

Commissioner's Minutes April 13, 2011

Those Present:

Brianna Kline Stephanie Wilshire Steve Allison Greg Faller
Frank Stacy Ryan Barrett

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 addition of a Proclamation 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 22, 2011 as presented, the motion passed.

Correspondence:

- ❖ Public Announcement: “National Take Back Initiative”. Saturday April 30, 2011 from 10:30-1:30 local law enforcement personnel will be accepting unused or expired medications at local drop off sites. Sponsored by: District Attorney Mark Aaron, Clarion Drug & Alcohol Services, and Clarion Borough PD. Drop off sites: Clarion Borough PD, Knox Borough PD, New Bethlehem PD, Rimersburg Senior Center, St. Petersburg Fire Hall, St. Joseph's Hall. Commissioner Cyphert stated “if you have expired medication or you are no longer using it – take that medication for disposal.” Commissioner Cyphert stated he is not aware of how it is being disposed of but it is being done. Steve Allison asked how was this being advertised as he had not heard of it before, and Commissioner Hartle stated “it is sponsored by the District Attorney Aaron who provided the information for the meeting. If anyone wanted any information, a copy of flyer would be available.”
- ❖ Letter dated March 25, 2011 from the PA Commission on Crime and Delinquency announcing cuts in the Victim's of Juvenile Offenses (VOJO) program funding. Governor Corbett's proposed budget eliminates VOJO. Other means of funding must now be found to continue with VOJO services.
- ❖ Letter dated March 30, 2011 from the US Census Bureau announcing they will be conducting the 2010 Census Count Question Resolution. This gives the designated representatives an opportunity to challenge the 2010 Census counts of housing units and group quarters.
- ❖ Letter dated March 31, 2011 from the Pa Commission on Crime and Delinquency announcing the approved application for federal Juvenile Accountability Block Grant funds. Project Period from 04/01/2011 through 03/31/2012 in the amount of \$10,000.00
- ❖ Clarion County Treasurer's Report dated March 1st thru 31st. Balance as of March 31, 2011 is \$945,736.99
- ❖ A letter dated April 5, 2011 from the Commonwealth of Pennsylvania Department of Aging. Informing the County of Clarion that the Pennsylvania Department of Aging had issued a final decision in favor of the redesignation of the Area Agency on Aging for the County of Clarion as Clarion County Area Agency on Aging, Inc. effective July 1, 2011. Commissioner Cyphert stated this is the state giving them their blessing for the privatization. Stephanie Wilshire stated this is the letter for privatization.

Announcements:

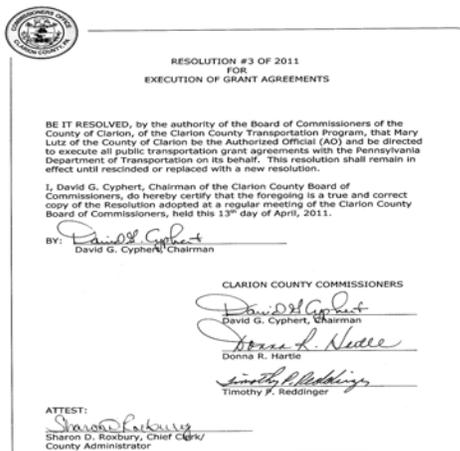
- ❖ Friday, April 15, 2011 – 9:00 am - Board of Inspector Meeting, Commissioner’s Conference Room
- ❖ Tuesday, April 19, 2011 – 9:00 am – Work Session
- ❖ Friday, April 22, 2011 – County Offices Closed in Observance of Good Friday
- ❖ Tuesday, April 26, 2011 – 9:00 am – Commissioner Meeting, Salary Board Meeting, and Retirement Meeting, Commissioner’s Conference Room

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

Business:

Commissioner Cyphert stated this Resolution was part of the transition of Transportation. The county transportation needs an oversight person, even though transportation has been moved the county is still overseeing things” Commissioner Reddinger stated “further, the county needs to have a person appointed to oversee and this resolution would create an appoint for them.” On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve Resolution #3 as presented, the motion passed.

1. Approval of Resolution #3 of 2011 – Authorizing the Submittal and Modification of Pennsylvania Department of Transportation Dot-Grant Objects



Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated "Commissioner Hartle has been on this project from the start, and she could explain it" Commissioner Hartle stated “The alliance and the county joined to buy land – the county did not use any county money, but for the grants it needed the county ‘tag’ and it was used and endorsed. The Alliance is alone on the project and the County is a supporter at this time. The County doesn’t need to be on any deeds – but the County has worked closely for 20 years and hopefully the county can continue the relationship.”

Steve Allison asked “What is Beaver Creek project?” Commissioner Hartle stated “It’s to purchase 800 acres of land and they work with The Fish and Boat Commission, DCNR, and the County. This is supported through the Federal Government and State Government to help create a water source. We have worked hard and had to get a dam or a reservoir which has a potential of collecting over a million gallons of water.”

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve Resolution #4 as presented, the motion passed.

2. Approval of Resolution #4 of 2011 – Assigning and conveying all of the lands comprising the Beaver Creek Project to the Alliance for Wetlands and Wildlife.



Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated “we spoke to the Office of Emergency Services and we can go to a two year contract, so that will be the change for this one, the cost to be \$6,300.00 for the two (2) year term. On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the contract for a two year term, the motion passed.

3. Approval of a new contract for Office of Emergency Services with Eaton Corporation for annual maintenance on master UPS unit in the Office of Emergency Services. Cost of \$3,500.00 Effective date of April 22, 2011

Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated “Matt Vereb has been taking care of the East Brady Outlook since the County acquired the property. His proposal is to save the county money – by using a treatment possibly two. On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the contract as presented, the motion passed.

4. Approval of a new contract between Clarion County and MV Property Care for clearing the overgrowth work at East Brady Outlook. Cost \$200.00 per treatment.

Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated “Fundware is outdated software and there are no new revisions or updates scheduled and the accounting software needs to be updated. And this contract will help accounting with the change over. Steve Allison asked “is there an estimated amount of time – how long will it take to change it – two to three weeks?” Commissioner Cyphert stated it take a long time. Commissioner Hartle stated “it is estimated for 15 hours of work.” Commissioner Reddinger stated “it needs to be done. The old software is no longer supported and this needs to be updated.” On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the contract as presented, the motion passed.

5. Approval of a new contract between Clarion County and Susquehanna Group Advisors, Inc (SAG) for consulting the change from Fundware to Accufund. Cost \$150.00 per hour plus out of pocket expenses. Effective date: April 13, 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 the contract as presented, the motion passed.

6. Approval of a new contract between Linda Miller and Clarion County MH/MR Administrative Entity for Special Instruction. Effective May 1, 2011 thru June 30, 2011. Cost \$27.99/unit

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 for both the Clarion County Courthouse and the Administrative Building, as presented, the motion passed.

7. Approval of a new rental agreement between Clarion County and Paris Uniform Services for mats of various sizes, dust mop and handles. Effective date April 13, 2011 Cost as listed in contract.

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. Commissioner Hartle stated “it may be a little less depending on how many boxes we use.”

8. Approval of an agreement between Clarion County and Kennedy Transfer Inc. for relocation of county offices. Cost \$6,468.80

Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated “if you do not know, we own a little bridge from Millcreek to the Fisher side about 50 to 60 feet long. The rails are deteriorating and falling off, we need to fix them. This money is from Liquid Fuels and not any county money. On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the quote as presented, the motion passed.

9. Approval of a quote from Green Acers Contracting for guardrail placement at the Millcreek Road Bridge. Cost \$6,770.00

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

Commissioner Cyphert stated “this is the written agreement for the county park’s ball fields. We have been splitting the cost with the Clarion Area School District and this is will make it formal for two years.”

The agreement states that any money to be spent over \$2,000.00 must go through both the Board of Commissioners and the School Board.” Commissioner Cyphert stated, “Pending the school board meeting, can I have a motion?” On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the agreement pending the school board meeting, as presented, the motion passed.

10. Approval of an agreement between Clarion County Commissioners and Clarion Area School District School Board for usage of the County Park facilities and for the sharing of costs for maintaining the ball fields.

Commissioner Cyphert stated “After speaking with the Office of Emergency Services we decided on applying for this grant.” On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the grant agreement as presented, the motion passed.

11. Approval of a grant agreement between Pennsylvania Emergency Management Agency (PEMA) and the County of Clarion for the US Department of Homeland Security Federal Fiscal Year 2008 Citizen Corps Program. In the amount of \$8,570.00

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 e-grant agreement as presented, the motion passed.

12. Approval of an e-grant agreement between Pennsylvania Commission on Crime and Delinquency and the County of Clarion Board of Probation For Drug and Alcohol Treatment Based Restrictive Intermediate Punishment Funding from July 1, 2011 thru June 30, 2012. With a possible maximum amount of \$140,762.00 for Clarion County.

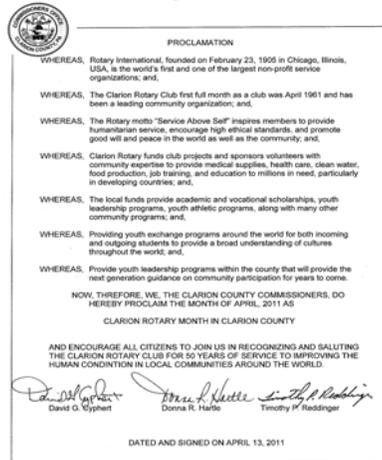
Discussion: Steve Allison asked “What is the money for?” Commissioner Cyphert stated “It’s for administrative use and we need to approve this every two years.” Commissioner Hartle stated “these funds are to be used to support drug and alcohol assessment, evaluation, treatment, case management, and supervision services related to the county intermediate punishment activities.”

Roll Call Vote:

- Commissioner Cyphert – yes
- Commissioner Hartle – yes
- Commissioner Reddinger – yes

13. Approval of the following Proclamations

- Children & Youth Services declaring April as “Child Abuse Prevention Month”
- Clarion Rotary Club declaring April as “Rotary Month in Clarion County”
- April 13, 2011 as County Commissioners Association of Pennsylvania (CCAP) Day in honor of CCAP’s 125th Anniversary



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 request for use of Memorial Park as presented, the motion passed.

14. Approval of a request submitted by Pastor Mark R Smith, on behalf of the Clarion Church of the Nazarene for use of the Memorial Park on Saturday May 21, 2011 from 5:00 pm to 8:00 pm.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the appointment to the MH/MR Advisory Board as presented, the motion passed.

15. Appointment of William Miller, 77 South 7th Ave, Clarion to MH/MR Advisory Board. This is for a three (3) year term starting May 17, 2011 ending May 17, 2014

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the appointment to the Clarion County Planning Commission to replace Daniel Leightley as presented, the motion passed.

16. Appointment of Kevin L. Wilson, 668 Bela Road, Parker to the Clarion County Planning Commission. This is a four (4) year term from January 1, 2011 ending December 31, 2014

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

17. Approval of the General fund Bills dated March 18, 2011 to April 6, 2011 totaling \$1,013,668.62

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 transfers as presented, the motion passed.

18. Approval of Budget Transfers dated March 18, 2011 through April 6, 2011 totaling \$50.00

DEPARTMENT	FROM	TO	TOTAL
CENTRAL ACCOUNTING	CONTIGENCY RESERVE	INDIRET COST AUDITORS	\$50.00
TOTAL			\$50.00

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 requisitions as presented, the motion passed.

19. Approval of county Requisitions dated March 21, 2011 through April 7th 2011 totaling \$800,151.22

DATE	REQ #	AMOUNT	DEPARTMENT	DESCRIPTION
3/21/2011	71132	\$ 909.42	911 Comm Ctr	contracted maint
3/21/2011	70606	\$ 600.00	Adult Prob	assoc dues
3/21/2011	71020	\$ 976.00	Misc	trans - new building
3/21/2011	75731	\$ 300.00	CYS	guardianship
3/21/2011	75732	\$ 500.00	CYS	ppol
3/21/2011	71383	\$ 7,660.00	Central Acct	county match
3/21/2011	70699	\$ 362.21	CC Corrections	medical mat & supplies food
3/21/2011	70690	\$ 2,457.60	CC Corrections	medical
3/21/2011	71258	\$ 1,880.88	CC Corrections	food
3/21/2011	71381	\$ 372.80	County Buildings	materials & supplies
3/21/2011	71023	\$ 448.00	Misc	trans - new building
3/21/2011	71376	\$ 559.84	County Parks	park
3/23/2011	75734	\$ 354.35	CYS	vehicle - maint
3/23/2011	75739	\$ 552.95	CYS	ile, personal care, maint vheilce
3/23/2011	75733	\$ 15,190.00	CYS	adoption subsidies/SPLC
3/24/2011	71418	\$ 408.99	Admin Building	transition cost
3/24/2011	71251	\$166,921.94	Treasurer's Ofc	food bank
3/24/2011	71133	\$ 1,121.25	911 Comm Ctr	computer - contracted maint
3/24/2011	71134	\$ 1,450.00	911 Comm Ctr	telephone
3/24/2011	71237	\$ 802.24	Sheriff's Ofc	repairs
3/25/2011	75740	\$ 738.72	CYS	advisory board
3/25/2011	71426	\$ 599.97	Admin Building	transition cost
3/25/2011	71344	\$ 400.00	Register & Recorder	contracted maint
3/25/2011	71415	\$ 10,000.00	Treasurer's Ofc	health acct - misc ins
3/25/2011	71414	\$ 55,204.84	Treasurer's Ofc	hotel motel tax
3/28/2011	71432	\$ 306.01	Admin Building	transition cost
3/28/2011	71384	\$ 8,750.00	Misc	penn state co op ext
3/28/2011	71228	\$ 996.53	Human Resource	full time wages
3/28/2011	71240	\$ 302.40	Sheriff's Ofc	repairs
3/28/2011	71307	\$ 1,200.00	Court	court appt counsel
3/28/2011	71309	\$ 2,427.37	WW Barr Library & Court	library

3/28/2011	71308	\$ 623.35	Court	materials & supplies
3/28/2011	70626	\$ 350.00	Adult Prob	travel
3/28/2011	71306	\$ 325.00	Court	p/t court reporter
3/28/2011	71305	\$ 400.00	Court	mediation
3/28/2011	70622	\$ 1,644.00	Adult Prob	treatment court
3/28/2011	70624	\$ 852.50	Adult Prob	treatment court
3/28/2011	70625	\$ 770.00	Adult Prob	treatment court
3/28/2011	71430	\$ 492.01	County Parks	park maintenance
3/28/2011	71260	\$ 583.91	CC Corrections	food
3/28/2011	71259	\$ 469.96	CC Corrections	food
3/28/2011	71257	\$ 855.20	CC Corrections	medical
3/28/2011	70825	\$ 921.08	Treasurer's Ofc	mdj acct
3/28/2011	71424	\$212,499.00	Various	retirement
3/28/2011	70807	\$ 2,200.00	Consultant Services	
3/29/2011	75750	\$ 372.00	CYS	personal care cost
3/30/2011	75752	\$ 898.50	CYS	personal care cost
3/31/2011	71424	\$212,499.00	Various	retirement
3/31/2011	71448	\$ 380.00	County Parks	park maintenance
3/31/2011	71447	\$ 1,791.17	County Parks	fuel
3/31/2011	71445	\$ 523.14	County Buildings	maint equip/materials & supplies
3/31/2011	71142	\$ 3,700.00	911 Comm Ctr	contracted maint
3/31/2011	71143	\$ 1,180.00	911 Comm Ctr	training
3/31/2011	70575	\$ 679.97	Assessment	materials & supplies
3/31/2011	71417	\$ 1,395.00	Treasurer's Ofc	tax collector exp
3/31/2011	71144	\$ 489.00	911 Comm Ctr	repairs - maintenance
4/4/2011	71444	\$ 11,130.00	GIS	capitol expend
4/4/2011	70569	\$ 1,467.00	Coroner	salaries & autopsy transport
4/4/2011	70568	\$ 450.22	Coroner	training, travel, materials
4/4/2011	71268	\$ 470.50	CC Corrections	medical
4/4/2011	71267	\$ 5,183.21	CC Corrections	medical
4/4/2011	81258	\$ 405.00	Juvenile Probation	grant in aide training
4/4/2011	70963	\$ 333.60	DJ 18 3 01	materials & supplies
4/4/2011	71312	\$ 450.00	Court	court appt counsel
4/4/2011	71313	\$ 300.00	Court	court appt counsel
4/4/2011	71440	\$ 533.39	Jury	jury pay
4/5/2011	70799	\$ 2,226.30	Central Postage	various
4/5/2011	70332	\$ 2,000.00	District Atty	CNET
4/5/2011	70330	\$ 338.48	District Atty	telephone
4/5/2011	71149	\$ 1,521.98	911 Comm Ctr	tower rent
4/5/2011	71230	\$ 426.18	Human Resource	misc ins
4/5/2011	71000	\$ 433.25	Public Defender	court appt counsel
4/5/2011	71001	\$ 949.92	Public Defender	court appt counsel
4/5/2011	71003	\$ 1,324.00	Public Defender	court appt counsel
4/5/2011	71350	\$ 910.92	Register & Recorder	materials & supplies
4/6/2011	75758	\$ 750.00	CYS	guardianship
4/6/2011	70182	\$ 393.00	MH Admin	supplies
4/6/2011	70178	\$ 303.73	MH Admin	supplies
4/6/2011	71153	\$ 1,688.20	Comm Center 911	contracted maint
4/6/2011	71274	\$ 470.17	CC Corrections	maint equip/materials & supplies
4/6/2011	71273	\$ 321.29	CC Corrections	food
4/6/2011	71271	\$ 4,090.77	CC Corrections	food

4/6/2011	71231	\$ 1,012.00	Human Resource	misc ins
4/6/2011	77119	\$ 460.00	Aging	office expense
4/6/2011	77118	\$ 1,998.00	Aging	waiver/reimbursement
4/7/2011	70184	\$ 597.00	MH Admin	comp maintenance
4/7/2011	75763	\$ 5,524.59	CYS	travel
4/7/2011	70325	\$ 1,200.00	District Atty	CNET
4/7/2011	70334	\$ 831.25	District Atty	CNET
4/7/2011	70297	\$ 550.00	Sheriff's Ofc	dues
4/7/2011	71243	\$ 381.50	Sheriff's Ofc	travel
4/7/2011	71028	\$ 347.67	Commissioners	travel
4/7/2011	71386	\$ 16,250.00	Misc	Eco Dev
4/7/2011	71525	\$ 480.00	Accounting	contracted maint
Total		\$800,151.22		

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

Other Business:

Commissioner Hartle stated “This is National Tele-Communicator’s week and we wanted to recognize the operators at the 911 center.” Commissioner Cyphert stated “The 911 operators make it work. We were at a meeting there and the phones were non-stop and the operators know how to handle the calls.”

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the Proclamation for “National Tele-Communicator’s Week from April 11th through the 15th, 2011 as presented, the motion passed.



Questions and Answer Period:

Greg Faller asked “Is that budget transfer for the auditors the county auditors?” Commissioner Cyphert replied “no this is for the accounting department auditors not the county auditors”

Adjournment:

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to adjourn, the motion passed. The meeting adjourned at 9:24 am.