

COMMISSIONER'S BOARD MEETING MINUTES, AUGUST 15, 2019

Present for the meeting were Commissioners Robert J. Snyder, Jr., Basil D. Huffman and Norman J. Wimer. Also present were Sheriff Wolfgang, CYS Administrator Terry Pease, Treasurer Stacey Barnes, Mark Kingston and Kara O'Neil, reporter from the Derrick.

I. Call to Order: Commissioner Snyder called the meeting to order at 10:00 a.m. after leading the group in the Pledge of Allegiance and a moment of silence.

II. Public Comment: There was no public comment.

III. Approval of the August 1, 2019 meeting minutes: Commissioner Huffman made a motion to approve the minutes of the August 1, 2019 meeting. Commissioner Wimer seconded the motion. The motion carried unanimously.

IV. Approval of the following bills: Commissioner Wimer made a motion to pay the following bills. Commissioner Huffman seconded the motion. The motion carried unanimously.

General Fund Payroll	\$50,629.78
General Fund Bills	\$45,742.26
Transportation Payroll	\$13,184.07
Transportation Bills	\$9,209.25
Children & Youth Payroll	10,497.96
Children & Youth Bills	\$10,104.28

V. Department Requests:

1. Commissioner Huffman made a motion to approve the Auditors' request to purchase ink at a cost of approximately \$43.00. Commissioner Wimer seconded the motion. The motion carried unanimously.
2. Commissioner Wimer made a motion to approve the Register, Recorder, Prothonotary and Clerk of Courts request to order a two-hole and three-hole punch at a cost of \$27.00. Commissioner Huffman seconded the motion. The motion carried unanimously.

VI. Old Business:

1. The storage room for election equipment has been completed.
2. The sidewalk and stairway to the Annex building is nearly complete, except for the staining of the railing.
3. The County Auditors will be moving into the old Domestic Relations Office.

VII. New Business:

1. Commissioner Wimer made a motion to approve the hiring of Stephanie Puleo as a Caseworker II for Forest County Children & Youth Services, effective August 26, 2019 at a rate of \$16.00 per hour. Ms. Puleo has 16 years of experience with Venango County Human Services and is cross trained to deal with Aging, Mental Health and Children & Youth clientele. She is fully qualified, trained and experienced and can conduct all of the required duties of the position. Commissioner Huffman seconded the motion. The motion carried unanimously.
2. Commissioner Huffman made a motion to approve the Needs Based Plan and Budget for FY 20-21 with a total County commitment of \$192,336.00 and total program cost being \$972,957.00. Commissioner Wimer seconded the motion. The motion carried unanimously.
3. Commissioner Wimer made a motion for the County Treasurer to make checks out of the Veteran's Transportation Account to pay the following bills:

Veteran	\$58.45	Reimbursement for trips in July
Transportation Account	\$835.80	July veterans' fares

- Commissioner Huffman seconded the motion. The motion carried unanimously.
4. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Title III Account for the following bills at the Fire Wise Education Center:
Tionesta Business Park \$33.60 May water/sewer policy
Commissioner Wimer seconded the motion. The motion carried unanimously.
 5. Commissioner Wimer made a motion for the County Treasurer to make checks out of the 911 Account to pay the following bills:
Verizon \$937.00 Account #450778786000196
Windstream \$52.96 Account #021428743
Windstream \$197.11 Account #021613493
Windstream \$185.89 Account #021613494
Commissioner Huffman seconded the motion. The motion carried unanimously.
 6. Commissioner Huffman made a motion for the County Treasurer to make checks out of the Visitor Center Account to pay the following bills:
UGI Central \$30.65 Account #411007533655
MVS Security \$371.40 Annual monitoring fee of panic button system
General Fund \$10.56 Snyder Brothers Gas supplier reimbursement and supplies
Commissioner Wimer seconded the motion. The motion carried unanimously.
 7. Commissioner Wimer made a motion for the County Treasurer to make checks out of the Act 13 Legacy Account to pay the following bills:
The Eads Group \$2000.00 Professional services evaluating the Mayburg Bridge
General Fund \$533.70 Reimbursement of solicitor services re: Mayburg Bridge
Commissioner Huffman seconded the motion. The motion carried unanimously.
 8. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Act 13 Impact Fee Account payable to MVS Security Services in the amount of \$5010.90 for the installation of a monitored panic button system at the Transportation, Children & Youth and Visitor Center Offices.
Commissioner Wimer seconded the motion. The motion carried unanimously.
 9. Commissioner Wimer made a motion to approve the Addendum to the Delaware Valley Health Trust Agreement whereby Forest County agrees to maintain participation in DVHT for a minimum of three years after January 1, 2020 in exchange the Trust will provide health benefits for the County which calls for 100% funding of the deductibles for the new high deductible PPO HRA \$1500 individual/\$3000 family (or two person/parent-child). Pharmacy copays will remain unchanged at \$15/\$30/\$50.
Commissioner Huffman seconded the motion. The motion carried unanimously.
 10. Commissioner Huffman made a motion to adopt Ordinance #2 of 2019, amending by restatement in its entirety Ordinance #1 of 2017, Imposing a Tax on Hotel Rooms to Fund County-wide Tourist Promotion, to include online bookings of overnight lodging for County Hotel Tax purposes.
Commissioner Wimer seconded the motion. The motion carried unanimously.
 11. Commissioner Wimer made a motion to approve the hiring of Tori Oberlander as the Probation IP Coordinator for Forest County effective, Monday, August 12, 2019 at a rate of \$15.50 per hour and a workweek of 32.5 hours per week. Ms. Oberlander has a Bachelor's Degree in Criminal Justice and resides in Clarion County. Commissioner Huffman seconded the motion. The motion carried unanimously.
 12. Commissioner Huffman made a motion to proclaim September as Fetal Alcohol Spectrum Disorder Awareness Month in order to support a national effort to educate about and prevent FASDs.
Commissioner Wimer seconded the motion. The motion carried unanimously.

13. Commissioner Huffman made a motion to approve the Individual Service Agreement between Cody B. MaGill and the County of Forest in order to complete the obligations under the contract with the Department of Health in order to track deaths related to opioid use. The effective date of the agreement shall be September 1, 2018 through December 31, 2019 and Mr. MaGill shall be compensated \$350.00 per month for that period, all of which shall be reimbursed by the DOH Grant. Commissioner Snyder seconded the motion. Commissioner Wimer abstained. The motion carried unanimously.

VIII. Adjournment: Commissioner Huffman made a motion to adjourn the meeting. Commissioner Wimer seconded the motion. The meeting adjourned at 10:20 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk