

Clarion County Board of Commissioners
Meeting Minutes
August 13th, 2019
10:04 AM

Those attending: Taylor Best; Tim Cochran; Mindy Frampton; Treasurer McConnell; Sandy Ion; Todd Kline; Kelly Yocca; Mary Lutz; Lindsey Deibler; Christy Logue; Evanne Gareis (press); Randy Bartley (press); Ron Wilshire (press); Espo Wilcox (press).

Call to Order: Commissioner Tharan called the meeting to order at 10:04 am.

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

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

Approval of the Minutes dated July 23rd, 2019:

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 7/23/2019 meeting as presented, the motion passed without opposition.

Announcements:

- Work Session on Tuesday, August 20th, 2019 at 10AM in the conference room
- Commissioner/Salary/Retirement Board meeting on Tuesday, August 27th, 2019 at 10 AM in the conference room
- Recovery Respects First Responders Event on September 8 at 2 PM at the Clarion Veterans Memorial Park
- International Homeless Animals Day Event hosted by Tri-County Animal Rescue at the Clarion Veterans Memorial Park on August 17th
- Stephen Goth from the Sheriff's Department has resigned as of 7/24/2019.

Correspondence:

- Treasurer's Report

Public Concerns and Comments:

Business:

1. Proclamation proclaiming August 23, 2019 as Dave Moore Day.

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to proclaim August 23, 2019 as Dave Moore Day, the motion passed.

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

2. Resolution #18 of 2019 – Revision of Multimodal Transportation Fund Grant, requesting \$1,093,447.

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to approve of Resolution #18 of 2019, the motion passed.

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

3. Fee agreement with Butcher & Winkler as a conflict attorney for CYS. \$150/hour.

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

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

4. Letter of Support for Oil Region Alliance's application for DCED Greenways, Trails, and Recreation grant.

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

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

5. Grant on behalf of Adult Probation from Board of Probation and Parole as annual grant-in-aid. Grant Allocation: \$50,000. Term: 7/1/2019 – 6/30/2020.

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the grant on behalf of Adult Probation, the motion passed.

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

6. Grant on behalf of Juvenile Probation from the Juvenile Court Judges' Commission of the Office of General Counsel. Grant Allocation: \$111,504. Term: 8/13/2019 – 6/30/2020.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the grant on behalf of Juvenile Probation, the motion passed.

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

7. Application for appointment to the MH/DD/EI Advisory Board for Linda Spoharski for a 3 year term beginning on September 24, 2019.

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

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

8. Application for reappointment to the Northwest Commission for John Stroup for a private sector seat with a two year term from July 1, 2019 – June 30, 2021.

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

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

9. Liquid Fuels - Ashland Township was awarded \$6,126 for 2019 LF project, changing project from JB Knight Bypass Superpave project to Double Sealcoat project.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to allow Ashland Township to switch their FY 2019 Liquid Fuels Project, the motion passed.

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

10. Hotel Tax – Application from New Bethlehem Biketoberfest for \$1,300 for marketing. \$650 would be given at time of acceptance, \$650 would be given after completion.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of giving Biketoberfest \$1,300 from hotel tax funds CONTINGENT on double checking that everything in the application can be covered by hotel tax, the motion passed. Commissioner Brosius added that if something is not covered, then it will be less than the \$1300.

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

11. Hotel Tax – Approval of purchasing an ad for the PA Tourism Magazine \$4,750.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the ad for PA Tourism Magazine from hotel tax funds, the motion passed.

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

12. Purchase of 2019 Chevrolet Equinox from Redbank Chevrolet through costars for \$27,252.00 for MH/DD.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the purchase of an equinox for MH/DD, the motion passed.

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

13. Three year lease of 2019 Ford Explorer from Clarion Ford through costars for \$10,812.39/year for Corrections to come out of the Prison Pass Through Account.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the lease of the explorer for Corrections from the Prison Pass Through Account, the motion passed.

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

14. Contract with McCleary Business Machines for supplies and service for copier to be purchased for Corrections. Color prints: \$0.07/print, Black prints: \$0.01/print.

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

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

15. Transportation – Fiscal Year 2019 Certifications and Assurances for FTA Assistance Programs.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the certifications and assurances for Transportation, the motion passed.

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

16. Clarion County Human Services Plan for 2019 – 2020. Assurance of Compliance, budget, and projection.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the 2019-2020 Assurance of Compliance, budget, and projection for HS, the motion passed.

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

17. Tax Claim – Bid on property in Licking Township from the Repository List for \$300.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the bid on the property in Licking Township, the motion passed.

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

18. Request for Cub Scout Pack 51 to use the Veteran’s Memorial Park for a Cub Scout recruitment carnival on September 15 from noon – 5pm

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of Cub Scout Pack 51 using the Veteran’s Memorial Park on September 15, the motion passed.

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

19. Resignation of Zachary Stiglitz (Park) effective 8/6/2019. Resignation of Michelle Campbell (Assessment) effective 7/31/2019. Separation of Employment of Kevin Eberle (911) effective 8/13/2019.

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

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

20. IT – Reposition. Reposition of Logan George from Commissioners Office Northwest PA Summer Intern position into the vacant position of IT – Information Technology Technician. Part time, non-exempt, no more than 21 hours/week. Salary: \$10.35/hour. Effective Date: 8/26/2019.

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

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

21. Park – New Hire. Carol Marshall to fill the vacant position of Seasonal Park Helper. Part time, non-exempt, no more than 29 hours/week. Salary: \$9.43/hour. Effective Date: 8/13/2019.

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

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

22. CYS – New Hire. Joshua Dippold to fill the vacant position of Caseworker 1. Full time, non-exempt, 40 hours/week. Salary: \$28,267.20. Effective Date: 8/6/2019.

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

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

23. HS – New Hire. Jillian Stephens to fill the vacant position of Human Services Director. Full time, exempt, 40 hours/week. Salary: \$67,000. Effective Date: 9/9/2019.

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

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

24. Contract on behalf of the District Attorney’s Office with SAVIN maintenance and service agreement between the PA District Attorney’s Institute and Clarion County. Cost: No fee for 2019. Effective Date: 1/1/2019.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of the contract on behalf of the DA’s office, the motion passed.

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

25. Multiple Contracts on behalf of CYS with terms from 6/30/2019 – 7/1/2020, except for items J and K which have terms from 7/1/2018 – 6/30/2019.

- a. PCYA for technical support for CAPS program. Cost: \$799.11, County Match: \$268.50
- b. Youth Connection for youth mentoring services. Cost: \$15,000, County Match: \$3,000.
- c. AC Valley School District for intensive in-home parenting. Cost: \$5,000. County Match: \$1,000.
- d. Next Step Pregnancy Solutions and Services for Community based abstinence programs. Cost: \$38,336, County Match: \$7,667.
- e. Kids Count Family Psychological for kids in common program/Kid Konnection-visitation with incarcerated parents. Cost: \$33,608.40, County Match: \$20%, \$6,721.68.
- f. Mars Home for Youth for multi-systemic therapy. Cost: \$65/day, County Match: 5%.
- g. Community Action for transitional housing and related supportive services to eligible Clarion County residents. Cost: \$89,701, County Match: \$13,455.15, 15%.
- h. Justice Works Youthcare for truancy remediation services and supervised visitations. Cost: \$1,500/case (\$4,500 monthly max, \$54,000 yearly max.) County Match: 20%.
- i. Clarion Vocational Services for office cleaning. Cost: \$158/week. County Match: \$31.60/week.
- j. Merakey for foster care services. Cost: \$29.29 - \$157.04/day, County Match 20%. Term: 7/1/2018 – 6/30/2019.
- k. Children’s Service Center for foster care services. Cost: \$51.26/day. County Match: 20%. Term: 7/1/2018 – 6/30/2019.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve of contracts A – K on behalf of CYS, the motion passed.

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

26. Approval of the county expenditures bills:

a. General Fund, dated from July 20 to August 9, 2019 Total: \$1,403,522.28

On a motion made by Commissioner Brosius and a 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 July 20 to August 12, 2019 Total: \$718,338.68

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 July 20 to August 9, 2019 Total: \$186,738.45

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 July 20 to August 12, 2019 Total: \$33,198.35

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 July 20 to August 9, 2019 Total: \$67,478.71

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

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

27. Approval of the budget transfers from July 20 – August 9, 2019 totaling \$41,555.00

2019 GENRAL FUND TRANSFER			
CLARION COUNTY BUDGET TRANSFERS			
July 20 to August 9, 2019			
DEPARTMENT	FROM	TO	TOTAL
COMMISSIONERS	VEHICLE MAINTENANCE	MATERIALS & SUPLIES	\$300.00
ASSESSMENT	MATERIALS & SUPPLIES	DUES	\$255.00
MIS. GEN. GOVT.	CAPITAL EXPENSE	PROFESSIONAL SERVICES	\$41,000.00
TOTAL			\$41,555.00

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the Budget transfers of a total of \$41,555 as presented, the motion passed.

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

Other Business: Commissioner Tharan brought up that they got a letter from Secretary of the Governor’s office that the Clarion Hospital will get their \$1,000,000 RACP grant for their emergency room expansion project.

Commissioner Heasley said that he got the official year end results from the United Way/Clarion County’s 211 program, which lists the amount of calls they got, from which demographics, and for what kind of assistance.

Department Head Questions or Comments:

Public Questions and Answer:

Ron Wilshire: “Which multimodal grant is Resolution #18 for?”

Commissioner Tharan answered that it’s for the Grant Street project in Clarion Borough that Planning is helping on.

Ron Wilshire: "The new hire into the vacant HS Director position, what position is that?"

Commissioner Heasley answered that it's Kay Rupert's old position, she retired in 2018 from the Director of Human Services position and it was never filled again.

Randy Bartley: "Tom, by looking at the CYS budget transfers through the year it looks like they're 1.2 million down, are they two quarters behind? Is this a work flow problem or a State reimbursement problem?"

Treasurer McConnell answered that yes the 1.2 million is how much the county has loaned out to CYS, and that CYS is different in that they get reimbursed from the state after purchases, whereas MH/DD gets the money beforehand. Treasurer McConnell also stated that the increasing cost of the services isn't helping and that it's a combination of a work flow problem and a state reimbursement problem.

Randy Bartley: "What did you learn at your CCAP convention?"

Commissioner Tharan answered that they talked a lot about taxation and a possibly soon counties could start asking residents to get a building permit through the county assessment office along with getting a building permit from their local municipality. This would ensure that the county assessment office knows when there are changes to houses and properties.

Randy Bartley: "What did CCAP say about the voting machines?"

Commissioner Tharan answered there was very little talk about voting machines at the conference, but he was able to meet some vendors and go over questions and concerns.

Randy Bartley: "I see they're working at the Courthouse today, is that the window project?"

Commissioner Tharan answered that they are currently working on a couple of different projects, just depends how the weather is to decide which project to work on that day, but their current projects include putting in the new windows at the Courthouse, painting county buildings, and brick/molding."

Randy Bartley: "Estimated cost of those projects and estimated completion date?"

Commissioner Tharan answered the window project is approximately \$250,000, and the painting project is just the cost of the paint. For the completion date it just depends on the weather.

Randy Bartley: "Have you made any new progress on finding a new building? Where are you storing everything since you had to vacate the Old Ford Garage?"

Commissioner Tharan answered that as of today they haven't made progress on a new building. Almost everything from the Old Ford Garage is being stored at county park in Shippenville.

Randy Bartley: "Any word on the flood estimates?"

Commissioner Tharan answered he hasn't heard anything back from EMA, and that municipalities are still gathering all of their information to submit to EMA.

Randy Bartley: "Have you made a determination on the AC Valley Industrial Park?"

Commissioner Tharan answered that he hasn't heard anything, and the Commissioner from Butler County is supposed to get in contact soon.

Evanne Gareis: "Since there hasn't been a Human Services Director since Kay left, how has that department been?"

Commissioner Tharan answered they're overloaded and this new director will be able to help with the workload.

Ron Wilshire: "Any background on the new person hired for the HS Director, Jillian Stephens?"

Commissioner Tharan answered that she works for Venango County currently.

Espo Wilcox: "Regarding item 11, are there any other plans for advertising, any budget, or online presence?"

Commissioner Tharan answered that currently the County doesn't have a line item in the budget for advertising, but they would like to look into that in the future. Currently people submit applications for their ideas of how to bring in tourism through the Hotel Tax Committee, which then get submitted to the Commissioners for approval.

Ron Wilshire: "So how hotel tax works is that it must bring people to local hotels?"

Commissioner Tharan answered that the main goal of it is to bring in tourism, especially tourism that will stay overnight.

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

Wayne R. Brosius

ATTEST:

C. Edward Heasley

Taylor Best, Chief Clerk