

Commissioner's Minutes **June 14, 2011**

Those Present:

Steve Allison	Randall Stahlman	David Dunn	Ryan Barrett
Frank Stacy	Stephanie Wilshire	Greg Faller	Danielle Kunselman
Donna Reinsel	Kay Rupert	Angi Keller	Wayne R Brosius
Rex Munsee			

A moment of silence was observed for Sgt. Joseph Michael Garrison and all servicemen/women.

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 May 24, 2011 as presented, the motion passed.

Correspondence:

- ❖ A letter dated May 27, 2011 from PA Department of Transportation (PennDOT) proposing a project to perform preventative maintenance to the existing bridge carrying Sate Route (SR) 368. If funding becomes available, construction would begin in 2012.
- ❖ A letter dated May 31, 2011 from Pennsylvania Emergency Management Agency (PEMA) announcing that Clarion County was approved for SFY 2011-12 Wireless E-911 funding in the amount of \$715,557.40. The wireless fund will not be able to support 100% of the approved SFY 2011-12 funding requests; therefore the disbursement for Clarion County will be \$536,399.95. County budgeted \$530,000.00. The un-received balance can be applied for next year.
- ❖ A letter dated May 31, 2011 from the Department of Public Welfare (DPW) announcing the Homeless Assistance Program (HAP) funding for FY 2011-2012 in the amount of \$130,093.00
- ❖ A letter dated June 1, 2011 to Senator Mary Jo White asking her to support funding for County Human Services Programs which were cut by House Bill 1485.
- ❖ A letter announcing the second treatment for the 2011 Black Fly Suppression Program in NW PA which took place on Monday, June 6, 2011.
- ❖ Treasurer's report dated May 1 through May 31, 2011. Balance as of May 31, 2011: \$5,811,871.73
- ❖ A letter dated June 6, 2011 from Pierre and Marie – Jose Fortis regarding the Paint Elk Sewer Authority rate increase.
- ❖ A press release dated June 7, 2011 from the Clarion County Commissioners and the Office of Emergency Services reminding the citizens of Clarion County to be prepared for severe weather during the summer.
- ❖ A letter dated May 27, 2011 from Pennsylvania Office of Child Development and Early Learning announcing an adjustment in the Subsidized Child Care Grant cost for CCIS of Clarion/Jefferson Counties. A decrease in amount from \$1,964,044.00 to \$1,963,044.00. Clarion County was granted an increase of \$1,000.00 and Jefferson County was decreased by \$2,000.00

- ❖ A notice from the Board of Inspectors announcing the cancellation of the June 17, 2011 meeting. The next meeting will be held on Friday, July 15, 2011 at 9 am at Clarion County Corrections Facility
- ❖ A letter dated May 24, 2011 from Pennsylvania Office of Child Development and Early Learning announcing an adjustment in the Subsidized Child Care Grant for CCIS of Clarion/Jefferson Counties. A decrease in the TANF amount of \$16,000; Clarion County decrease of \$9,250.00 and Jefferson County decrease of \$6,750.00.
- ❖ An email dated June 14, 2011 from PA DEP – Northwest Regional Office announcing Black Fly Suppression Program treatment. There will be spraying along the Clarion River on June 14-15.

Announcements:

- ❖ Tuesday, June 21, 2011 – 9 am Work Session, Commissioner’s Conference Room
- ❖ Tuesday, June 28, 2011 – 9 am Commissioners, Salary, and Retirement Board meetings, Commissioner’s Conference Room

Commissioner Cyphert asked Randall Stahlman a question about the procession for Sgt. Joseph Michael Garrison. Randall Stahlman gave thanks to the local law enforcement agencies, the state police, and to the Commissioners for all being there for the procession.

Public Concerns and Comments: (1 person per issue or concern – 3 minute time limit.)

Business:

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

1. Approval of the Clarion County Mental Health Plan for SFY 2013-2017. This plan serves to enhance local efforts toward a recovery-oriented system of care to meet the mental health needs of our local consumers.

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 offer for bid as presented, the motion passed.

2. Approval to offer for bid, six (6) county vehicles. The bid packets can be picked up in the Commissioner’s office Monday – Friday, from 8:30 am – 4 pm. All bids are due back to the Chief Clerk in the Commissioner’s office by 4:00 pm Friday June 24, 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 project for Millcreek Road Bridge, as presented, the motion passed.

3. Approval of Liquid Fuels project for Millcreek Road Bridge. Proposed funding amount \$6,770.00 Effective date: June 9, 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 amendment as presented, the motion passed.

4. Approval of a contract amendment for the Area Agency on Aging with Armstrong County AAA. Armstrong County will purchase home delivered meals from Clarion County. Rate \$3.06/meal and \$5.00/delivery. Effective date: 4/1/2011 to 6/30/2011.

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 amendment as presented, the motion passed.

5. Approval of a contract amendment to the Open Flow Energy Agreement. A floating base rate +.455/Dt. Effective date: June 1, 2011 to October 31, 2011. For buildings:
 - a. Courthouse 421 Main St
 - b. Office Complex 214 S 7th Ave
 - c. County Corrections 309 Amsler Ave
 - d. Administrative Building 500 Main St
 - e. Commissioners Offices 330 Main St

Note ***Also removal of the following buildings:

- f. County Transportation 338 Amsler Avenue, Shippenville PA
- g. Area Agency on Aging 12 Grant St. Clarion PA
- h. Clarion Co Senior Center (AAA) 516 Main St Clarion PA

Roll Call Vote:

Commissioner Cyphert – yes

Commissioner Hartle – yes

Commissioner Reddinger – yes

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

6. Approval of a new contract for the Office of Emergency Services (OES) with Neopost for the lease of an IJ-40 postage meter to post OES mail. Cost: \$34.95/month Effective: June 14, 2011.
**Note: The first three (3) months are free.

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 renewal as presented, the motion passed.

7. Approval of a one (1) year renewal for the Office of Emergency Services with Verizon Select Services, Inc. for the annual maintenance on 9-1-1 telephone system. Cost: \$33,744.86. Effective: June 14, 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 new contract as presented, the motion passed.

8. Approval of a new contract for Register & Recorders with Infocon Corp. for Remote Image Files Backup Services. Cost: \$75.00/month for 48 months with an automatic renewal.

Effective: July 1, 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 grant extension for 2 days a week, the motion passed.

9. Approval for Victims of Juvenile Offenders (VOJO) Grant Extension for year 2011-2012 for the District Attorney's Office. Grant allocation \$6,873.00 Effective July 1, 2011-June 30, 2012

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 appointment, for a three year term to fill a vacancy, the motion passed.

10. Appointment of Robert A. Cardamone, Punxsutawney, PA to the Workforce Investment Board (WIB).

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 request submitted by Paula Cupples as presented, the motion passed.

11. Approval of a request submitted by Paula Cupples, Festival & Event director on behalf of the Clarion Area Chamber of Business & Industry to hold the Farmers national Bank Autumn Leaf Festival in the County Memorial Park, the county employee parking lot, and other areas around the Courthouse from Friday, September 30 through Sunday, October 9, 2011:

- a. Permission to place picnic tables in Memorial Park on the western lawn of the Courthouse from Monday, September 26 through Friday, October 14, 2011;
- b. Use of Memorial Park from Friday, September 30 through Sunday, October 9, 2011 for food concessions and amusement company (same as previous years);
- c. Removal of the bike stand on the Fifth Avenue (eastern) side of Memorial Park from Friday, September 30 through Sunday, October 9, 2011 in order to place a food concession trailer at the location of the bike stand (same as 2008, 2009, and 2010);
- d. Use of employee parking lot next to the Courthouse from 5:00 p.m. Friday, September 30 through Sunday, October 9 for the amusement company (same as previous years);
- e. Use of a basement electric power source from the Courthouse to an electric panel box in the Chamber sign area (same as previous years);
- f. Use of the western side of the Courthouse lawn (it would be used for food concession tents or trailers, sponsor tents or tables and picnic tables. We will have no food concessions in the middle of Memorial Park (same as 2008, 2009, and 2010);
- g. Use of the sidewalk area in front of the Courthouse for food concessions (same as previous years);

- h. Use of the Courthouse outside water hook-ups for food concessions placed on the Courthouse side (north) of Main Street;
- i. Use of the Courthouse entrance sidewalk from the Courthouse main entrance steps to the Main Street sidewalk for Cultural Nights Monday, October from 6:00 p.m. until 11:00 p.m.; Tuesday, October 4 from 6:00 p.m. until 11:00 p.m.; Wednesday, October 5 from 5:30 p.m. until 11:00 p.m. (if scheduled Karaoke Night is from 8:30 p.m. until 10:00pm); Thursday, October 6 from 6:00 p.m. until 11:00 p.m. (if a Teen Dance is scheduled, it would be from 9:00p.m. until 11:00p.m.); and Friday, October 7 from 9:00 a.m. until 1:30 p.m.;
- j. Use of the Courthouse entrance sidewalk from the Courthouse main entrance steps to the Main Street sidewalk for the post Tournament of Leaves parade Concert from 3:00 p.m. until 9:00 p.m. on Saturday, October 8 (same as 2009 & 2010);
- k. Find a suitable location for the County Courthouse dumpster so as not to interfere with the business of the County and to provide a positive impact on the overall appearance of the Amusement Company. The Clarion Area Chamber will have the garbage service provider, Veolia Environmental Services; collect the waste from the County dumpster as part of their nightly service (same as in previous years – will coordinate with Bob Smith).

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

- 12. Approval of a request submitted by Kristi Wolbert on behalf of the Clarion Main Street Senior Center for use of the Clarion County Memorial Park on July 19, 2011 from 11:00 am to 2:00 pm for a picnic outing in the park.

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

- 13. Approval of the General fund Bills dated May 20, 2011 to June 9, 2011 totaling \$1,239,296.14
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.

- 14. Approval of Budget Transfers dated May 20 to June 9, 2011 totaling \$787.46

DEPARTMENT	FROM	TO	TOTAL
ELECTIONS	CONTRACTED MAINTENANCE	MATERIALS & SUPPLIES	\$400.00
ADULT PROBATION	MATERIALS & SUPPLIES	PUBLICATIONS	\$145.00
DISTRICT COURT 18-3-02	MATERIALS & SUPPLIES	PUBLICATIONS	\$104.00
ELECTIONS	PRINTING & PRODUCTION	MATERIALS & SUPPLIES	\$50.00
SHERIFF	TRANSPORT EXPENSE	MATERIALS & SUPPLIES	\$28.46
HUMAN SERVICE BUILDING	FUEL	MAINTENANCE	\$60.00
TOTAL			\$787.46

- 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 county requisitions as presented, the motion passed.

- 15. Approval of county Requisitions dated May 20, 2011 to June 10, 2011 totaling \$422,863.10

DATE	REQ #	AMOUNT	DEPARTMENT	DESCRIPTION
------	-------	--------	------------	-------------

5/20/2011	71494	\$ 702.00	Sheriff's	repairs
5/20/2011	81654	\$ 3,728.78	CC Corrections	food
5/20/2011	81660	\$ 701.07	CC Corrections	food
5/20/2011	81655	\$ 768.41	CC Corrections	medical
5/20/2011	81658	\$ 1,231.50	CC Corrections	medical
5/20/2011	81609	\$ 599.69	Elections	advertisement
5/20/2011	77184	\$ 823.00	Aging	care mgmt
5/20/2011	77183	\$ 2,546.03	Aging	office exp
5/24/2011	81665	\$ 477.00	CC Corrections	training
5/24/2011	81857	\$ 1,000.00	Assessment	solicitor
5/24/2011	82076	\$ 125,142.00	Treasurer	refunds
5/25/2011	77187	\$ 678.64	Aging	center council funds
5/25/2011	77186	\$ 508.30	Aging	ombudsman
5/25/2011	81864	\$ 4,146.37	WW Barr Library/Courts/APO	library
5/25/2011	71598	\$ 400.00	Courts	mediation
5/25/2011	71596	\$ 400.00	Courts	mediation
5/25/2011	71599	\$ 1,950.00	Courts	court appt counsel
5/25/2011	71601	\$ 1,255.00	Courts	p/t court reporter
5/25/2011	81861	\$ 350.00	Courts	arbitration
5/25/2011	82078	\$ 141,749.26	Treasurer	food bank
5/28/2011	75847	\$ 467.45	CYS	il/food
5/28/2011	75838	\$ 1,265.40	CYS	client travel
5/28/2011	75844	\$ 395.20	CYS	it grant/office supplies
5/28/2011	75839	\$ 350.00	CYS	ps - professional
5/28/2011	75843	\$ 1,050.00	CYS	guardianship
5/28/2011	75848	\$ 15,190.00	CYS	splc-adoption subsidies
5/28/2011	81860	\$ 485.40	Assessment	materials & supplies
5/28/2011	82034	\$ 2,580.16	Human Resource	
5/28/2011	81836	\$ 348.00	Public Defender	materials & supplies
5/28/2011	81838	\$ 495.50	Public Defender	court appt counsel
5/28/2011	81824	\$ 676.05	Treasurer	mdj pass thru
6/1/2011	75852	\$ 1,270.00	CYS	staff develop
6/1/2011	70803	\$ 2,848.44	Misc	
6/1/2011	71459	\$ 1,445.07	Auditor	medical ins
6/1/2011	71047	\$ 3,830.50	Elections	contracted svcs
6/1/2011	82092	\$ 560.42	GIS	materials & supplies
6/1/2011	82042	\$ 754.96	GIS	travel/training
6/1/2011	71635	\$ 423.51	District Atty	supplies
6/1/2011	81712	\$ 1,900.00	911 Comm Ctr	contracted svcs
6/1/2011	81714	\$ 5,155.20	911 Comm Ctr	contracted svcs
6/1/2011	71632	\$ 327.10	District Atty	telephone
6/1/2011	82041	\$ 582.26	County Buildings	maintenance equip
6/1/2011	82039	\$ 329.55	County Parks	materials & supplies
6/1/2011	81666	\$ 362.88	CC Corrections	food
6/1/2011	81669	\$ 2,454.84	CC Corrections	food
6/1/2011	81670	\$ 405.76	CC Corrections	repairs
6/1/2011	82044	\$ 555.00	IT	internets svc, contracted
6/3/2011	82094	\$ 1,112.78	Tax Claim	materials & supplies
6/3/2011	81870	\$ 1,107.00	DJ 02/04/JPO/Court	contracted svcs
6/3/2011	71547	\$ 441.65	Adult Prob	community svc ins
6/3/2011	71548	\$ 1,848.00	Adult Prob	treatment court

6/3/2011	71546	\$ 1,760.00	Adult Prob	treatment court
6/3/2011	81865	\$ 1,067.00	Courts	court appt counsel
6/3/2011	81868	\$ 1,312.50	Courts	p/t court reporter
6/3/2011	77192	\$ 934.50	Aging	office exp
6/3/2011	77191	\$ 755.00	Aging	center council funds
6/7/2011	81614	\$ 474.75	Elections	advertisement
6/7/2011	81721	\$ 3,700.00	911 Comm Ctr	contracted maint
6/7/2011	81720	\$ 1,567.64	911 Comm Ctr	tower rent
6/7/2011	70571	\$ 675.00	Coroner	salaries-transport
6/7/2011	77207	\$ 1,020.00	Aging	ADRC
6/7/2011	77211	\$ 1,130.02	Aging	
6/7/2011	77204	\$ 1,449.00	Aging	
6/7/2011	71496	\$ 1,267.92	Sheriff's	materials & supplies
6/7/2011	71366	\$ 597.59	Human Service Build	maintenance
6/8/2011	81749	\$ 700.00	Prothonotary	training
6/8/2011	71359	\$ 303.00	Register & Recorder	advertisement
6/8/2011	82080	\$ 5,000.00	Health Acct/Treasurer	misc ins
6/8/2011	82135	\$ 912.64	CC Corrections	food
6/8/2011	82134	\$ 1,783.76	CC Corrections	food
6/8/2011	81675	\$ 352.03	CC Corrections	food
6/8/2011	82136	\$ 381.13	CC Corrections	food
6/8/2011	82139	\$ 2,096.54	CC Corrections	medical
6/8/2011	81615	\$ 21,517.00	Elections	contracted maint
6/9/2011	82108	\$ 1,113.75	Misc	solicitor
6/9/2011	81771	\$ 300.00	Admin	admin
6/9/2011	81728	\$ 324.52	911 Comm Ctr (EMA)	materials & supplies
6/9/2011	81732	\$ 796.00	Emergency Mgt	contracted maint
6/9/2011	81733	\$ 14,208.00	911 Comm Ctr	contracted maint
6/9/2011	81727	\$ 2,047.93	911 Comm Ctr	contracted maint
6/9/2011	81731	\$ 5,158.71	911 Comm Ctr	contracted maint
6/9/2011	81730	\$ 2,005.96	911 Comm Ctr	maint repair
6/9/2011	71636	\$ 730.08	District Atty	travel/training
6/10/2011	81724	\$ 2,857.80	Wireless e911 Misc	wireless e911
6/10/2011	81725	\$ 2,388.20	911 Surcharge Misc	911 surcharge
TOTAL		\$ 422,863.10		

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 approve the letter from OES as presented, the motion passed.

A letter from Office of Emergency Service looking for the Clarion County Commissioners support on a letter to be issued to surrounding agencies, organizations, and groups that provide services to victims of disasters to join Clarion County Volunteer Organization Active in Disasters (VOAD) in the event of a large scale disaster.

Questions and Answer Period:

Greg Faller asked if the Commissioners had seen the letters regarding the election. Commissioner Hartle stated that Elections Director Ronn Kuzmovich had replied to the letters we have copies if anyone needed to see them. Commissioner Cyphert stated there was nothing wrong with the voting machine, it had been reviewed and it was a misunderstanding.

Adjournment:

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to adjourn the motion passed at 9:20 am