

**Clarion County Board of Commissioners**  
**Meeting Minutes**  
**November 12th, 2019**

**Those attending:** Taylor Best; Tim Cochran; Brett Whitling; Rose Logue; Christy Logue; Jeff Smathers; Janice Horn; Lyn Ferguson; Kristi Amato; Treasurer McConnell; Ron Wilshire (press); Evanne Gareis (press); Randy Bartley (press).

**Call to Order:** Commissioner Tharan called the meeting to order at 10:03 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 October 22nd, 2019:**

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 10/22/2019 meeting as presented, the motion passed without opposition.

**Correspondence**

- Treasurer's Report

**Announcements**

- Work Session on Tuesday, November 19<sup>th</sup>, 2019 at 10AM in the conference room
- Commissioner/Salary/Retirement Board meeting on Wednesday, November 27th, 2019 at 10 AM in the conference room
- Press Release: Clarion County Planning Commission is looking for members

**Public Concerns and Comments:** (One person per issue or concern; three-minute limit per person.)

Janice Horn asked about the status of the voting machines, and if the Commissioners had made any decision or had any opinions on the different voting machines and if there had been demonstrations on them. Commissioner Tharan answered that they are not currently the Election Return Board and have no say in voting machines. After all of the votes have been confirmed, then they will again be the Election Return Board.

**Business:**

**\*\*At 10:27am Commissioner Tharan called for an executive session to discuss personnel matters. At 10:41am they exited executive session, no action was taken during that time.**

1. 2020 Tentative Budget

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve the 2020 Tentative Budget as presented, the motion passed.

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

2. Resolution #20 of 2019 for the submission of the FFY 2019 CDBG Application.

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of Resolution #20 of 2019, the motion passed.

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

3. Ordinance 1 of 2019 – Hotel Tax Amendment

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to approve of Ordinance 1 of 2019, the motion passed.

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

4. Public Safety. New Hire. Joey Skiba to fill the vacant position of 911 Telecommunicator Trainee. Part time, no more than 29 hours/week, non-exempt. Effective Date: 10/30/2019. Salary: \$10.66/hour

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

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

5. Public Safety. Promotion. Shane Smerkar to move into the vacant position of 911 Supervisor. Full time, 36/48 hours/week, non-exempt. Effective Date: 10/27/2019. Salary: \$16.90/hour.

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

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

6. Corrections. New Hire. Avery Nelson to fill the vacant position of Part Time Corrections Officer. Part time, no more than 29 hours/week, non-exempt. Effective Date: 11/6/2019. Salary: 12.00/hour

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

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

7. Corrections. Promotion. Dustin Jamison to move into the vacant position of Full Time Corrections Officer. Full time, 36/48 hours/week, non-exempt. Effective Date: 10/30/2019. Salary: \$13.59/hour

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

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

8. CYS. New Hire. Kimberly Black to fill the vacant position of Fiscal Assistant. Full time, 40 hours/week, non-exempt. Effective Date: 11/4/2019. Salary: \$12.59/hour.

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

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

9. Resignation of Roxanne Randolph (Assessment) effective 10/31/2019. Resignation of Donna Buckner (Domestic Relations) effective 10/31/2019. Resignation of Tom Hornberger (Corrections) effective 11/3/2019. Lay off of Park employees for the season, Carol Marshall, Doug Marshall, David Blum, Kelsey Terwilliger, David Lannigan, effective 10/30/2019.

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to approve of the resignations and lay offs, the motion passed.

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

10. Domestic Relations. Promotion. Sydney Whitmore to move into the vacant position of Conference Officer. Full time, 35 hours/week, non-exempt. Effective Date: 11/4/2019. Salary: \$23,660.00

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

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

11. Domestic Relations. Promotion. Heather Reiner to move into the vacant position of Intake

Officer. Full time, 35 hours/week, non-exempt. Effective Date: 11/4/2019. Salary: \$21,840.00  
On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of the promotion, the motion passed.

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

12. Fishing License Issuing Agent Agreement and Authorization Agreement for Electronic Funds Transfer.

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

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

13. Renewal of Delaware Valley Health Trust for medical/RX insurance for 2020 as presented with usage of \$30,579.00 rate stabilization fund.

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of the renewal for medical/RX insurance, the motion passed.

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

14. 2020 Employee Insurance Premium Payroll Deductions

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of the 2020 Employee Insurance Premium Payroll Deductions, the motion passed.

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

15. Renewal of Vision Benefits of America as approved in 2018, for the period 2019-2020

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve of the renewal for vision insurance, the motion passed.

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

16. Contract on behalf of Courts with Thomas Reuters for the seven county attorneys to be able to access West Law online (Judge Arner, Judge Millen, Sara Seidle, Erich Spessard, Cory Ricci, Mark Aaron, Drew Welsh). To access the law library. Cost: \$3,034.72. Term: 36 months upon completion of contract.

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

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

17. Approval of the county expenditures bills:

a. General Fund, dated from October 19 to November 7, 2019 Total: \$921,712.69

On a motion made by Commissioner Heasley and a 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 October 19 to November 12, 2019 Total: \$1,201,377.70

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 October 19 to November 7, 2019 Total: \$164,854.27

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 October 19 to November 12, 2019 Total: \$68,084.45

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 October 19 to November 7, 2019

Total: \$329,507.49

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

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

18. Approval of budget transfers from October 18 to November 7th, 2019 totaling \$21,710.80

2019 GENERAL FUND TRANSFER			
CLARION COUNTY BUDGET TRANSFERS			
October 18 to November 7, 2019			
DEPARTMENT	FROM	TO	TOTAL
DOMESTIC RELATIONS	SECURITY	COURT LEGAL FEES	\$22.07
CORONER	CONTINGENCY RESERVE	CORONER AUTOPSY	\$12,426.00
CORRECTIONS	CONTINGENCY RESERVE	CORRECTIONS UNIFORMS	\$4,100.00
SHERIFF	TRANSPORT	MATERIALS & SUPPLIES	\$500.00
ADULT PROBATION	MAINTENANCE VEHICLES	TRAVEL	\$1,000.00
GIS	SALARIES	PROFESSIONAL SERVICES	\$2,683.00
COMMISSIONERS	CONTINGENCY RESERVE	MAINTENANCE EQUIP	\$700.00
COMMISSIONERS	CONTINGENCY RESERVE	MATERIALS & SUPPLIES	\$194.00
SHERIFF	PROFESSIONAL SERVICES	MAINTENANCE VEHICLES	\$85.73
TOTAL			\$21,710.80

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the Budget transfers of a total of \$21,710.00, 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 Period**

Evanne Gareis: “Do you three have any comments on the budget, especially compared to last year?”

Commissioner Tharan said how Rose Logue, Interim Director of Central Accounting, did a great job.

Commissioner Brosius commented that the number of the overall budget is higher than what is getting spent because the County is a pass through for other organization’s grants.

Ron Wilshire: “In terms of hours, how many long does doing the budget take?”

Commissioner Heasley answered that they start around July, and that all of the department heads and elected officials did a great job being aware of what they really needed without raising taxes.

Evanne Gareis: “What is the employee pay raise?”

Commissioner Tharan answered 2.5%

Ron Wilshire: “What percentage of insurance does the employee cover?”

Commissioner Tharan answered 12.5%

Randy Bartley: “Voting machines, where are we at with them?”

Commissioner Tharan answered that they are not on the Election Return Board at the moment.

Randy Bartley: “Did funding for the machines get passed for voting machines?”

Commissioner Tharan answered yes, 60% will be funded by the state.

Ron Wilshire: “Even though you’re not on election board, can you answer any of Janice’s questions?”

Commissioner Tharan answered no because they’re not on election board.

Randy Bartley: “What CDBG applications are you submitting?”

Randy Bartley: “For the subpoena for the fire, any updates?”

Christy Logue, assistant county solicitor, answered that she’s working on it.

Ron Wilshire: “Was there any action taken during executive session?”

Commissioner Tharan answered no.

Randy Bartley: “Any word on the Allegheny Land Trust?”

Commissioner Tharan heard there was something going on with it, someone possibly buying it, but he wasn’t sure.

Randy Bartley: “Any information on projects you mentioned with Economic Development?”

Commissioner Tharan said he can’t give a lot of information about the projects because it could cause a “Disneyland effect” where if someone would heard that a business or organization wanted land, they would raise the price of the land.

**Adjournment:** On a motion made by Commissioner Heasley and second by Commissioner Brosius to adjourn the meeting at 11:01 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