

Reviewed by: _____

COMMISSIONER BOARD MINUTES

June 6, 2007

Those present at the public meeting of the Venango County Commissioners held in Room 103 of the Courthouse Annex:

Commissioner Sue Smith
Commissioner Gary Hutchison
Ellen Rettinger, Admin. Assistant
Carol Andres, Taxpayer
Phyllis Toothman, Taxpayer
Jim Sandok, CYS
Connie Rice, Taxpayer
Elsie Sherman, Taxpayer
Rodney Bedow, Taxpayer
Ken Prichard, Taxpayer
Don Westover, Taxpayer
Dom Plumer, Taxpayer
O. C. Bell, Airport Director
Mike Phillips, Yellow Rose
Deb Sanford, Bakers Trans.
Barry Boughner, Taxpayer
Judy Downs, Planning
Ann Carter, Taxpayer
Troy Wood, Taxpayer

Commissioner Larry Horn
Denise Jones, Chief Clerk
Diona Brick, Fiscal
Ray Hagstrom, Taxpayer
Frank Toothman, Taxpayer
Don Rice, Taxpayer
Dennis Sherman, Taxpayer
Ray Beichner, Taxpayer
Roberta Prichard, Taxpayer
Norris Carter, Taxpayer
Chuck Hoffman, Taxpayer
Darla Sermon, Taxpayer
Sandy Sutch, HRD
Sally Mays, OEO
Don Baker, Bakers Trans.
Suzanne Stewart, Yellow Rose
Bob Carter, Taxpayer
B. J. Brooks, Taxpayer
George Thompson, County Solicitor

Pastor Robert Wilson gave the invocation, and then Commissioner Smith led the group in the Pledge of Allegiance.

The Salary and the Retirement Boards were convened and adjourned prior to the beginning of the Commissioner Board.

COMMISSIONER BOARD:

Commissioner Smith called the meeting to order at 2:08 p.m. A motion was made by Commissioner Hutchison to approve the minutes from the May 23, 2007 meeting, seconded by Commissioner Horn, aye all.

No public comment on the agenda. No business to come before the Board from the Row Offices.

COURT ADMINISTRATION:

Chief Clerk Denise Jones presented the award of the Air Condensing Units for Court Room #1. Only two (2) bids were received and the contract was awarded to Central Heating and Plumbing Co., Inc. out of New Castle with a bid of \$16, 177.00. This covers the cost of 2 condensing units plus all necessary pipes, fittings, wiring and installation. Commissioner Hutchison made a motion to approve the above bid award, seconded by Commissioner Horn, aye all.

PRISON:

Next presented by Chief Clerk Denise Jones was a re-bid on the renovation of the work release area at the County Prison. After a meeting between Denise, Warden Major Smith, Maintenance Director Joe Griswold and Craig Russo with Frank B. Taylor Engineering, the plumbing was awarded to Central Heating and Plumbing Co., Inc. out of New Castle with a bid of \$8,135.00 while the general construction was awarded to T. D. Mielke Construction also out of New Castle with a bid of \$22,500.00. Commissioner Horn made a motion to approve the above bid awards, seconded by Commissioner Hutchison, aye all.

COMMUNITY SERVICES ADMINISTRATION:

O. C. Bell, Airport Director presented a hangar lease agreement between Barry Trotter and the County of Venango in the amount of \$124.00 plus sales tax monthly. Commissioner Hutchison made a motion to approve the agreement, seconded by Commissioner Smith, aye all.

HUMAN SERVICES:

Jim Sandok, on behalf of Dave Schwille presented the following items for approval.

CYS

Renewal of a contract with Family Care for Children and Youth as a provider of foster care services. Per Diem rates are between \$56 and \$96.

Renewal of a contract with Keystone Adolescent Center as a provider of Community Based Residential Services for dependent and delinquent youth. Per Diem rates are between \$130 and \$198.

Renewal of a contract with the Bair Foundation as a provider of foster care services. Per Diem rates are between \$60 and \$66.

Renewal of a contract with Laurel Youth Services for foster care and residential placement services for dependent and delinquent youth. Per Diem rates are between \$73 (foster care) and \$240 (diagnostic services).

Renewal of a contract with Pyramid Healthcare as a provider of Community Based Residential Services and Drug and Alcohol Services for dependent and delinquent youth. Per Diem rates are between \$169 and \$214.

Renewal of a contract with Specialized Treatment Services as a provider of Residential Services for dependent and delinquent youth. Per Diem rate is \$171.

Renewal of a contract with White Deer Run/Cove Forge Behavioral as a provider of drug and alcohol residential services for dependent and delinquent youth. Per Diem rates are \$186 (rehab) and \$196 (detox) at WDR and \$209 and \$266 at Cove Forge, which is a mental health residential placement facility.

Commissioner Horn made a motion to approve the above contract, seconded by Commissioner Hutchison, aye all.

OEO

Adoption of 2007-08 Fixed Route Service Standards – Resolution #2007-08

Commissioner Hutchison made a motion to approve the above resolution, seconded by Commissioner Horn, aye all.

Transportation bid award.

Sally Mays discussed the above transportation award which was reviewed by herself, Larry Holly from Transportation, Jayne Romero and Garry Coleman from MH/MR, Karen Jeffries and Tony Davis from the Transportation Advisory Committee and George Thompson, County Solicitor. Two (2) bids were received with Baker's being awarded the bid in the amount of \$701,784.75. The amount includes hourly rates and annual service costs. It was stressed to Baker's that the level and quality of service must be maintained, as is presently being provided by Yellow Rose Transit, as well as providing maintenance of co-owned vehicles leased to Bakers. Treating all clients, public and County personnel with respect was also stressed.

Commissioner Horn made a motion to approve the above bid award, seconded by Commissioner Hutchison, aye all.

No bids were submitted on the fixed route service so the County will continue to provide that service directly.

Commissioner Smith presented to Yellow Rose a Certificate of Appreciation which was accepted by Mike Phillips. Yellow Rose was thanked for their hard work and courtesy to the public. Commissioner Smith stated that the County has received many letters from clients expressing support for Yellow Rose and appreciation for the way they have been treated.

SUBSTANCE ABUSE PROGRAM

UPMC Northwest Tobacco Cessation and Nicotine Replacement Therapy Program, contract amount \$2,346.00.

Commissioner Horn made a motion to approve the above contract, seconded by Commissioner Hutchison, aye all.

MH/MR

Renewal contract with Crawford & Fitch to provide Audiological evaluations for Early Intervention children who do not qualify for MA. Fee for service billable at the MA rate. There is a County match for children who are funded with base funds. There is no match on waiver funded services. The match will come from the existing match allocation.

Renewal contract with Ear, Nose and Throat Associates to provide Audiological examinations for Early Intervention children. Fee for service billable at the MA rate. There is a County match for children who are funded with base funds. There is no match on waiver funded services. The match will come from the existing match allocation.

Renewal contract with Visiting Nurses Association Private Duty. No maximum fee for service contract. Level 3 enhanced (\$8.00/15 minute unit). Level 3 (\$4.49/15 minute unit). Level 2 (\$8.00/15 minute unit). There is a 10% County match when these services are funded with base dollars. Match funds will come from the existing MH/MR match allocation.

Renewal Contract with Interim HealthCare. Fee for service – no maximum contract amount. Home Health Aid (\$6.00/15 minute unit). Home Nursing Services (\$9.25/15 minute unit) and RN services (\$9.75/15 minute unit). There is a 10% County match when these services are funded with base dollars. Match funds will come from the existing MH/MR match allocation.

Renewal Contract with Interim HealthCare – Western Pennsylvania. Fee for service – no maximum contract amount. In-Home Nursing (\$8.75/15 minute unit) and Home Health Aid (\$4.92/15 minute unit). There is a 10% County match when these services are funded with base dollars. Match funds will come from the existing MH/MR match allocation.

Renewal Contract with Henry W. Gent, III, Esquire, MH/MR Solicitor. Rate is \$100.00 per hour. 10% County match will come from the existing match allocation.

Renewal Contract with Francis F. Dickert. Rate is \$52.50 per hour. 10% County match when these services are funded with base dollars. Match funds will come from the existing MH/MR match allocation.

Renewal Contract with Community Services of Venango County, Inc. to provide assessment and evaluation services to determine eligibility for Early Intervention Services. Rate is \$5.97/15 minute unit. There is a 10% County match when these services are funded with base dollars. Matching funds will come from the existing MH/MR match allocation.

Renewal Contract with Mercer Behavioral Health Advanced Services, Inc. Maximum contract is \$58,616.00. There is a 10% County match on \$7,829.00 of the contract total, which will come from the existing match allocation.

Health Care Quality Unit Letter of Agreement between Butler County MH/MR and Venango County MH/MR. Under this agreement Venango County receives a share of the funding for shared responsibilities of providing oversight to and receiving technical assistance from the MH HCQU in the amount of \$5,000.00

Renewal Contract with Care Unlimited Home Care Services, Inc. Fee for service – no maximum contract amount.

Approval to submit grant application electronically to Department of Health and Human Services/Administration of Children and Families. Grant Request is \$500,000.

Commissioner Horn made a motion to approve the above items, seconded by Commissioner Hutchison, aye all.

FINANCE ADMINISTRATION:

The following warrants were submitted by Diona Brick for approval:

Warrant	SP052307	\$ 22,426.41	Non-Human Services Expenditures
Warrant	060107	276,705.62	Non- Human Services Expenditures
Warrant	HS060107	111,278.54	Human Services Expenditures
Warrant	060807	237,883.04	Non-Human Services Expenditures
Warrant	HS060807	302,736.00	Human Services Expenditures

Total Estimated Cost \$ 951,029.61

Commissioner Horn made a motion to approve the warrants, seconded by Commissioner Hutchison, aye all.

Next presented by Diona Brick were three parcels of land that are on the Venango assessment records which she asked be removed. Parcel numbers 24,025.-012.-000, 27,006.-041A.-000, 27,006.-42A.-000. According to County Solicitor, George Thompson, the parcels were created by “the condemnation for I-80”. They were separated from their original parcels and assessed in both Venango and Butler Counties in error. Commissioner Hutchison made a motion to approve the removal of the above parcels from Venango’s assessment records, seconded by Commissioner Horn, aye all.

Last presented by Diona was a budget transfer in the amount of \$2,000.00 from the maintenance budget to the general fleet budget to cover the purchase of a snow plowing truck. Commissioner Horn made a motion to approve the above transfer, seconded by Commissioner Hutchison, aye all.

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Sandy Sutch.

END OF PROBATION – In Department #310 (Court Supervision Services) of **Justin Heffernan**, School Based Juvenile Probation Officer, Full-Time, 80 hours/pay, **effective 05/22/07**; **Special Conditions:** No change in pay grade or step; of **Steven Kahle**, Adult House Arrest Officer, Full-Time, 80 hours/pay, **effective 06/04/07**; **Special Conditions:** No change in pay grade or step. In Department #325 (911) of **Tina Eggers**, Telecommunicator I, Part-Time, 40 hours/pay, **effective 05/27/07**; **Special Conditions:** No change in pay grade or step.

PROMOTION – In Department #205 (Courts) of **Lynn Erickson**, from Administrative Assistant II, Full-Time, 75 hours/pay, Non-Union Hourly Pay Grade 5 Step 3 (\$11.86/hr.), to Criminal Court Administrator, Full-Time, Exempt Pay Grade 1 (\$29,132/yr.), **effective 06/11/07**.

SEPARATION OF EMPLOYMENT – In Department #530 (Integrated Crisis Services) of **Jewell McDay-Williams**, Caseworker III, **effective 06/15/07**. In Department #145 (Assessment Office) of **Patty C. Miller**, Administrative Assistance, **effective 06/01/07**.

Commissioner Horn made a motion to approve the above items, seconded by Commissioner Hutchison, aye all.

PLANNING COMMISSION:

Presented by Judy Downs was a request to extend the end date on the Southern Project. Venango County was awarded a LUPTAP grant to assist seven municipalities in writing a multi-municipal comprehensive plan focused along the Interstate-80 corridor. The new timeline will be developed by the consultant contracted to assist with this project with the understanding that the project be finished by the end of August, 2007. Commissioner Horn made a motion to approve the extension, seconded by Commissioner Hutchison, aye all.

COUNTY ADMINISTRATION:

Presented by Chief Clerk Denise Jones were two supplemental bridge reimbursement agreement amendments providing additional funds from Act 179 and Act 183.. One for the Dotter Road Bridge with an amended total cost of \$250,000.00 of which the County pays 20% from liquid fuels. The other is Woolen Mills Bridge with an amended total cost of \$220,000.00 again of which the County pays 20% from liquid fuels. The

appropriated funds are to be used for removal, rehabilitation or replacement of the bridges under the jurisdiction of local government. Commissioner Horn made a motion to approve the amendments, seconded by Commissioner Hutchison, aye all.

Next presented by Chief Clerk, Denise Jones was the maintenance agreement for the county's iVotronic voting equipment. The Break/Fix Depot Repair program cost \$55.00 per machine at a total of \$9,185.00 per year or \$27,555.00 over a three year period. The software support is \$30.00 per machine at a total of \$5,010.00 per year or \$15,030.00 over a three year period. Total cost per year for maintenance on both hardware and software would of \$14,195.00; \$16,000.00 was budgeted. Commissioner Horn made a motion to approve the maintenance agreement, seconded by Commissioner Smith, aye all.

OTHER BUSINESS:

Commissioner Smith presented an update from the Pennsylvania Emergency Management Agency for 9-1-1. Venango County's Wireless E9-1-1 Funding Application for state fiscal year 2007-2008 was reviewed. Pending submission and subsequent approval of 9-1-1's spending plan, along with the results of the FY 06-07 reconciliation when completed, Venango County may be approved for wireless E9-1-1 funding for State FY 07-08 in the total amount of \$660,095.52.

Next presented by Judy Downs was two grants received from the Pennsylvania Department of Community and Economic Development. The monies were requested in grant proposals written by the County Planning Commission. A \$50,000 allocation will help pay for renovations to the two first floor staircases located in the front of the courthouse. That work, which is part of an ongoing renovation project, will begin later this year. The second grant in the amount of \$30,000 will be used for a new dump truck for Allegheny Township.

PUBLIC COMMENT:

Rod Bedow, Ray Beichner, Ken Prichard, Elaine Jacoby and Frank Toothman discussed the Park situation and wanted to know what action was being taken to resolve the issues. Commissioner Smith responded that the Park still belongs to the Park Authority and that many meetings/discussions have been held between the Commissioners and George Thompson, County Solicitor to try and find a solution which would keep the Park open so that summer commitments could be honored plus reach an agreement which satisfies all involved parties.

A motion to adjourn was made by Commissioner Horn at 2:49 p.m. seconded by Commissioner Smith, aye all.

Respectfully submitted,

Ellen Rettinger