS	DUES	\$180.00
TOTAL			\$180.00

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 county requisitions as presented, the motion passed.

12. Approval of county Requisitions dated March 4, 2011 through March 17, 2011 totaling: \$152,272.51.

DATE	REQ #	AMOUNT	DEPARTMENT	DESCRIPTION
3/4/11	75696	\$ 300.00	Children & Youth	guardian fees
	70177	\$ 1,870.00	MH Admin	equipment
3/7/11	70410	\$ 755.65	Communications Ctr 911	repair & maintenance
3/7/11	70477	\$ 500.00	Treasurer's Ofc	dues
3/7/11	70824	\$ 388.00	Tax Collector	tax collector exp
3/7/11	70707	\$ 500.00	Register & Recorder	assoc dues & exp
3/7/11	70706	\$ 500.00	Register & Recorder	assoc dues & exp
3/7/11	70405	\$ 1,521.98	Communications Ctr 911	tower rent
3/7/11	70409	\$ 7,611.50	Communications Ctr 911	contracted maint
3/7/11	70406	\$ 460.00	Communications Ctr 911	training
3/7/11	70411	\$ 2,047.93	Communications Ctr 911	contracted maint
3/7/11	70736	\$ 1,107.12	DJ 02 & 04, JPO, Courts	contracted maint
3/7/11	70729	\$ 696.58	Courts	materials & supplies
3/7/11	70796	\$ 742.90	Misc	trans - new admin build
3/7/11	71013	\$ 7,283.00	Misc	
3/7/11	70525	\$ 325.00	Dist Ct 18-3-02	supplies
3/7/11	70728	\$ 500.00	Courts	court appt counsel
3/7/11	70725	\$ 750.00	Courts	court appt counsel
3/7/11	70734	\$ 800.00	Courts	mediations
3/7/11	70724	\$ 662.50	Courts	p/t court reporter
3/8/11	77101	\$ 629.15	Aging	vehicle exp
3/8/11	75711	\$ 4,146.60	HAP	bridge house
3/9/11	70737	\$ 600.00	Courts	court appt counsel
3/9/11	70736	\$ 1,112.50	Courts	p/t court reporter
3/9/11	70614	\$ 10,363.30	APO	cl of courts pass thru
3/9/11	70613	\$ 1,920.00	APO	treatment court
3/9/11	81248	\$ 554.00	Juvenile Prob	supplies
3/9/11	81249	\$ 526.29	Juvenile Prob	travel
3/9/11	70416	\$ 317.74	Communications Ctr 911	contracted maint
3/9/11	70962	\$ 1,480.65	Jury Comm	ins ref
3/9/11	71115	\$ 4,693.46	Admin Building	trans - new admin build
3/9/11	70787	\$ 440.62	Sheriff	repair & maintenance
3/9/11	70684	\$ 412.20	Co Corrections	maint
3/9/11	70663	\$ 5,572.41	Co Corrections	medical
3/9/11	70687	\$ 677.68	Co Corrections	food
3/9/11	70685	\$ 2,717.64	Co Corrections	food
3/9/11	70688	\$ 594.66	Co Corrections	food
3/9/11	70995	\$ 657.50	Pub Defender	court appt counsel
3/9/11	70994	\$ 3,697.72	Pub Defender	court appt counsel
3/9/11	70996	\$ 1,103.60	Pub Defender	court appt counsel
3/10/11	75716	\$ 600.00	Children & Youth	guardian fees
3/10/11	75717	\$ 5,524.47	Children & Youth	client assistance
3/10/11	70776	\$ 750.00	Human Resource	deductible
3/10/11	70417	\$ 516.00	Communications Ctr 911	maint
3/10/11	71009	\$ 699.88	Treasurer's Ofc	transition
3/10/11	70193	\$ 3,107.05	HS building	maint
3/10/11	70708	\$ 924.00	Register & Recorder	contracted maint
3/10/11	71015	\$ 15,474.00	Misc	admin building expense
3/10/11	70791	\$ 350.00	Sheriff	vehicle exp

3/10/11	77100	\$	440.00	Aging	postage
3/10/11	60151	\$	1,145.60	Transportation	vehicle exp
3/10/11	60155	\$	494.00	Transportation	office equip
3/10/11	60154	\$	857.65	Transportation	vehicle exp
3/10/11	60152	\$	751.40	Transportation	vehicle exp
3/10/11	60140	\$	720.74	Transportation	radio main
3/14/11	75720	\$	320.00	Children & Youth	personal care cost
3/14/11	757718	\$	469.20	Children & Youth	educ & rec supplies
3/15/11	75724	\$	490.50	HSDf	emerg shelter
3/16/11	71129	\$	806.20	Communications Ctr 911	uniforms
3/16/11	71120	\$	975.00	Vet Affairs	flags & markers
3/16/11	70194	\$	540.00	Human Service buildings	supplies
3/16/11	71017	\$	10,316.00	Misc	fac improv
3/16/11	71019	\$	5,850.00	Misc	fac improv
3/16/11	71304	\$	559.98	IT Dept	trans - new admin build
3/16/11	70700	\$	1,807.68	Co Corrections	food
3/16/11	70420	\$	5,158.71	Communications Ctr 911	contracted maint
3/16/11	71010	\$	1,132.69	Treasurer's Ofc	MDJ pass thru
3/16/11	71249	\$	399.52	Treasurer's Ofc	tax collector exp
3/16/11	70617	\$	1,003.83	Adult Prob	treatment court
3/16/11	70618	\$	1,573.00	Adult Prob	treatment court
3/16/11	70616	\$	325.00	Adult Prob	supplies
3/16/11	70243	\$	595.00	Planning	comp maint
3/16/11	70998	\$	500.00	Pub Defender	dues
3/16/11	71247	\$	619.30	Park	fuel
3/16/11	71225	\$	750.00	Human Resources	misc ins
3/16/11	70694	\$	672.87	Co Corrections	medical
3/16/11	70689	\$	601.45	Co Corrections	medical
3/16/11	80375	\$	443.40	DJ 03	postage
3/16/11	81516	\$	443.40	DJ 01	postage
3/16/11	81145	\$	1,562.50	Domestic Relations	legal services
3/16/11	81142	\$	477.18	Domestic Relations	JCP fee
3/16/11	71128	\$	7,400.00	Communications Ctr 911	contracted maint
3/16/11	70744	\$	300.00	Courts	court appt counsel
3/16/11	70743	\$	349.25	Courts	court appt counsel
3/16/11	70742	\$	400.00	Courts	mediations
3/17/11	75729	\$	1,536.18	Children & Youth	travel
Total			\$ 152,272.51		

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

Other Business:

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to accept a proposal from Crabtree, Rohrbaugh & Associates for a Facility Study of the Clarion County Courthouse, CRA Project # 2403. The amounts as listed \$2,640 for the asbestos & lead based paint survey by Allegheny Mountain Research; \$3,840 for MEP engineering services by Centerpoint Engineering; \$3,500 for architectural by Crabtree Rohrbaugh & Associates for a total of \$9,980

Discussion: There are three items to be discussed. One is for the architectural structure, one for the engineering services and the third is for core sampling of asbestos and lead based paint survey. The reason for the proposal was to make sure the Courthouse was safe before making any changes. The core sampling would take samples throughout the Courthouse to see if there was any asbestos or lead paint issues before any changes were made to any of the offices. Jefferson County had a problem due to asbestos and the whole room had to be quarantined and closed for repairs. Commissioner Cyphert stated they wanted to avoid that kind of issue. Steve Allison asked if the asbestos was found what would have to be done – Commissioner

Cyphert stated we would back off of the projects. Commissioner Reddinger stated” it’s best to do nothing, just encapsulate it and leave it alone. Studies have found you cause more damage and issues if you try and remove it.” It is best to seal it off and leave it alone. For example, if there was asbestos below the tile then you would not want to remove the tile but you could lay carpet over the tile to encapsulate it.

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 accept a quote from Natural Sand Company for 25 tons of infield mix at \$45/ton and 40 – 50 lb bags of drying agent at \$14.50/bag for a total of \$1,705 as presented, the motion passed.

Discussion: In the past the Clarion Area School District has split the cost with the county for a total of \$852.50 and we will be asking them to see if they will be splitting the cost.

Roll Call vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger - yes

Questions and Answer Period: There were no questions at this time.

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