

Clarion County Board of Commissioners
Meeting Minutes
May 12th, 2020

Those attending: Mindy Frampton, Taylor Kriebel, Tim Cochran, Treasurer McConnell, Chad Johnson, Kristi Amato, Brett Whitling, Dwayne Leham, Lisa Kerle, Matt Kaye, Randy Bartley (press), Evanne Gareis (press), Ron Wilshire (press)

Call to Order: Commissioner Brosius called the meeting to order at 10:08 am.

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

*Commissioner Tharan arrived at 10:09 am

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 29th, 2020:

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 4/29/2020 meeting as presented; the motion passed without opposition.

Correspondence

- Treasurer's Report
- Dwayne Leham gave an update regarding the 2020 Census. July 1st is the tentative date for boots on the ground. If you don't have internet access you can call and request a paper form or complete over the phone by calling 1-844-330-2020.
- Black Fly spraying is to take place this week in Clarion and surrounding counties

Announcements

- Work Session on Tuesday, May 19th, 2020 at 9AM via phone conference.
- Commissioner/Salary/Retirement Board meeting on Tuesday, May 26th, 2020 at 10 AM via phone conference.
- Clarion County CDBG CARES Act Funding Preliminary Public Hearing will be held via virtual zoom meeting on May 14 at 6 PM.

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

Commissioner Heasley announced that the date changed from June 4th, 2018 to June 4th, 2020 for the Transportation Improvement Program

Business:

1. Proclamation – May 6th-12th Nurses Week

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the Proclamation – May 6th-12th Nurses Week, the motion passed.

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

2. Clarion Farmers Market requesting to use the courthouse parking lot from May 9 – October 31, 2020 on Saturdays 6am – 2pm.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the Clarion Farmers Market requesting to use the courthouse parking, the motion passed.

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

3. Tri County Animal Rescue requesting to use the Veteran's Memorial Park and Gazebo on 8/15/2020 from 8am-6pm for Homeless Animal Awareness Day.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve Tri County Animal Rescue requesting to use the Veteran's Memorial Park and Gazebo, the motion passed.

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

4. Request from resident in New Bethlehem to be exempt from 2020 \$5 per capita tax.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the request from resident in New Bethlehem to be exempt from 2020 \$5 per capita tax, the motion passed.

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

5. Hotel Tax requesting up to \$10,000 for advertising and marketing with a focus on outdoor activities.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to table the request of Hotel Tax until ads are seen by commissioners, the motion passed.

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

6. Amendment to Dominion Voting Machines contract and state reimbursement application. Adding \$17,392.50 for an additional scanner (\$4,192.50 due now, \$1,650.00 payments yearly for 8 years between 2021-2028) and \$99,092.30 for the 10th year buyout. Total submitting for reimbursement now \$1,008,315.50.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan amend the Dominion Voting Machines contract and state reimbursement application, the motion passed.

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

7. Notice of Intent to apply for the Elections Security Grant (\$18,900.72) and CARES Act grant (\$16,196.27).

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the Notice of Intent to apply for the grants, the motion passed.

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

8. Human Services Recovery Plan

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the Human Services Recovery Plan, the motion passed.

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

9. Letter of Support for Clarion Free Library's application for a Keystone Grant for Public Library Facilities for heating system upgrades, ADA compliant exterior access, ADA compliant ground floor entrance, and ADA compliant renovations of restrooms.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the Letter of Support for Clarion Free Library's application for a Keystone Grant, the motion passed.

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

10. Joe Rainey to do maintenance to the Clarion County Cemetery to distribute fill, seed, even out, and fill in dips and sink holes. Cost: \$475.00.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley for Joe Rainey to do maintenance to the Clarion County Cemetery, the motion passed.

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

11. Contract with Maher Duessel for auditing services. Fee schedule: 2020-\$49,900. 2021-\$50,900. 2022-\$51,900.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the contract with Maher Duessel for auditing services, the motion passed.

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

12. Contract with Xtreme Cleaning Solutions, LLC to clean the DA's office at 514 Liberty Street, Clarion one time a week at \$75 per week. Effective Date: 5/30/2020.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the contract with Xtreme Cleaning Solutions, LLC to clean the DA's office, the motion passed.

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

13. Contract amendment on behalf of DD with the ARC of Venango and Clarion Counties. Amendment adds the DD respite services to the contract. Previous contract was only for MH services at \$3,519. DD respite addition is an additional \$7,500. County match up to 10%. Term: 7/1/2019 – 6/30/2020.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the contract amendment on behalf of DD, the motion passed.

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

14. Contract amendment on behalf of MH with Community Guidance Center. Increase of \$10,000 due to higher utilization of telehealth services during COVID-19. Total cost: \$47,500, county match 10%. Term: 7/1/2019 – 6/30/2020.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the contract amendment on behalf of MH, the motion passed.

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

15. Agreement with Cyphert's Tree Service for the removal of trees and other debris on the Leeper Communications site. Cost: \$1,000.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the agreement with Cyphert's Tree Service, the motion passed.

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

16. Agreement with Centre Communications to supply and install antennas at the Leeper Communications site. Cost: \$13,203.75.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the Agreement with Centre Communications, the motion passed.

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

17. CDBG – Citizen Participation Plan and amendment to allow for virtual meetings and a reduced public comment period.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the CDBG – Citizen Participation Plan and amendment, the motion passed.

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

18. Amendment to Probation's Pennsylvania Commission on Crime and Delinquency Subgrant. Total received going from \$347,123.00 to \$327,019.00 due to a staffing change for a consultant.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the Amendment to Probation's Pennsylvania Commission on Crime and Delinquency Subgrant, the motion passed.

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

19. Layoff of one position in CYS.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the layoff of one position in CYS, the motion passed.

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

20. Domestic Relations. Ali Shumaker due annual pay raise of 2.5% after successful completion of probation period. Salary: \$11.25/hour. Effective Date: 5/4/2020. Full time, non-exempt, 35 hours/week.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the annual pay raise, the motion passed.

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

21. MH. New Hire. Daniel Gruver to fill the vacant position of Mental Health Specialist 2 (Deputy Director). Full time, exempt, 40 hours/week. Salary: \$41,841.80. Effective Date: 5/11/2020.

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

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

22. Corrections. Correction from the 3/10/2020 meeting. Avery Nelson's salary is to be \$13.59, was previously approved at \$13.93/hour.

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the correction, the motion passed.

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

23. CYS. New Hire. Christina Harlan to fill the vacant position of County Caseworker 1. Full time, non-exempt, 40 hours/week. Salary: \$28,267.20. Effective Date: 5/11/2020.

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

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

24. CYS. New Hire. Civil Service Transfer, Promotion from List. Heather Haines to fill the vacant position of County Casework Supervisor. Full time, exempt, 40 hours/week. Salary: \$40,821.40. Effective Date: 5/18/2020.

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

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

25. Retirement of David Dunn (Public Safety) effective 7/14/2020. Separation of Employment of Joshua Dippold (CYS) effective 5/4/2020, Christopher Lauer (Corrections) effective 6/25/2018, Ronald Cathcart (Corrections) effective 5/7/2020, Michael Milliron (Corrections) effective 7/3/2019, Logan George (IT) effective 5/8/2020.

On a motion made by Commissioner Tharan and seconded by Commissioner Heasley to approve the retirement and separations of employment, the motion passed.

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

26. IT. New Hire. Logan George to fill the vacant position of State Local Intern Program. Part time, non-exempt, no more than 29 hours/week. Salary: \$10.61 (county pays 35%). Effective 5/11/2020.

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

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

27. Approval of the county expenditures bills:

a. General Fund, dated from April 24 to May 7, 2020	Total: \$656,288.16
b. Human Services, dated from April 24 to May 7, 2020	Total: \$349,756.35
c. 9-1-1 Checking, dated from April 24 to May 7, 2020	Total: \$6,513.26
d. Transportation, dated from April 24 to May 7, 2020	Total: \$9,241.75
e. Misc, dated April 24 to May 7, 2020	Total: \$125,053.54

On a motion made by Commissioner Heasley and seconded by Commissioner Tharan to approve the county expenditures bills, the motion passed.

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

Other Business: Commissioners Heasley explained that everyone in Clarion County need to complete the Census, lots of programs are based off the population and information gathered from the census and could affect many funding programs and can drop revenue for 911, schools, and other organizations.

Department Head Questions or Comments: n/a

Public Questions and Answer Period

Ron Wilshire: "On the Cares money connected to CDBG, are there limits on what you can use it for?"

Commissioner Brosius answered that it has to benefit low to moderate communities.

Kristi Amato answered it can be used to buy masks, supplement businesses, cleaning supplies and distributing food.

Ron Wilshire: "Aren't the low to moderate rates based on the Census too?"

Kristi Amato answered yes, it is based on that too as well as income levels.

Evanne Gareis: "For the elections grants, did you say that was Federal money?"

Commissioner Brosius answered yes, it is all Federal money funneled through the state to the counties.

Evanne Gareis: "For the CDGB participation plan, is that connected to the CARES grant or something different?"

Kristi Amato answered that is for the CDBG program, our entitlement money, not just the CARES Act fund.

Randy Bartley: "Why the layoff in CYS?"

Commissioner Tharan answered because there are not as many trips due to the coronavirus.

Randy Bartley: "The Hotel Tax committee application for the ads, what information are you waiting for?"

Commissioner Heasley answered a copy of the ads and the market area to send the ads.

Randy Bartley: "Other counties say they're being overwhelmed with mail in ballots, are you experiencing it?"

Commissioner Heasley answered yes, Elections is receiving way more than usual mail in ballots.

Randy Bartley: "For the Liquid Fuels line, with no one traveling, will that affect the Liquid Fuels amount, the revenue you get?"

Commissioner Heasley answered that a 5-10% reduction in revenue is what the state told us to expect.

Randy Bartley: "What did the county receive last year for Liquid Fuels?"

Commissioner Heasley answered that he doesn't have the exact figure.

Treasure McConnell answered just over \$100,000.

Ron Wilshire: "Are mail in ballots the same you would've used; are more being printed? Are they the same?"

Commissioner Tharan answered that a lot more are being printed because a lot more are being requested. They are all the same though.

Randy Bartley: "Are you still looking for poll workers?"

Commissioner Heasley answered that we have lost a few but still doing good.

Adjournment: On a motion made by Commissioner Heasley and second by Commissioner Tharan to adjourn the meeting at 11:03 a.m., the motion passed without opposition.

Clarion County Board of Commissioners

Wayne R. Brosius, Chair

ATTEST: _____

Theodore W. Tharan

Taylor Kriebel, Chief Clerk

C. Edward Heasley