

**Clarion County Board of Commissioners**  
**Meeting Minutes**  
**October 25, 2016**

The meeting was called to order by Commissioner Tharan at 6:02 p.m.

Those attending: Carol Clinger; Trisha Douglas; Treasurer McConnell; Kristi Ditz; Megan Kerr; Natasha Brenneman (press); Evanne Gareis (press); Ron Wilshire (press); Brett Whitling (press); Michael Collins (press).

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 as presented, the motion passed without opposition.

Approval of the Minutes dated October 12, 2016: On a motion made by Commissioner Heasley to approve the minutes of the last meeting as presented, the motion passed without opposition.

Correspondence:

- A letter was received from the U.S. Department of Homeland Security, Federal Emergency management Agency (FEMA) responding to the request submitted by the state Emergency Management Agency (PEMA) to accept Clarion County Debris Management Plan for participation in the Public Assistance Alternative Procedures Pilot Program for debris removal. FEMA has determined Clarion County's plan is acceptable.

Announcements:

- Clarion County Park is scheduled to close on October 31st and will reopen in the spring of 2017
- Work Session is on Tuesday, November 1st at 9 a.m., in the conference room
- Records Improvement meeting is on Thursday, November 3rd at 10 a.m. in the conference room
- November 8th is General Election Day, all county offices will be open
- Commissioners and Salary Board meetings are on Wednesday, November 9th in the conference room

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

Business:

1. Request to seek proposal (RFP) for the 2017 Tax and Revenue Anticipation Note (TRAN)

On a motion to seek proposals from local county bank for a Tax and Revenue Anticipation Note as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

2. A new contract on behalf of the Human Services Department with Clarion Vocation Services (CVS) of Clarion, PA, for office cleaning.

Term: 10/10/16 – 6/30/17                      Cost: \$35/month                      Match: 10-20%

On a motion to approve a new contract with CVS as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

3. A contract renewal on behalf of CYS with the state Department of Human Services of Harrisburg, PA, for Children Welfare Information Solutions (CWIS) data sharing at no cost.

Term: 10/1/17 – 9/30/18

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the contract renewal with PA DHS as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

4. A contract amendment on behalf of the Human Services Development Fund/Homeless Assistance Program (HSDF/HAP) with CVS of Clarion, PA for office cleaning

Term: 10/10/16 – 6/30/17                      Cost: \$12/month

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve the contract amendment to the HSDF/HAP contract with CVS as presented, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

5. Awarding of the 2016 CDBG Grant Funding:

a) Foxburg Borough:                      \$27,000

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve, as presented, the \$27,000 CDBG grant to be awarded to Foxburg Borough for the purpose of removing blighted properties.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

b) East Brady Borough:                      \$158,091

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the \$158,091 grant to be awarded to East Brady Borough to be used for sewer lateral work in the borough.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

**6. Purchase bid received on a property in Tax Claim repository, located in Highland Township**

On a motion made by Commissioner Brosius and second by Commissioner Heasley to accept the bid of \$555 for the property in Highland Township and get it back on the tax rolls.

**7. Proclamations/Citizen Recognizing**

- a) Community Action’s Retired Senior Volunteer Program (RSVP)
  - i. Senior Corps of PA Legacy Award – Helen Toy
  - ii. Community Action 2016 Volunteer of the Year – Janet Cairns
- b) Eagle Scout Nicholas Cherico
- c) Spec. Ross A McGinnis Memorial Post Office Dedication

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve presenting the proclamations as presented, the motion passed without opposition.

**8. Treasurer’s report: General Fund balance as of October 24, 2016 is \$4,507,806.95**

**9. Approval of the county expenditures bills:**

- a) General Fund, dated: October 11 – 21, 2016 Total: \$606,527.13

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

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

- b) Human Services, dated: October 10 – 20, 2016 Total: \$233,222.08

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

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

**10. Approval of the budget transfer(s) for the dates of October 11- 20, 2016, totaling \$15,820.95**

October 11 to 20, 2016 BUDGET TRANSFERS			
DEPARTMENT	FROM	TO	TOTAL
MISC. GENERAL GOVT.	DEBT SERVICE 2016	SINGLE AUDIT	\$1,778.00
COMMISSIONERS	TRAVEL	TRAINING	\$371.00
SHERIFF	GASOLINE	VEHICLE REPAIR	\$2,500.00
COMMUNICATIONS	MAINTENANCE COMPUTER	TOWER RENT	\$1,611.01
COMMUNICATIONS	MAINTENANCE COMPUTER	MAINTENANCE EQUIPMENT	\$2,034.87
CORONER	CORNER FEE EXPENSES	MATERIALS & SUPPLIES	\$356.00
COUNTY PARK	MAINTENACE EQUIPMENT	WATER & SEWAGE	\$500.00
CORONER	CONTINGENCY RESERVE	CORNER'S AUTOPSY	\$6,270.07
DISTRICT COURT 18-3-04	FUELS	ELECTRIC	\$400.00
<b>TOTAL</b>			<b>\$15,820.95</b>

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

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

Other Business:

- 1) Open Flow proposal for gas rates at \$2.632/Dt.

On a motion made by Commissioner Brosius and second by Commissioner Heasley to name Open Flow as the natural gas carrier for Clarion County at \$2.632/Dt, the motion passed.

Roll call vote: Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

Department Head Questions or Comments:

Treasurer McConnell reported that his office will be sending out reminder postcards to dog owners as a reminder that dog license are due.

Public Questions and Answer Period:

Ron Wilshire asked for further information of the CDBG projects

Brett Whitling asked for more information on how the new Smith (Goodwill) Building located on 6<sup>th</sup> Avenue will be used.

Evanne Gareis question the TRAN and how it will be used.

Adjournment: On a motion made by Commissioner Brosius and second by Commissioner Heasley to adjourn the meeting at 6:26 p.m., the motion passed without opposition.