

Clarion County Board of Commissioners

MEETING MINUTES

August 25th, 2020

Those Attending: Kristi Amato - Planning, Jeff Smathers - DPS, Karyn Montana - Treasurer's Office, Randy Bartley - Press, Ron Wilshire - Press, Evanne Gareis - Press

Call to Order: Commissioner Brosius called the meeting to order at 10:01 AM

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

Approval of the Agenda:

On a motion make by Commissioner Tharan and second by Commissioner Heasley to approve the agenda with adding an Item 19 (A special Gift), the motion passed without opposition.

Approval of the minutes dated August 11th, 2020:

On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve the minutes from the 8/11/2020 meeting as presented; the motion passed without opposition.

Correspondence:

Treasures Report

Announcements

- Work Session on Tuesday, September 1st , 2020 at 9 AM in the Admin conference room.
- Commissioner/Salary Board/Retirement Board meeting on Tuesday, September 8th, 2020 at 10 AM in the Admin conference room
- Sheriff Munsee hired Kaylie Gathers for the vacant Deputy position in the Sheriffs department. Full time, Union Position, 40 hours/week, Salary: \$12.50/hour. Effective Date: 8/17/2020
- Commissioner Tharan commented that he attended the VNA Breakfast this morning and it was nice to see them do something nice for their employees. They are all doing a good job.

Business:

- 1 Bid on the repository list for a property in Clarion Township, coal & limestone minerals only, 110 acres. Bid: \$275.00.

On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the approve the bid, the motion passed.

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

- 2 Bid on the repository list for a property in Toby Township, House + 1 acre. Bid: \$870.00

On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the approve the bid, the motion passed.

- 3 Bid on the repository list for a property in Beaver Township, minerals only, 50 acres. Bid: \$565.00

On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the approve the bid, the motion passed.

- 4 Resolution #12 of 2020 - 2020 Community Development Block Grant - Coronavirus Application.

On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve Resolution #12 of 2020, the motion passed.

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

- 5 Application for District Attorney for a 2021-2022 RASA/VOJO Grant through PCCD.

On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve the grant application, the motion passed.

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

- 6 Contract renewal with CCAP Accidental Medical Insurance Plan for volunteers. Term: October 1, 2020 - October 1, 2021. Cost: \$330.00.
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the Contract renewal with CCAP Accidental Medical Insurance Plan for volunteers, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 7 Contract on behalf of CYS with Swartzfager Child Care, Inc. for child care services. Term: July 1, 2020 - June 30, 2020. Cost: \$32/day (when services are needed), county match 20%.
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the contract on behalf of CYS with Swartzfager Child Care Inc., the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 8 Contract with IA Construction Corporation through Co-Stars for Base Repairs for the Human Services Building parking lot. Cost: \$15,302.60.
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the contract on behalf of CYS with IA Construction Corporation, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 9 Purchase of two boilers for the Human Services Building from Deets Mechanical through Co-Stars. Cost: \$24,971.00, County Match 10%.
- On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve purchase of two boilers for the Human Services Building, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 10 Purchase of outdoor air conditioning unit for the Human Services Building from Deets Mechanical through Co-Stars. Cost: \$12,866.00, County Match 10%.
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve purchase of outdoor air conditioning units for Human Services Building, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 11 Contract on behalf of IT with CDW-G through Co-Stars for the Clarion County Dell Migration Services project. Effective Date: August 4, 2020. Cost: \$12,559.61.
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the contract on behalf of IT with CDW-G, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 12 Contract on behalf of Public Safety with Centre Communicaitons for an IP Microwave network to provide back hall for Wireless Broadband access points to seven tower sites operated by Clarion County. Term: To be completed by December 15, 2020. Cost: \$189,746.38.
- On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve the contract on behalf of Public Safety with Centre Communications, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 13 Contract on behalf of Assessment with Evaluator Services and Technology, Inc. to conduct an organizational and operational review of the Property Assessment Department. Term: August 17, 2020 - August 17, 2021 (or until completion of services). Cost: \$9,750.00.
- On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve the contract on behalf of Assessment with Evaluator Services, the motion passed.
- Roll Call:** Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes

- 14 Grant Union COG Pool Park \$500 from Marcellus Legacy Funds to help with the cost to replace their pool sweeper.
On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve to grant Union COG Pool Park \$500, the motion passed.
Roll Call: Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 15 Resignation of Erica Peterson (Corrections) effective 8/27/2020 and Laura Elder (GIS) effective 8/13/2020.
On a motion made by Commissioner Heasley and a second by Commissioner Tharan to approve the resignations, the motion passed.
Roll Call: Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 16 Assesment. New Hire. Roxi Randolph to fill the vacant position of Temporary Senior Assessor. Part time, non-exempt, no more than 35 hours of contracted services., Effective Date: 8/24/2020. Salary: \$19.62/hour.
On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the new hire, the motion passed.
Roll Call: Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 17 Transfer from August 4th, 2020 to August 19th, 2020. Coroner: \$1,000 from Materials and Supplies to Transports. Emergency Management: \$1,000 from Materials and Supplies to Maintenance Equipment. District Court 13-03-01: \$50 from Travel to Maintenance Equipment.
On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the transfers, the motion passed.
Roll Call: Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 18 Approval of the county expenditures bills:
- | | | |
|--|--------|--------------|
| • General Fund, dated from August 5th to August 19th, 2020 | Total: | \$453,017.18 |
| • Human Services, dated from August 6th to August 19th, | Total: | \$319,203.33 |
| • 9-1-1 Checking, dated from August 6th to August 19th, | Total: | \$26,728.93 |
| • Transportation, dated from August 6th to August 19th, 2020 | Total: | \$47,010.60 |
| • Misc., dated from August 6th to August 19th, 2020 | Total: | \$483,233.75 |
- On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve the county expenditures bills, the motion passed.
Roll Call: Commissioner Brosius - Yes, Commissioner Tharan - Yes, Commissioner Heasley - Yes
- 19 Donation of framed picture (The Cook Forest) by Anthony E. Cook.
On a motion made by Commissioner Tharan and a second by Commissioner Heasley to approve acceptance of donation, the motion passed.

Other Business Commissioner Heasley announced that DEP came out with 16 counties on the drought list.

Department Head Questions or Comments

Public Questions and Answer Period

Evanne Gareis asked, "For number four, what is that Coronavirus application, the CBDG? That addition to the CARES Act."

Commissioner Heasley answered, "Yes. Kristi is handling that."

Kristi Amato answered, "It's a separate round of the CARES Act funding. Some of the funding went directly to HUD for the CBDG program. So yes, that is in addition to our regular CBDG grant. And, that is a separate grant that the county is offering."

Evanne Gareis asked, "Do you know how much it is?"

Kristi Amato answered, "The total for all three, which would be the county, the borough and the township \$291,312.00."

Ron Wilshire asked, "Can it be used for COVID related?"

Kristi Amato answered, "It must be used for LMI guidelines."

Commissioner Brosius answered, "We did have a public hearing period looking for ideas from everyone in the county. And, we had one person."

Kristi Amato answered, "We had one person at the first public hearing. We are required to have two public hearings."

Ron Wilshire asked, "There was mention of the Sheriffs office hiring a new person. I am just curious, has the Sheriff or the County reached any kind of agreement with C-L regarding the officer in the school they have?"

Commissioner Brosius answered, "We're still working on that."

Randy Bartley asked, "What's the need for the evaluation in the Assessment Department?"

Commissioner Heasley answered, "An independent firm will come in and review the Assessment office operations, GIS, Register Recorder, Tax Claim. They will review the unity of all of the departments and make sure the longevity of the departments, make sure no duplicate work is being done. We may have programs doing something that another program is doing somewhere else. Jeff and Tim are both active in it and overseeing it. Trying to get the efficiency in all of our departments."

Randy Bartley asked, "I'm interfering from what you're saying, that there is some discord there now?"

Commissioner Heasley answered, "There probably is some when we hired the new director, Zach. Tim went over and Jeff took over GIS they found some duplicate service. And we need to get organized."

Ron Wilshire asked, "There has been personnel turnover in Assessment and GIS?"

Commissioner Heasley answered, "Just people moving on."

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

Clarion County Commissioners

Wayne R. Brosius, Chair

Theodore W. Tharan

ATTEST:

Mindy Frampton, Deputy Chief Clerk

C. Edward Heasley

