

## Commissioner's Minutes January 12, 2011

Those in attendance:

Greg Renninger  
Frank Stacy

Theresa Snyder  
Angie Keller

Donna Reinsel  
Brianna Kline

### 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:** Dated December 28, 2010 and Re-organization dated January 3, 2011.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the minutes dated December 28, 2010 and Re-organization dated January 3, 2011 as presented. The motion passed.

### Correspondence:

- ❖ Treasurer' report dated December 1, 2010 through December 31, 2010. Balance as of December 31, 2010: \$2,110,610.33.
- ❖ News Release dated January 4, 2011 stating that a copy of the Hazard Mitigation Plan end of year report for 2010 is available for public review in the Commissioners Office.
- ❖ Letter dated December 20, 2010 from the PA Department of Public Welfare announcing the payment in the amount of \$25,747.00 for the Medical Assistance Transportation Program (MATP). This payment is reimbursement for actual expenditures incurred during the period of July 1, 2009 through June 30, 2010.
- ❖ Letter dated December 22, 2010 from the Office of Child Development and Early Learning announcing a decrease in the Subsidized Child Care Grant. TANF: (\$1,500.00). Fund C-FT: (\$2,000.00).
- ❖ Letter dated December 22, 2010 for the Office of Child Development and Early Learning announcing a decrease in the subsidized Child Care Grant. TANF: (7,000.00).
- ❖ Letter dated December 17, 2010 from the Pennsylvania Emergency Management Agency (PEMA) in regards to an Office of Emergency Services audit. Based on this review, Clarion County has maintained accurate records of federal grant pass-through funds for the year ending December 31, 2008.
- ❖ Letter dated January 3, 2011 from the Pa Dept of Public Welfare stating that a Medical Assistance Transportation Program payment in the amount of \$125,142 is being processed for Clarion County.
- ❖ Letter dated January 4, 2011 from the United Mine Workers of America informing of the members of an increase in Union dues to \$41.44/mo. and for part time employees – \$5.00 or 2% of gross wage. This will affect the Correction Officers and Cooks.

### Announcements:

**Monday, January 17, 2011 – Martin Luther King Holiday**

Tuesday, January 18, 2011 – 9:00a.m. – Work Session

Friday, January 21, 2011 – 9:00a.m. – Prison Board, Commissioner's Conference Room

Tuesday, January 25, 2011 – 9:00a.m – Commissioner's/Salary/Retirement Board

**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 Resolution #1 for 2011 as presented. The motion passed.

1. Approval of Resolution #1 for 2011 - Execution of Grant Agreements and Contracts.



RESOLUTION #1 OF 2011  
FOR EXECUTION OF GRANT AGREEMENTS AND CONTRACTS

BE IT RESOLVED,

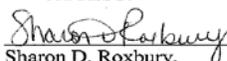
By the authority of the Board of Commissioners of the County of Clarion, any member of the Board of Commissioners may be authorized and directed to sign any and all agreements, contracts, or grants for the County of Clarion and on behalf of all county-related offices and departments.

Upon such signing, these signed documents will then be presented and placed on the next Commissioner's Board Agenda, for official Commissioner Board approval.

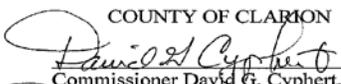
This Resolution #1 of 2011 shall remain in effect until December 31, 2011, or until rescinded or replaced with a new resolution.

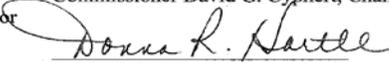
Approved and adopted this 12th day of January, 2011.

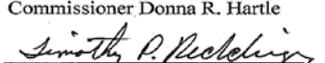
ATTEST:

  
Sharon D. Roxbury,  
Chief Clerk/County Administrator

COUNTY OF CLARION

  
Commissioner David G. Cyphert, Chair

  
Commissioner Donna R. Hartle

  
Commissioner Timothy P. Reddinger

Roll call vote:

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

On a motion made by Commission Hartle and second by Commissioner Reddinger to approve Resolution #2 for 2011 setting the current tax rate for 2011 at 20 mills, 1 mill for debt service, 5.00 per capita, 2% discount, and 5% penalty as presented. The motion passed.

Discussion: Commissioner Reddinger stated that they were able to retain the current rate with no increase.

2. Approval of Resolution #2 for 2011 - Adopting the 2011 General Fund Budget and fixing the tax rates for 2011 at 20 mills, 1 mill for debt service, and \$5.00 per capita.



**RESOLUTION NO. 2 OF 2011  
COUNTY OF CLARION**

A Resolution of the County of Clarion, Pennsylvania adopting a budget and fixing the tax rates for the year 2011 and thereafter until taxing rate changes.

**BE IT RESOLVED**, Clarion County anticipates revenues for the 2011 taxing year for the purpose of county government expenditures.

**BE IT RESOLVED**, Clarion County prepared and adopted a budget on December 28, 2010 to include the following taxing information.

**BE IT FURTHER RESOLVED**, Clarion County tax levy for the year 2011.

\*A tax rate for general revenue purposes, the sum of 20 mills on assessed valuation and 1 mill for debt service. Per capita tax at a rate of \$5.00 per individual residing within the County of Clarion.

\*Discounts and penalty: at the following rate of 2% for discount and 5% for penalty.

**NOW, THEREFORE, BE IT RESOLVED**, that the effective date of the resolution: January 1, 2010.

**ADOPTED ON JANUARY 12, 2011**

CLARION COUNTY BOARD OF 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

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 mileage reimbursement increase from \$.50 to \$.51 as presented. The motion passed.

Discussion: Commissioner Hartle stated that all documentation for all agencies had been received from Department of Public Welfare (DPW) as of January 11, 2011.

**3.** Approval of Clarion County mileage reimbursement increase from \$.50 to \$.51. Retroactive to 1/1/2011.

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 the contract with Veolia Environmental Services for weekly trash collection as presented. The motion passed.

**4.** Approval of a new contract for Clarion County with Veolia Environmental Services for weekly trash collection at the County Administration building at 330 Main Street. Effective: December 28, 2010.

Cost: \$95.25/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 contract with Family Links as presented. The motion passed.

5. Approval of a new contract for Clarion County Early Intervention with Family Links for EI Waiver Special Instruction-Evaluation. Cost: \$27.99/unit. Effective date: 1/1/2011-6/30/2011.

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 Inspection Service Agreement with Eastern Elevator Service & Sales Co. as presented. The motion passed.

6. Approval of a new Inspection Service Agreement between Clarion County and Eastern Elevator Service & Sales Co. for elevator maintenance at the County Administration Building at 330 Main Street. Five (5) year contract. Cost: \$180.00/mo. Effective: January 12, 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 renewal of the annual copier maintenance agreement with McCleary Business Machines, Inc. as presented. The motion passed.

7. Approval of the renewal of annual copier maintenance agreement for Commissioner's Office with McCleary Business Machines, Inc. for the Savin 8035SP copier. Cost: \$639.76. Effective: January 7, 2011 thru January 7, 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 contracts with Mary Ann Brent and Rachel Piker as presented. The motion passed.

8. Approval of the new contracts for Personal Services for Clarion County Transportation with:  
1) Mary Ann Brent. Cost: \$10.00/hr (not to exceed 105 hours/month). Effective: December 28, 2010.  
2) Rachel Piker. Cost: \$10.00/hr (not to exceed 105 hours/month). Effective: December 28, 2010.

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 to the Mental Health Advisory Board as presented. The motion passed.

9. Approval of the appointments to the Mental Health Advisory Board for terms beginning January 1, 2011.  
1) Jessica Samay – Education - 3 year term to expire December 31, 2013  
2) Vicky Kunselman - Consumer Advocate - 2 year term to expire December 31, 2012.  
3) Edward Brown – Business Community – 1 year term to expire December 31, 2011.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the appointment to the Clarion County Housing Authority as presented. The motion passed.

Discussion: Commissioner Hartle stated that there were more categories to fill on the board and that the staff is working on that.

**10.** Approval of the appointment of Rev. Scott B. Hauser, 700 Wood Street, Clarion to the Board of the Clarion County Housing Authority. Term to expire: January 1, 2014.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the General Fund bills as presented. The motion passed.

**11.** Approval of the General Fund Bills dated December 22, 2010 through January 6, 2011 totaling \$558,197.55.

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.

**12.** Approval of Budget Transfers dated December 22, 2010 through December 31, 2010, totaling \$53,528.27 and transfers dated January 1 through January 6, 2011 totaling \$72.00

DEPARTMENT	FROM	TO	TOTAL
PUBLIC DEFENDER	UTILITIES/FUEL	COURT APPOINTED REPORTERS	\$125.00
PUBLIC DEFENDER	UTILITIES/FUEL	COURT APPOINTED ATTORNEYS	\$290.00
DISTRICT ATTORNEY	EXTRADITION	TRAVEL	\$185.00
COMMUNICATIONS	CONTRACTED COMPUTER MAINTENANCE	TRAINING	\$170.00
CENTRAL ACCOUNTING	CONTRACTED SERVICES	MATERIALS & SUPPLIES	\$710.00
DISTRICT COURT 18-3-01	POSTAGE	MATERIALS & SUPPLIES	\$1,500.00
DISTRICT COURT 18-3-01	MAINTNENANCE & REPAIRS	CONTRACTED MAINTENANCE	\$25.00
DISTRICT COURT 18-3-03	CONSTABLE FEES	TELEPHONE	\$220.00
PUBLIC DEFENDER	MATERIALS & SUPPLIES	RESEARCH & SUPPLEMENTS	\$30.50
COMMUNICATIONS	CONTRACTED COMPUTER MAINTENANCE	CONSULTANT	\$2,049.20
COMMUNICATIONS	CONTRACTED COMPUTER MAINTENANCE	MATERIALS & SUPPLIES	\$350.00
DISTRICT COURT 18-3-01	POSTAGE	TELEPHONE	\$52.01
CORRECTIONS	VEHICLE MAINTENANCE	FOOD/KITCHEN SUPPLIES	\$2,378.15
SHERIFF	FULL TIME SALARIES	CAPITAL OUTLAY	\$17,820.06
SHERIFF	TRANSPORT	CAPITAL OUTLAY	\$559.34
HUMAN SERVICE BUILDING	FUEL	MAINTENANCE	\$1,150.00
CORRECTIONS	CONTINGENCY RESERVE	MEDICAL	\$2,392.00
DISTRICT ATTORNEY	TRANSCRIPTS	TELEPHONE	\$80.00
DOMESTIC RELATIONS	CONTRACTED SERVICES-CONSTABLE	TELEPHONE	\$353.61
DISTRICT COURT 18-3-02	POSTAGE	TELEPHONE	\$256.03
DISTRICT COURT 18-3-01	SEMINARS	TELEPHONE	\$79.99
COURTS	COURT APPOINTED COUNSEL	INFOCON COMPUTER ACCESS	\$30.00
DISTRICT COURT 18-3-04	SEMINARS	CUSTODIAN	\$100.00
ADULT PROBATION	CONTRACTED MAINTENANCE	CUSTODIAN	\$65.00
JUVENILE PROBATION	DUES	CUSTODIAN	\$65.00
DISTRICT COURT 18-3-03	MAINTENANCE & REPAIR	CUSTODIAN	\$100.00
ASSESSMENT	MATERIALS & SUPPLIES	INFOCON COMPUTER ACCESS	\$516.00
SHERIFF	TRANSPORT	GASOLINE	\$280.50
SHERIFF	TRAVEL	MATERIALS & SUPPLIES	\$35.88
HUMAN RESOURCES	CONTINGENCY RESERVE	CONTRACTED SERVICES	\$12,512.00
PLANNING & DEVELOPMENT	CONTRACTED SERVICES	CAPITAL OUTLAY	\$3,600.00
PLANNING & DEVELOPMENT	ADVERTISING	CAPITAL OUTLAY	\$490.00
PLANNING & DEVELOPMENT	TRAINING	CAPITAL OUTLAY	\$250.00

PLANNING & DEVELOPMENT	MATERIALS & SUPPLIES	CAPITAL OUTLAY	\$280.00
PLANNING & DEVELOPMENT	MAINTENANCE & REPAIR	CAPITAL OUTLAY	\$100.00
PLANNING & DEVELOPMENT	CONTINGENCY RESERVE	CAPITAL OUTLAY	\$928.00
EMERGENCY MANAGEMENT	CONTRACTED COMPUTER MAINTENANCE	MATERIALS & SUPPLIES	\$100.00
COMMUNICATIONS	CONTRACTED COMPUTER MAINTENANCE	MATERIALS & SUPPLIES	\$200.00
COMMUNICATIONS	CONTRACTED COMPUTER MAINTENANCE	TELEPHONE	\$3,100.00
<b>TOTAL</b>			<b>\$53,528.27</b>
DISTRICT ATTORNEY	EXTRADITION	DUES	\$72.00
<b>TOTAL</b>			<b>\$72.00</b>

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.

**13.** Approval of County Requisitions dated December 23, 2010 to January 6, 2011, totaling \$233,604.53.

DATE	REQ #	AMOUNT	DEPARTMENT	DESCRIPTION
12/23/10	81046	\$ 10,000.00	Elections	contracted maintenance
12/23/10	81045	\$ 379.80	Elections	contracted maintenance
12/23/10	81184	\$ 155,834.93	Food Bank	daycare pass thru
12/23/10	81202	\$ 1,116.51	Miscellaneous	old jail maintenance
12/23/10	80443	\$ 573.10	District Attorney	RASA supplies
12/23/10	81165	\$ 1,200.00	Courts	mediation
12/23/10	80362	\$ 304.25	DJ 18 3 03	supplies
12/23/10	81158	\$ 4,656.95	Courts	discretionary fund
12/28/10	80786	\$ 456.00	Human Service Building	rock salt
12/28/10	81572	\$ 1,196.85	Accounting	supplies
12/28/10	81323	\$ 343.00	Prothonotary	supplies
12/28/10	70167	\$ 6,670.00	D&A	admin
12/29/10	81335	\$ 325.61	Co Corrections	repairs
12/29/10	81333	\$ 353.19	Co Corrections	repairs
12/29/10	81334	\$ 391.36	Co Corrections	repairs
12/29/10	81330	\$ 735.49	Co Corrections	uniforms
12/29/10	81576	\$ 592.51	Human Resources	misc. insurance
12/29/10	81573	\$ 750.00	Human Resources	misc. insurance
1/3/11	80929	\$ 3,650.00	Central Postage	postage used in Dec
1/3/11	81302	\$ 1,945.50	Miscellaneous	NW Reg Planning & Dev
1/3/11	81300	\$ 3,750.00	Miscellaneous	Cl Co. Promise
1/3/11	81299	\$ 1,125.00	Miscellaneous	Passages
1/4/11	81186	\$ 374.07	Jury	pay
1/4/11	80471	\$ 5,500.00	District Attorney	CNET
1/4/11	81100	\$ 640.70	Register & Recorder	contracted maintenance
1/4/11	70222	\$ 322.00	Co Buildings	supplies
1/4/11	70216	\$ 6,295.00	GIS	capital budget
1/4/11	70217	\$ 1,500.00	GIS	contracted maintenance
1/4/11	81193	\$ 1,280.00	Communications 911	training
1/4/11	80788	\$ 969.27	HS Building	supplies
1/4/11	81099	\$ 607.26	Register & Recorder	supplies
1/6/11	81387	\$ 15,190.00	Children and Youth	Adoption subsidies
1/6/11	81384	\$ 871.38	Children and Youth	Advisory Board supplies
1/6/11	81382	\$ 1,254.80	Children and Youth	Gasoline expense and fees

1/6/11	81386	\$	500.00	Children and Youth	Professional services
1/6/11	81381	\$	1,950.00	Children and Youth	Guardianship fees
<b>Total</b>			<b>\$233,604.53</b>		

Roll call vote:

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

### **Other Business**

There was no other business brought before the Board at this time.

### **Questions and Answer Period**

There were no questions asked of the Board at this time.

### **Adjournment**

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to adjourn the meeting at 9:13a.m. The motion passed.