

Commissioner's Minutes February 8, 2011

Those present:

Brianna Kline
Theresa Snyder
Frank Stacy

Stephanie Wilshire
Kay Rupert
Angie Keller

Donna Reinsel
Steve Allison
Ryan Bennett

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 amended agenda as presented with the addition of the a Motorola contract for the Office of Emergency Services. The motion passed.

Approval of the Minutes: Dated January 25, 2011.

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the minutes dated January 25, 2011 as presented. The motion passed.

Correspondence:

- ❖ Letter dated January 26, 2011 from the Liberty Church of God thanking the County for the opportunity and support for the presentation of the Live Nativity held in the Memorial Park on December 3 and 4, 2010.
- ❖ Clarion County Treasurer' report dated January 1, 2011 through January 31, 2011. Balance as of January 31, 2011: \$2,064,058.21. Treasurer Snyder reported that the tax collectors will begin to turn in lump sums from tax collection by the middle of March. They are not required to start to turn in taxes until mid April. This helps to cover the County expenses that come in early in the year.

Announcements:

Thursday, February 10, 2011 – 1:30p.m. – Records Improvement Committee Meeting.

Tuesday, February 15, 2011 – 9:00a.m. –Work Session

Friday, February 18, 2011 – 9:00a.m. – Prison Board, Commissioner's Conference Room

Monday, February 21, 2011 –PRESIDENT'S DAY HOLIDAY

Tuesday, February 22, 2011 – 9:00a.m. – Commissioners/Salary/Retirement Board Meeting.

Commissioner Cyphert presented a News Release announcing Sky Warn training located at the Strattanville Volunteer Fire Company on Wednesday, March 2, 2011 starting promptly at 6:00p.m.

Public Concerns and Comments:

There were no concerns or comments at this time.

Business:

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the new contract with MVS Security Services as presented. The motion passed.

1. Approval of a new contract for Clarion County with MVS Security Services for services at the County Administration Building at 330 Main Street (CoStars#008-091) Effective 2/8/2011:
 - 1) Installation of five (5) outdoor camera video surveillance systems with digital video recorder.
Cost: \$3,983.48.

2) Installation of a door access card reader system. Cost: \$5,948.

Roll call vote:

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

On a motion made by Commissioner Hartle and seconded by Commissioner Reddinger to approve the contract renewal with Rodgers Clock Service as presented. The motion passed.

2. Approval of a contract renewal for Clarion County with Rodgers Clock Service for Annual Service of the Tower Clock at the Courthouse. Service fee: \$325.00. Effective: 2/8/2011

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 ADP, Inc. as presented. The motion passed. Note: The cost is flexible as the amount is based per person.

3. Approval of a contract for Human Resource with ADP, Inc. for expanded ADP services for HR and Payroll. Set up fee: \$12,000.00. Annual fee: \$32,288.16. Effective: February 1, 2011.

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve a new maintenance and service agreement with the PA DA's Institute as presented. The motion passed.

4. Approval of a new Maintenance and Service Agreement for the District Attorney with the Pennsylvania District Attorneys Institute for the newly implemented Statewide Automated Victim Information and Notification (SAVIN) system. Maintenance fee: \$971.25. Effective: 1/1/2011 through 12/31/2011.

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

On a motion made by Commissioner Hartle and second by Commissioner Reddinger to approve the purchase of mail boxes for the new County Administration Building as presented. The motion passed. This mail box system is approved and recommended by the US Postal Service. It unlocks and opens in the back for mail delivery and each office will have a box key.

5. Approval of the purchase of mail boxes from Salsbury Industries for County Administration Building. Cost: \$2,197.00.

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 renewal with Kevin L. Reichard as presented. The motion passed.

6. Approval of a contract renewal with Kevin L. Reichard for County Engineering Services for the year 2011. Contracted flat rate of \$35.00/hr. Effective: February 8, 2011.

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 renewal with John F. Marshall as presented. The motion passed.

7. Approval of a contract renewal for Planning and Development with John F. Marshall for legal counsel services. FY: January 1, 2011 through December 31, 2011. Fee: \$110.00/hr

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to approve the new contract for the Public Defenders office with Jacqueline Jo Mizerock as presented. The motion passed.

8. Approval of a new contract for the Clarion Co. Public Defender with Jacqueline Jo Mizerock for Assistant Public Defender services on a part-time basis. Fee: \$2,083.33/mo – Total for FY 2011/\$25,000.00. Effective: January 3, 2011.

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 renewal with MV Property Care as presented.

9. Approval of contract renewal submitted by Matt Vereb of M.V. Property Care for 2011 landscaping care of East Brady “Scenic Overlook”. Fee for mowing, trimming, blowing, and picking up of trash on the grounds once a week will remain the same as last year at \$95/wk.

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

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

10. Approval of the General Fund Bills dated January 21, 2011 through February 3, 2011 totaling \$1,028,853.07.

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

11. Approval of Budget Transfer:

❖ There are no budget transfers at this time.

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 January 24, 2011 to January 31, 2011, totaling \$241,696.20.

DATE	REQ #	AMOUNT	DEPARTMENT	DESCRIPTION
1/24/11	81052	\$ 1,255.00	Elections	office furniture
1/24/11	81050	\$ 672.00	Elections	office furniture
1/24/11	81231	\$ 10,656.16	Comm Center 911	office equipment
1/24/11	81370	\$ 594.55	Co Corrections	food
1/24/11	81593	\$ 379.62	Prothonotary	disbursement
1/24/11	70238	\$ 14,399.75	Treasurer	food bank
1/24/11	70347	\$ 1,459.00	Communcations 911	contracted maintenance
1/24/11	81440	\$ 1,361.00	Human Services	dues
1/24/11	70279	\$ 600.00	Court	court appt counsel
1/24/11	70208	\$ 3,213.00	Adult Prob	treatment court
1/24/11	70211	\$ 510.63	Adult Prob	drug testing
1/24/11	70210	\$ 967.37	Adult Prob	vehicle maintenance
1/24/11	81232	\$ 1,450.00	Comm Center 911	telephone

1/24/11	81229	\$	696.25	Comm Center 911	contracted maintenance
1/24/11	70233	\$	677.99	Treasurer	MDJ acct
1/24/11	81367	\$	5,052.80	Co Corrections	food
1/24/11	70421	\$	359.38	Co Corrections	maintenance & repairs
1/24/11	81369	\$	309.29	Co Corrections	medical
1/24/11	70239	\$	146,370.86	Food Band	CCIS pass thru
1/25/11	70355	\$	452.82	Human Resources	misc. ins.
1/25/11	70354	\$	377.30	Human Resources	misc. ins.
1/25/11	81410	\$	510.00	HAP	client assistance
1/25/11	81412	\$	350.00	HAP	client assistance
1/25/11	81411	\$	350.00	HAP	client assistance
1/25/11	77043	\$	626.00	Aging	reimbursable
1/25/11	77042	\$	474.00	Aging	supplies
1/25/11	77044	\$	423.25	Aging	mileage
1/25/11	77036	\$	499.42	Aging	center expense
1/25/11	77039	\$	460.00	Aging	supplies
1/25/11	77037	\$	599.00	Aging	office furniture
1/27/11	77047	\$	500.00	Aging	nht reimbursable
1/28/11	81443	\$	15,190.00	Children & Youth	foster care/adpotion sub
1/28/11	81448	\$	941.12	Children & Youth	maint/supplies
1/31/11	77053	\$	755.00	Aging	center council funds
1/31/11	77051	\$	2,256.00	Aging	office exp
1/31/11	70306	\$	577.17	Sheriff's Ofc	materials & supplies
1/31/11	70351	\$	645.00	911 Communications Ctr	contracted maintenance
1/31/11	70367	\$	5,964.00	911 Communications Ctr	consultant
1/31/11	70212	\$	568.94	Adult Prob	vehicle maintenance
1/31/11	70213	\$	3,200.00	Adult Prob	treatment court
1/31/11	70283	\$	1,200.00	Court	mediation
1/31/11	70281	\$	1,350.00	Court	court appt counsel
1/31/11	70304	\$	831.60	Sheriff's Ofc	training
1/31/11	70532	\$	1,130.00	County Buildings	building maintenance
1/31/11	70357	\$	433.36	Human Resources	mis ins
1/31/11	81305	\$	6,589.30	Misc	solicitor
1/31/11	70305	\$	525.00	Sheriff's Ofc	training
1/31/11	70368	\$	796.00	Emergency Management	contracted maintenance
1/31/11	70534	\$	419.40	Human Resources	transitional cost
1/31/11	70300	\$	908.02	Sheriff's Ofc	repairs
1/31/11	70454	\$	391.48	Commissioners	materials & supplies
1/31/11	70310	\$	418.37	Sheriff's Ofc	LTC grant

TOTAL \$ 241,696.20

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 contract renewal for the Office of Emergency Services with Motorola as presented. The motion passes.

1. Approval of a contract renewal for Clarion County Emergency Services with Motorola for annual maintenance contract 9-1-1 radio console. Cost: \$20,634.84. Effective: 4/01/2011.

Commissioner Cyphert-yes

Commissioner Hartle-yes

Commissioner Reddinger-yes

Questions and Answer Period

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

Adjournment

On a motion made by Commissioner Reddinger and second by Commissioner Hartle to adjourn the meeting at 9:14am. The motion passed.