

Clarion County Board of Commissioners
Meeting Minutes
January 8, 2019
10:06 AM

Those attending: Taylor Best; Tim Cochran; Mindy Frampton; Brett Whitling; Nancy Jeannerat; Megan Kerr; David Dunn; Sandy Ion; Treasurer McConnell; Randy Bartley (press) ; Evanne Gareis (press); Christina Moss (press); Ron Wilshire (press); Esperanzo Wilcox (press).

Call to Order: Commissioner Tharan called the meeting to order at 10:06 am.

Roll Call: Commissioner Tharan- Present; Commissioner Brosius- Present; Commissioner Heasley- Present

Approval of the Agenda: On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the agenda, the motion passed without opposition.

Approval of the Minutes dated December 26, 2018:

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 12/26/2018 meeting, the motion passed without opposition.

Approval of the Reorganization Minutes dated January 2, 2019:

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 1/2/2019 reorganization meeting, the motion passed without opposition.

Announcements:

- Work Session on Tuesday, January 15, 2019 at 10AM in the conference room
- Commissioner/Salary/Retirement Board meeting on Tuesday, January 22, 2019 at 10 AM in the conference room
- Marsha Adams in Courts will be retiring 2/22/2019
- Press Release: Hazard Mitigation Plan end of year report for 2018 is available at Commissioners' Office.

Correspondence:

- Treasurer's Report

Public Concerns and Comments:

Business:

1. Resolution #2 of 2019

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to approve of Resolution #2 of 2019, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley- yes

2. Lease of 2019 Ford F-350 from Clarion Ford. 4 payments of \$11,983.66

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to approve the lease from Clarion Ford, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley- yes

3. Contract renewal with Kevin Reichard as County Engineer. Term: 1/1/2019 – 12/31/2019. Cost: \$50/hour.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of contract with Kevin Reichard, the motion passed.

Roll Call: Commissioner Tharan- yes; Commissioner Brosius- yes; Commissioner Heasley- yes

4. 2019 Administrative Entity Operating Agreement between PA Department of Human Services, Office of Developmental Programs, and Clarion County MH/DD. Effective Date: 3/1/2019. Replaces current agreement that was put into effect 7/1/2017.

On a motion made by Commissioner Heasley and a second made by Commissioner Brosius to approve the 2019 Administrative Entity Operating Agreement for MH/DD, the motion passed.

Roll Call: Commissioner Tharan- Yes; Commissioner Brosius-Yes; Commissioner Heasley- Yes

5. Corrections. Hiring Susan Risher to fill the vacant position of Part Time Corrections Officer effective 1/2/2019. Part time, non-exempt, no more than 29 hours/week. Salary: \$13.59/hour, based upon completion of certification.

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the hire, the motion passed.

Roll Call: Commissioner Tharan- Yes; Commissioner Brosius-Yes; Commissioner Heasley- Yes

6. CYS. Promotion of Judy Myers to vacant Caseworker 3/Foster Family Coordinator position from current Caseworker 2 position effective date 1/7/2019. Full time, non-exempt, 35 hours/week. Salary: \$30,942.70

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve the promotion, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

7. CYS. Hiring Rebecca Maguire to the vacant position of Temporary Part Time Caseworker 3. Part time, non-exempt, no more than 29 hours/week. Effective date: 1/7/2019. Salary: \$18.84/hour

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve the hire, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

8. 911. Promotion of Mathias Smerkar to vacant position of Shift Supervisor effective date 1/6/2019. Full time, non-exempt, 40 hours/week. Salary: \$16.96/hour

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the promotion, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

9. Contract on behalf of Public Safety with Mobilcom for license modifications for \$2,800.00.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the contract on behalf of Public Safety, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

10. Contract on behalf of Courts with Joyce Bailey for cleaning services at DJ Miller's. Term: 11/2018 – Termination. Cost: \$120/month, \$1,440 total for year.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the cleaning contract on behalf of Courts, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

11. Change internal control policy requiring all purchases over \$100 to be approved through the County requisition process from current \$300 limit.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of changing the requisition limit from \$300 to \$100, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

12. Tax Claim - \$3.00 fee to be added to the account of each delinquent tax payer for every property that gets reported in January.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the Tax Claim fee, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

13. Approval of Keystone High School students to tour treatment system at Clarion County Park for Earth Day on April 26th, 2019.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of Keystone High School touring the treatment facility at the county park, the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

14. Approval of Tri-County Animal Rescue Center to use the Veteran’s Memorial Park on August 17th, 2019 for their annual International Homeless Animals event.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve Tri-County using the Veteran’s Memorial Park on August 17th, 2019 the motion passed.

Roll Call: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

15. Approval of the county expenditures:

a. General Fund, dated from Dec 21, 2018 to January 7, 2019 Total: \$652,983.67

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the general fund expenditures as presented, the motion passed.

Roll Call: Commissioner Tharan –yes; Commissioner Brosius-yes; Commissioner Heasley-yes

b. Human Services, dated from Dec 11 to January 7, 2019 Total: \$558,612.64

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the Human Services expenditures as presented, the motion passed.

Roll Call: Commissioner Tharan –yes; Commissioner Brosius-yes; Commissioner Heasley-yes

c. 9-1-1 Checking, dated from Dec 21, 2018 to January 7, 2019 Total: \$18,063.25

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the 9-1-1 Checking expenditures as presented, the motion passed.

Roll Call: Commissioner Tharan- yes; Commissioner Brosius – yes; Commissioner Heasley- yes

d. Transportation, dated from Dec 11, 2018 to January 7, 2019 Total: \$155,105.50

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the Transportation expenditures as presented, the motion passed.

Roll Call: Commissioner Tharan- yes; Commissioner Brosius – yes; Commissioner Heasley- yes

e. Misc, dated from Dec 21, 2018 to January 7, 2019 Total: \$9,542.56

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the Misc. expenditures as presented, the motion passed.

Roll Call: Commissioner Tharan- yes; Commissioner Brosius- yes; Commissioner Heasley- yes

16. Approval of the budget transfers from December 27 to December 31, 2018 totaling \$25,196.62

GENERAL FUND TRANSFER			
CLARION COUNTY BUDGET TRANSFERS			
December 27 to 31, 2018			
DEPARTMENT	FROM	TO	TOTAL
COUNTY PARK	MAINTENANCE EQUIPMENT	ELECTRIC	\$274.00
CORRECTIONS	CONTINGENCY RESERVE	INMATE MEDICAL	\$12,606.00
CORRECTIONS	MAINTENANCE BUILDINGS	MATERIALS & SUPPLIES	\$616.13
CORRECTIONS	MAINTENANCE VEHICLE	MATERIALS & SUPPLIES	\$813.60
CORRECTIONS	PHONES	WATER & SEWAGE	\$2,485.16
CORRECTIONS	FUEL	WATER & SEWAGE	\$501.38
CORRECTIONS	ELECTRIC	WATER & SEWAGE	\$250.00
ELECTION	POLL WORKERS	POSTAGE	\$21.89
TREASURER	MATERIALS & SUPPLIES	POSTAGE	\$218.93
MAINTENANCE DEPT.	MATERIALS & SUPPLIES	POSTAGE	\$9.53
MISC. GENERAL GOVT.	PERSONNEL LINE SAVINGS	PROFESSIONAL SERVICES	\$7,400.00
TOTAL			\$25,196.62

On a motion made by Commissioner Heasley and a second made by Commissioner Brosius to approve the Budget transfers of a total of \$25,196.62 as presented, the motion passed.

Roll Call: Commissioner Tharan – yes; Commissioner Brosius – yes; Commissioner Heasley-yes

Other Business:

Department Head Questions or Comments:

Public Questions and Answer:

Ron Wilshire: “On the lease through Clarion Ford, is that through the Co-Stars program?”

Commissioner Tharan answered that yes, it is a Co-Stars vehicle.

Esperanzo Wilcox: “Under item #12, are there any that are currently delinquent and as reference to last year how many were delinquent?”

Megan Kerr, Director of Tax Claim, answered that about 2,300 parcels are turned in every year for being delinquent.

Ron Wilshire: “All that happens is that \$3 will be added to the tax fees?”

Megan Kerr answered yes and that the money will go towards Tax Claim’s legal fees and auctioneer fees.

Evanne Gareis: “What was the update on Resolution #2 from Resolution #1?”

Commissioner Tharan answered that the difference is the wording in Resolution #1 wasn’t clear enough, and Resolution #2 clarifies that purchases made by the Commissioners for the County are not official until the Board approves it at a meeting.

Randy Bartley: “Just as clarification, Tom, under your report at the top of page 2 under Hazardous Material and Emergency Response funds you have a receipt from Walmart for chemical fees”

Treasurer McConnell answered that that was just an example of some grants that went through and it was from when Walmart gave a grant to Public Safety for rain gauges.

Ron Wilshire: “Do you know how many years Becca worked for the county?”

Nancy Jeannerat answered she believes Rebecca has worked at the county for around 18 years.

Randy Bartley: “On the hazardous mitigation report, does section 2 actually list the incidents that occurred in the county this year?”

David Dunn answered that it’s just a report on the plan, not specific incidents and that the reports on the incidents will come out in April.

Adjournment: On a motion made by Commissioner Heasley and second by Commissioner Brosius to adjourn the meeting at 10:27 a.m., the motion passed without opposition.

Clarion County Board of Commissioners

Theodore W. Tharan, Chair

Wayne R. Brosius

ATTEST:

C. Edward Heasley

Taylor Best, Chief Clerk