

**Clarion County Board of Commissioners**  
**Meeting Minutes**  
**April 23, 2019**  
**10:07 AM**

**Those attending:** Taylor Best; Tim Cochran; Mindy Frampton; Brett Whitling; Treasurer McConnell; Sandy Ion; Kristi Amato; Christy Logue; Stephanie Fera; Evanne Gareis (press); Christina Moss (press); Randy Bartley (press); Ron Wilshire (press);

**Call to Order:** Commissioner Tharan called the meeting to order at 10:07 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 April 9, 2019:**

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the minutes from the 4/9/2019 meeting, the motion passed without opposition.

**Announcements:**

- Work Session on Tuesday, May 7th, 2019 at 10AM in the conference room
- Commissioner/Salary Board meeting on Tuesday, May 14, 2019 at 10 AM in the conference room
- Groundbreaking Celebration for Phase I of the Brady Tunnel is May 20th, 11 am- 1 pm? RSVP's necessary, light lunch provided. Direct them to [www.alleghenyvalleylandtrust.org](http://www.alleghenyvalleylandtrust.org) for registration details.

**Correspondence:**

- Treasurer's Report

**Public Concerns and Comments:**

**Business:**

**1. Resolution #11 of 2019 – Census Committee**

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of Resolution #11 of 2019, the motion passed.

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

**2. Resolution #12 of 2019 – Applying for DCED Grant**

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve Resolution #12 of 2019, the motion passed.

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

**3. Proclamation - Recognizing the achievement of Reed Bell for reaching the rank of Eagle Scout.**

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

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

**4. Application for tax exemption in New Bethlehem**

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve of the tax exemption in New Bethlehem, the motion passed.

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

**5. CDBG – Sub recipient agreements with Foxburg Borough for FY 2016 Demolition on North Palmer Avenue, and FY 2017 Road Repair on North Palmer Avenue**

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve of the sub recipient agreement, the motion passed.

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

6. CDBG – 2018 Community Development Block Grant Application. Grant total: \$428,662.00. Clarion County - \$238,318. Clarion Borough - \$100,751. Clarion Township - \$89,593. Contract term: 3/21/2019 – 3/20/2023.

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

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

7. Waive of GIS fees for North Country Trail Association to gain trail data from 3,912 parcels

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

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

8. Refund of overpaid taxes for Foxburg Country Club

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve to refund overpaid taxes to Foxburg Country Club, the motion passed.

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

9. Resignation of Jessica Kenny (Corrections) effective 4/9/2019. Contract expiration with Rebecca Maguire (CYS) effective 3/26/2019. Separation of Employment with Autumn Rapp (911) effective 4/11/2019. Resignation of Saber Brown (CYS) effective 4/18/2019.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the resignations and separation of employment, the motion passed.

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

10. Corrections – New hires. Thomas Bish, Kaitlin Nichols, and Brooke Carlson to fill the vacant positions of part time Corrections Officers. Part time, non-exempt, no more than 29 hours/week. Effective Date: 4/24/2019. Salary: \$10.00/hour.

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

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

11. Maintenance – Multiple rehires/new hires for the Park. All part time, non-exempt, no more than 29 hours/week.

- a. William Baughman, \$9.83/hour
- b. David Blum, \$9.73/hour
- c. David Lannigan, \$9.97/hour
- d. Doug Marshall, \$9.73/hour
- e. Zachary Stiglitz, \$9.97/hour
- f. Larry Switzer, \$9.43/hour
- g. Tim Cotherman, \$9.43/hour

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of rehires/new hires for the Park, the motion passed.

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

12. Hotel Tax – Application from Sawmill Center for the Arts to produce and distribute brochures. Asking for \$5,000. (\$2,500 upon approval and \$2,500 upon completion)

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve giving Sawmill Center \$5,000 from hotel tax, the motion passed.

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

13. Hotel Tax – Application from East Brady Area Development Corporation for map reprints. Asking for \$709

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve giving East Brady Area Development Corporation \$709 from hotel tax, the motion passed.

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

**14. Hotel Tax – Application for Foxburg Caboose to get repaired and siding. Asking for \$565.**

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve giving the Foxburg Caboose \$565 from hotel tax, the motion passed.

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

**15. Hotel Tax – TV Commercial, 24 second commercial (was originally approved for 12 second commercial, changing it to 24 seconds). Total cost: \$1980.**

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the 24 second commercial for hotel tax, the motion passed.

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

**16. Contract amendment on behalf of Early Intervention with Milestone Pediatric Therapy for increase in utilization for early intervention therapy services. Total Cost: \$15,000 (\$10,000 original cost, \$5,000 increase). Term: 7/1/2018 – 6/30/2019. Amendment date: 4/1/2019.**

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

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

**17. Contract amendment on behalf of Early Intervention with Joanne Keller PT, LLC for increase in utilization for early intervention therapy services. Total Cost: \$25,000 (\$20,000 original, \$5,000 increase). Term: 7/1/2018 – 6/30/2019. Amendment date: 4/1/2019**

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

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

**18. Multiple contract renewals for leases at the Human Services Building. Terms from 7/1/2019 – 6/30/2020.**

a. CYS: Total Cost \$120,207 (\$10,017/month). County Match: 10-40%

b. Clarion Vocational Services: Total Cost: \$20,748 (\$1,749/month)

c. CCR: Total Cost: \$5,055 (\$421/month).

d. MH/DD/EI: Total Cost: \$24,790 (\$2,066/month). County Match: up to 10%

e. Community Guidance Center: Total Cost: \$17,435 (\$1,453/month)

f. Roads to Recovery: Total Cost: \$14,020 (\$1,168/month)

g. CCR: Total Cost: \$28,370 (\$2,364/month)

h. Human Services: Total Cost: \$6,154 (\$513/month)

i. Clarion County Promise: Total Cost: \$10,527 (\$877/month)

j. JusticeWorks Youthcare: Total Cost: \$11,268 (\$939/month)

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the HS building leases A-J, the motion passed.

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

**19. Letter of Support for Salem Township and their application for multimodal funding for their Mehrten Road Project.**

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

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

**20. Approval of the county expenditures**

a. General Fund, dated from April 9 to April 18, 2019 Total: \$375,085.60

On a motion made by Commissioner Heasley and second by Commissioner Brosius 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 April 9 to April 22, 2019 Total: \$388,119.83

On a motion made by Commissioner Heasley and second by Commissioner Brosius 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 April 8 to April 18, 2019 Total: \$185,327.43

On a motion made by Commissioner Heasley and second by Commissioner Brosius 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 April 9 to April 22, 2019 Total: \$28,758.70

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

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

e. Misc, dated April 5 to April 18, 2019 Total: \$58,366.01

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

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

**21. Approval of the budget transfers from April 8, 2019 totaling \$468.00**

2019 GENRAL FUND TRANSFER			
CLARION COUNTY BUDGET TRANSFERS			
April 8, 2019			
DEPARTMENT	FROM	TO	TOTAL
COMMISSIONERS	VEHICLE MAINT.	DUES	\$468.00
<b>TOTAL</b>			<b>\$468.00</b>

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the Budget transfers of a total of \$468.00 as presented, the motion passed.

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

**Other Business:**

Commissioner Tharan stated there was a discrepancy in the deed for the Clarion County Jail, and he would like a motion to approve the draft copy of the boundary line agreement between Amwood LLP, Winscot Inc, Clarion County, and Patricia Hill Associates. The purpose of which is to remove an encroachment onto the county property and to forever confirm that the Clarion County Jail property is bordered by Amsler Avenue as its southern boundary.

Commissioner Brosius made the motion to approve draft copy of the boundary line agreement, Commissioner Heasley seconded, the motion passed.

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

Commissioner Tharan further moved that upon the draft copy of the said boundary line agreement being placed into final form that Theodore W. Tharan is authorized to execute and legally bind Clarion County to the said boundary line agreement.

Commissioner Heasley made the motion to approve, Commissioner Brosius seconded, the motion passed.

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

Mindy Frampton, Clarion County Grant Coordinator and Commissioners Office Administrative Assistant, presented the plans for the inclusive playground that will hopefully be built at the Clarion County park if the two grants Clarion County has applied for through DCED and DCNR get approved. She also brought up that various organizations in the area are also fundraising to help fund the inclusive park. These organizations fundraising are TTSR (Training Towards Self Reliance), UCIP (United Community Independence Programs), and Next Step Therapy. The total cost for the park would be around \$390,000.

Commissioner Tharan also brought up that there is a county wide and state wide crisis where ambulance companies and organizations are not making money to stay afloat, and are having trouble keeping staff. Local ambulance companies are having to reduce their hours from 24/7, and it's coming to a point where they might have to start closing. Commissioner Tharan said that State Representative Donna Oberlander is working on getting legislation passed at the State level to help, but this needs to be addressed and discussions started on it before it gets to an extreme crisis level.

**Department Head Questions or Comments:**

**Public Questions and Answer:**

Ron Wilshire: "In the treasurer's report, there's lots of large and negative balances for Hotel Tax, is there a reason?"

Treasurer McConnell answered that it's the "negative" numbers shown were expenses, not a negative balance.

Ron Wilshire: "How much are the GIS fees being waived?"

Commissioner Tharan answered in total around \$800.

**Adjournment:** On a motion made by Commissioner Heasley and second by Commissioner Brosius to adjourn the meeting at 10:42 a.m., the motion passed without opposition.

Clarion County Board of Commissioners

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Theodore W. Tharan, Chair

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Wayne R. Brosius

ATTEST:

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C. Edward Heasley

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Taylor Best, Chief Clerk