

**Thursday, January 4, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Michelle Sonnie, Cathy Dremel and Michelle Kunes

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Janaan Maggs and Misty Mark

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the December 28, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the Salary Board Meeting minutes from the December 28, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the promotion of Jonathon Plessinger, from part time to full time Dispatcher at the Department of Emergency Services, effective January 14, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. PROMOTION J.PLESSINGER DES

Mr. Smeltz asked for a motion to approve the resignation of Kenneth Wiseman, full time Correctional Officer at the Clinton County Correctional Facility, effective January 12, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESIGNATION K.WISEMAN CCCF

Mr. Smeltz asked for a motion to approve the termination of Laural Zerbe, full time Food Service Worker at the Clinton County Correctional Facility, effective January 2, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. TERMINATION L.ZERBE CCCF

Mr. Smeltz asked for a motion to approve the promotion of Kaci Woznicki from part time to full time Correctional Officer at the Clinton County Correctional Facility, effective December 31, 2017. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. PROMOTION K.WOZNICKI CCCF

The Commissioners' Meeting was adjourned at 10:07 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:09 AM.

Mr. Smeltz asked for a motion to approve the County bills in the amount of \$530,819.26, for the period ending January 4, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. COUNTY BILLS

There were no Staff Reports. STAFF REPORTS

Ms. Maggs commented that there is little activity in the Capital now. The House will return on January 22, 2018. REP. HANNA'S REPORT

Mr. Conklin had questions on the Tax/Sheriff Sales. Mrs. Kunes said that Sheriff's sales are for foreclosures and not for nonpayment of taxes. COMMISSIONERS REPORT

The Commissioners discussed any remaining Board positions that need to be filled for 2018.

The Commissioners said the move to Piper will begin soon. The first department to move will be the IT department in January. Then the Children and Youth Department will follow over a two week period in February.

Mr. Smeltz welcomed Misty Mark from Leadership Clinton County to the meeting. She stayed after the meeting and asked several questions about County Government.

Ms. Paez had questions on the funding sources for Rails to Trails. Mr. Smeltz said the Commissioners will be applying for grants and using the available Act 13 money. Mr. Conklin said he would like to see the project keep moving forward. PUBLIC COMMENTS

Mr. Morris asked if the Coroners vehicle was approved in the 2018 Budget. Mr. Smeltz said that there is funding in the budget but they are not moving forward to purchase a vehicle at this time. Mr. Conklin said that the Coroner needs a vehicle because he gets called out to some very remote areas and he needs a four wheel drive vehicle with proper lights and signage.

Mr. Morris asked if the Children and Youth department was approved for a new hire in their 2018 budget. Mr. Smeltz answered no that they were not. It is hoped that when all CYS personnel are under one roof at Piper, use of their staffing resources will be easier to manage and cover all necessary functions without hiring additional staff.

Mr. Morris also asked if there was a Public timeline for the move of office to Piper. Mr. Smeltz reported at the time that there is no definite time schedule. Each move date depends on the completion of remodeling and the movement of the previous group. A lot of the timing also depends on when Davis Insurance is able to vacate their portion of the building. Public announcements will be issued once the schedule is set. It will take all of 2018 to complete the move of all offices.

The meeting adjourned at 10:37 AM. ADJOURNMENT

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Chief Clerk

**Thursday, January 11, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Michelle Sonnie, Cathy Dremel, Kevin Fanning, Tristan Rock, Peggy Heller, Rita O'Brien, Jennifer Hoy and Michelle Kunes

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Kristin Petruzzi, James Heiney and Joby Topper

The meeting was called to order at 10:01 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the January 4, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the Salary Board Meeting minutes from the January 4, 2017 meeting. Motion by Mr. Conklin; seconded by Mrs. Kunes. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve a Professional Services Agreement with MCM Consulting Group, Inc., to provide consulting services to the Department of Emergency Services at a rate of \$82.50 per hour, which includes all office and travel expenses, effective for a one-year period beginning on February 1, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. APPROVAL AGREEMENT W/MCM CONSULTING GROUP INC DES

Mr. Smeltz asked for a motion to approve a Mutual Cooperation and Coordination Agreement between Clinton County and Geisinger Health Plan to coordinate the delivery of covered services to medical assistance recipients served by Children and Youth Services Agency and the Office of Juvenile Probation, effective November 1, 2017 and to be reviewed annually and amended as appropriate. Mrs. Rock commented that this is for children in CYS care. There is no cost to the County. Medical Assistance will pay for the services. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. APPROVAL AGREEMENT WITH GEISINGER HEALTH PLAN FOR CYS/J. PROB CLIENTS

Mr. Smeltz asked for a motion to approve a contract for service between the County of Clinton and Kayla Aungst to provide professional tutoring services for and to the Independent Living Program, at a rate of \$12.00 per hour, effective from January 8, 2018 through June 30, 2018. Mrs. Rock said this tutoring program is open to children in the Children and Youth and Juvenile Probation services, and is available certain days of the week after school. The high school provides no programs for tutoring. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. APPROVAL CONTRACT WITH KAYLA AUNGST TUTORING SERVICES CYS/J. PROB.

Mr. Smeltz asked for a motion to approve Change Order Number 2 with Lecce Electric, Inc., for the Electrical Construction Contract No. 2017-4 at the Clinton County Correctional Facility under 2017 Capital Project, for an additional amount of \$5,936.57. Mr. Smeltz said the project is very close to being finished. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. CHANGE ORDER NO.2 LECCE ELECTRIC,INC. ELEC.CONST.CONTRACT NO.2017-4/CCCCF

Mr. Smeltz asked for a motion to approve the hiring of Kristin Petruzzi as Director of Voters Registration/Elections and Deputy Chief Clerk, effective January 22, 2018. Mr. Smeltz welcomed Mrs. Petruzzi to the meeting. Mrs. Petruzzi said she is very excited and eager to start her career with Clinton County. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. HIRING KRISTIN PETRUZZI VOTER REG/ELECTIONS & DEPUTY CHIEF CLERK

Mr. Smeltz asked for a motion to approve the temporary promotion of Joseph Blazina from Corrections Officer to Lieutenant at the Clinton County Correctional Facility, effective January 7, 2018 through January 20, 2018. The current Lieutenant is going on Military leave. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. PROMOTION JOSEPH BLAZINA CCCC

Mr. Smeltz asked for a motion to approve the resignation of Brandy Perchinski, part time Corrections Officer at the Clinton County Correctional Facility, effective January 4, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESIGNATION B.PERCHINSKI CCCC

Mr. Smeltz asked for a motion to approve the resignation of Zachary Ohl, full time Corrections Officer at the Clinton County Correctional Facility, effective January 9, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESIGNATION ZACHARY OHL CCCC

Mr. Smeltz asked for a motion to approve the hiring of Bradley Shearer, Tyler Feist, Albert Betzger, and Chad Cashwell as full time Corrections Officers at the Clinton County Correctional Facility, effective January 15, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. HIRING B.SHEARER,T.FEIST, A.BETZGER, C.CASHWELL CCCC

Mr. Smeltz asked for a motion to approve the hiring of Tera Perryman, Charles O'Brien, Kirsten McAndrew and Andrew Lutz as part time Corrections Officers at the Clinton County Correctional Facility, effective January 15, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. HIRING T.PERRYMAN,C.O'BRIEN, K.MCANDREW, A.LUTZ CCCC

The Commissioners' Meeting was adjourned at 10:23 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:26 AM.

Mr. Smeltz asked for a motion to approve the County bills in the amount of \$370,626.26, and Net Payroll in the amount of \$290,112.96, for the period ending January 12, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. COUNTY BILLS/PAYROLL

Mrs. Kunes reported that they are getting ready to move unpaid 2017 taxes to the Tax Claim Bureau. Mr. Smeltz said that the Commissioners and Treasurer will be discussing taking Credit Card payments in person in County Offices with the County's financial institution next week. STAFF RPORTS

Mr. Fanning reported that there will be a flash flood watch into the weekend but concerns are limited for our area.

There were no reports from Mr. Hanna's office.

REP. HANNA'S REPORT

Mr. Smeltz announced that there was a Solid Waste Authority meeting Wednesday night. The Board is concerned because the Covered Device Recycling Act that expired December 31, 2017 and the landfill now must charge County residents \$20 per item to dispose of TV's and computers. He suggested that the Commissioners submit a letter in support of HB 800. Mr. Conklin agreed and expressed concerns that instead of paying the fee, people will dump the devices along county roadways and over banks.

COMMISSIONERS REPORT

Mr. Smeltz discussed the Governor's recent declaration that the opioid epidemic is a statewide emergency. He welcomed members of Leadership Clinton County's current class.

Mr. Morris asked the County Treasurer if there were options to pre-pay your 2018 Real Estate taxes. Mrs. Kunes said that payments cannot be taken because the tax amounts and notices are not known or prepared as of now.

PUBLIC COMMENTS

The meeting adjourned at 10:48 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

## Thursday, January 18, 2018

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Michelle Sonnie, Cathy Dremel, Peggy Heller, Rita O'Brien, Michelle Kunes, Michelle Crowell, Bill Frantz, Katie DeSilva, Jason Foltz, Don Powers, and Judge Miller

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Pete Jung, Fred Boylestin, Joe Pierce, David Payne and John Hewlett

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz. Mr. Smeltz announced that personnel and salary matters would be moved to the beginning of the agenda.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the January 11, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the Salary Board Meeting minutes from the January 11, 2017 meeting. Motion by Mrs. Kunes; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the transfer of Kaylyn Walker, from Caseworker in Children and Youth Services to Juvenile Probation Officer, effective January 22, 2018, with no change in salary. Mr. Foltz said she would be a great fit for the vacancy in his office. Ms. Walker had interned in the Probation Department and has since been working with CYS and it should be an easy transition. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. TRANSFER KAYLYN WALKER J.PROB.

Mr. Smeltz asked for a motion to approve the correction of the date of transfer for Kaci Woznicki from part time to full time Correctional Officer at the Clinton County Correctional Facility to January 14, 2018. The motion at the previous meeting had the date as December 31, 2017. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. DATE CORRECTION KACI WOZNICKI JAN. 14, 2018

Mr. Smeltz asked for a motion to approve the change in the hiring of Andrew Lutz to full time Correctional Officer at the Clinton County Correctional Facility, effective January 15, 2018. He was hired as part time and one of the full time hires didn't accept the job. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. CHANGE ANDREW LUTZ FT CO /CCCF

Mr. Smeltz asked for a motion to approve the continued employment of Brandy Perchinski as a part time Correctional Officer at the Clinton County Correctional Facility. She had given her resignation of 1/11/2018, but has changed her mind. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. RETRACT RESIGNATION B.PERCHINSKI/CCCF

The Commissioners' Meeting was adjourned at 10:09 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:11 AM.

Mr. Smeltz asked for a motion to approve Ordinance Number 1 of 2018, the Parameters Ordinance for refunding of the 2010B General Obligation Bonds. Mr. Hewlett said that the County will be saving up to \$340,000.00 by refinancing the bonds at a lower interest rate. Motion by Mr. Conklin; seconded by Mr. Smeltz. APPROVAL ORDINANCE NO.1, 2018 PARAMETERS ORDINANCE

Roll Call Vote: Mr. Conklin – Yes; Mr. Smeltz – Yes. Motion carried

Mr. Hewlett also reviewed the schedule for marketing and closing on the new bonds. The maturity date of the new issue will remain at 2030. Mr. Payne of PNC Bank said he appreciated the Commissioners trust in them as the Underwriter and added that the timing is good for this refunding action.

Mr. Smeltz announced the Clinton County receipt of Storm-ready Certification from the National Weather Service. This is a partnership between the National Weather Service and Municipalities, Counties, and States to prepare for weather disasters. Our EMA staff have met goals for preparedness of relaying hazardous weather. Mr. Conklin said there was a tremendous amount of pro-active work done before hand by the Department of Emergency and he and Mr. Smeltz thanked Mr. Frantz for his leadership. ANNOUNCEMENT CC RECEIPT OF STORM-READY CERTIFICATION NATIONAL WEATHER SERVICE

Mr. Smeltz asked for a motion to approve a contract with Love Disposal, Inc., for purchase of garbage disposal services for County Buildings at a cost of \$935.00 per month in 2018, \$949.00 per month in 2019, and \$963.25 per month in 2020. The Piper and Mellott Buildings were added so all buildings except DJ 3 will be under one agreement,. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. APPROVAL CONTRACT LOVE DISPOSAL INC. GARBAGE SERVICE

Mr. Smeltz asked for a motion to approve a one-year Maintenance Agreement renewal with Filemaker, an Apple subsidiary, for software used by Children and Youth Services for Case Management, for an amount of \$650.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. APPROVAL FILEMAKER MAINTENANCE AGRMT

Mr. Smeltz asked for a motion to approve a Memorandum of Understanding with River Valley Transit to manage and operate the Clinton County Bus Service for a three year pilot project, effective February 20, 2018, with a local match of \$45,000.00 annually to be shared among the local partners. A public launch on February 5, 2018 will announce and roll out the routes and schedules. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion Carried. APPROVAL MOU W/RIVER VALLEY TRANSIT TO MANAGE PUBLIC TRANSIT PILOT

Mr. Smeltz asked for a motion to approve a purchase of Service Contract with Stuart L. Hall, Esquire, to perform legal services for the Clinton County Zoning Hearing Board where the Zoning Hearing Board Solicitor has a conflict of interest or is unavailable, at the rate of \$400.00 per case, effective January 18, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. APPROVAL SERVICE CONTRACT STUART HALL, ESQ. LEGAL SERVICES FOR ZONING HEARING BOARD

Mr. Smeltz asked for a motion to approve the appointment of Justin Bryerton and Benson Probst as Alternates to the Clinton County Zoning Hearing Board for a three-year term expiring December 31, 2020. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.	BOARDS & AUTHORITIES
Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$32,026.00 to the General Fund for October 2017 reimbursement of expenses. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	IV-D FUNDS
Mr. Smeltz asked for a motion to approve the County bills in the amount of \$672,336.16 for the one week period ending January 18, 2018 and Net Payroll in the amount of \$22,258.25 for end-of-year payout of Compensatory Time and Sick Leave. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	COUNTY BILLS/PAYROLL
There were no Staff Reports.	STAFF RPORTS
There was no report from Mr. Hanna's office.	REP. HANNA'S REPORT
Mr. Smeltz reported on a very good Tourist Promotion meeting he attended earlier with a good presentation about the Rail-Trail Project from Planning Director Katie DeSilva and other reports regarding the tourism and outdoor shows where the County will be represented.	
Mr. Conklin discussed his meeting with the Planning Commission and hearing about new projects for Clinton County.	
Mrs. Meyers announced that the I.T. Department moved to Piper Building this week and are very happy with their space.	
There were no Public comments.	PUBLIC COMMENTS
The meeting adjourned at 10:55 AM.	ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Monday, January 29, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Michelle Sonnie, Cathy Dremel, Kristin Petruzzi, Michelle Kunes, Bill Frantz, Katie DeSilva, Tristan Rock

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Jeff Rich

The meeting was called to order at 10:04 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the January 18, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	MINUTES APPROVED
Mr. Smeltz asked for a motion to approve the Salary Board Meeting minutes from the January 18, 2017 meeting. Motion by Mrs. Kunes; seconded by Mr. Conklin. Motion carried.	MINUTES APPROVED
Mr. Smeltz asked for a motion to approve the 2018 County Funding of \$34,628.00for the Agricultural Preservation Program. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	2018 COUNTY FUNDING AG PRES. PROGRAM
Mr. Smeltz asked for a motion to approve an allocation of \$6,250.00 from the Affordable Housing Fund to the Clinton County Housing Coalition for returning citizens rental assistance. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	ALLOCATION OF AFFORDABLE HOUSING FUNDS
Mr. Smeltz asked for a motion to approve the purchase of a service agreement with Hewlett Packard Enterprise Company for hardware and software support for a one year period, for the amount of \$20,110.65. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	SERVICE AGREEMENT HEWLETT PACKARD
Mr. Smeltz asked for a motion to approve the software maintenance contract renewal with Net Motion Software Inc. for a one year period for the amount of \$3,622.50. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	SOFTWARE MAINTENANCE CONTRACT RENEWAL
Mr. Smeltz asked for a motion to approve the 2018 Savin Maintenance and Service Agreement with PA District Attorney's Institute at no cost to the county. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	SAVIN MAINTENANCE AND SERVICE AGREEMENT
Mr. Smeltz asked for a motion to approve the Maintenance Agreement with Willits Copiers, Inc. for the amount of \$290 annually, to cover the Kyocera copier at the MDJ-2 office, effective February 15, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	WILLITS COPIERS MAINT. AGREEMENT
Mr. Smeltz asked for a motion to approve the Hazardous Material Response Fund grant agreement with PEMA, in the amount of \$13,345.24 for the period of July 1, 2017 through June 30, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	HAZARDOUS MAT. RESPONSE FUND GRANT
Mr. Smeltz asked for a motion to approve the resignation of Danielle Sherman, caseworker at Children and Youth Services, effective February 2, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	RESIGNATION D. SHERMAN/CYS
Mr. Smeltz asked for a motion to approve the resignation of Sierra McKinney, part-time Dispatcher at the Department of Emergency Services, effective January 19, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	RESIGNATION S. MCKINNEY/DES
Mr. Smeltz asked for a motion to approve the ending employment date of Joshua Henry, Archival Records Assistant for the Assessment Office (Student Intern) effective December 12, 2017. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	EMPLOYMENT ENDED J. HENRY/ASSESS.
Mr. Smeltz asked for a motion to approve the hiring of David Hackenburg, part-time Security Guard in the Sheriff's Department, effective January 22, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	HIRING D. HACKENBURG SHERIFF
Mr. Smeltz asked for a motion to approve the hiring of William Baney and Gene McCauley, part-time Security Guards in the Sheriff's Department, effective January 25, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	HIRING W. BANEY/G. MCCAULEY SHERIFF
Mr. Smeltz asked for a motion to approve the hiring of Rebecca Mitch, Archival Records Assistant for the Assessment Office, effective January 29, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	HIRING R. MITCH/ASSESS.
Mr. Smeltz asked for a motion to approve the hiring of Colleen Mackey, Food Service Worker at the Clinton County Correctional Facility, effective January 29, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	HIRING C. MACKKEY/CCCF
Mr. Smeltz asked for a motion to approve the transfer of Darren Muthler, from Lieutenant to Correctional Officer at the Clinton County Correctional Facility, effective January 28, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	TRANSFER D. MUTHLER/ CCF
Mr. Smeltz asked for a motion to approve the promotions of Gary Rausch and Jared Campbell from Correctional Officers to Lieutenants at the Clinton County Correctional Facility, effective January 28, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	PROMOTIONS G. RAUSCH/J. CAMPBELL CCCF
Mr. Smeltz asked for a motion to approve the termination of Chad Cashwell, Correctional Officer at the Clinton County Correctional Facility, effective January 22, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.	TERMINATION C. CASHWELL/CCCF

Mr. Smeltz asked for a motion to approve the promotion of Nicole Martellotti, from part-time to full-time Caseworker in Children and Youth Services, effective January 29, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

PROMOTION  
N. MARTELOTTI  
CYS

The Commissioners' Meeting was adjourned at 10:24 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:34 AM.

Mr. Smeltz asked for a motion to approve the County bills in the amount of \$364,835.51, and Net Payroll in the amount of \$282,956.10, for the period ending January 18, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

There were no Staff Reports.

STAFF REPORTS

There was no report from Mr. Hanna's office.

REP. HANNA'S REPORT

Mr. Smeltz commented that Mr. Snyder was doing well after surgery and is awaiting his return.

COMMISSIONER'S REPORT

Mr. Conklin commented that his trip to the PCORP meeting went well. He took exception to a published report showing that Lock Haven is one of the poorest towns in Pennsylvania with Indiana, Pennsylvania being number one. He expressed concern over the way the data was calculated to reach those conclusions. He and Mr. Smeltz agreed that this report gives a negative impression of the County.

Mr. Smeltz asked Mrs. Petruzzi to come to a future meeting to announce upcoming election dates.

Ms. Sara Paez asked questions about the natural gas meeting that was cancelled because of the Federal Shutdown. Mr. Smeltz responded that the meeting was being rescheduled. He also reported that the SEDA-COG Natural Gas Cooperative has been awarded a \$1,000,000 grant for a pipeline in Centre Hall.

PUBLIC COMMENTS

The meeting adjourned at 10:48 AM.

ADJOURNMENT

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Chief Clerk

## Thursday, February 1, 2018

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Michelle Kunes, Jason Foltz, President Judge Craig Miller, Don Powers, Michelle Crowell

PUBLIC ATTENDEES: Richard Morris, Wendy Stiver, Janaan Maggs, Amber Malek

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the January 29, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the Salary Board Meeting minutes from the January 29, 2017 meeting. Motion by Mr. Conklin; seconded by Mrs. Kunes. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve the transfer of Brittany Bickhart from full-time Correctional Officer at the Clinton County Correctional Facility to Adult Probation Officer, effective February 12, 2018. Mr. Foltz explained that this new Probation Officer will be handling the collection of fees for those on supervision. He outlined the increased caseload in his department and the increase in the number of collection cases they are currently handling. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. TRANSFER B. BICKHART/CCCF TO PROBATION

Mr. Smeltz asked for a motion to approve the resignation of Andrew Cooper, full-time Correctional Officer at the Clinton County Correctional Facility, effective February 9, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESIGNATION A. COOPER/CCCF

Mr. Smeltz asked for a motion to approve the resignations of Kaila Saar and Cody Coleman, full-time Correctional Officers at the Clinton County Correctional Facility, effective February 10, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESIGNATION K. SAAR/C. COLEMAN CCCF

Mr. Smeltz asked for a motion to approve the end of the temporary assignment of Leah Mothersbaugh as Acting Director of Voter Registration/Elections, effective February 12, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. END OF TEMP. ASSIGN. L. MOTHERSBAUGH VOTER REG.

The Commissioners' Meeting was adjourned at 10:10 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:12 AM. Mr. Smeltz asked for a motion to approve the agreement between the County of Clinton and Susquehanna Group Advisors, Inc., for consultant services for the planning and execution of the refinancing of the county's outstanding 2010 Pension Obligation Bond, for a fee of \$28,500.00, to be paid upon the successful closing of the financial transaction. Mr. Conklin commented that although the fees associated with refinancing are substantial, the net savings over the life of the bond will be worth the cost. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. AGREEMENT SUSQUEHANNA GROUP ADVISORS, INC.

Mr. Smeltz asked for a motion to approve the rescinding of the motions adopted at the Commissioner's meeting on December 19, 2017, relating to the setting of salaries of the Treasurer, the Coroner, and the stipend of the Tax Claim Director. Mr. Smeltz clarified that there was a miscommunication between themselves and legal counsel. The salary decision was not in accordance with the county code, with the issue being that it was completed after the election and not prior to the election. Further, the stipend for Tax Claim Director should have been determined by the Salary Board and not the Commissioners. With the rescinding of the earlier motions, the Treasurer and Coroner will receive a 2% increase in their salaries for 2018 and again in 2019, and no increase in 2020 and 2021. Mr. Smeltz continued by saying that the stipend of the Tax Claim Director will remain at \$8,988.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. RESCINDING OF PREVIOUS MOTIONS

Mr. Smeltz asked for a motion to approve the County bills in the amount of \$697,609.46, for the period ending February 1, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. COUNTY BILLS

Mrs. Petruzzi stated that petition packets for the upcoming Primary Election will be able to be picked up in her office beginning February 13, 2018. STAFF REPORTS

Ms. Maggs shared that the district office is booming this time of year. Rent rebates, birth certificates for passports, and PennDOT issues are among some of the things keeping the office busy. She said that the House went back in session on January 22, 2018, with weekly sessions until March. The Commissioners expressed their condolences to Janaan and her family on the passing of her uncle, Jay Caprio. REP. HANNA'S REPORT

Mr. Conklin noted there was a good article in the Express outlining Mr. Hanna's priorities for 2018.

Mr. Conklin expressed concern that the House isn't looking for other ways to generate new revenues, which could potentially put us back to where we were by next July/August. Mr. Smeltz agreed and also expressed concern. Mr. Conklin continued by saying that Pennsylvania is the only state that is a major gas and oil producer that doesn't have a severance tax. COMMISSIONER'S REPORT

Mr. Smeltz added that he was not necessarily in support of severance tax in the past, however he now thinks it would be worthy of consideration. He believes the emphasis needs to be on pipeline construction, which is currently the road block to more gas and oil production.

Mr. Smeltz introduced Ms. Malek from Leadership Clinton County. Participants from the program will be coming LEADERSHIP CLINTON



to the Garden Building on February 8, 2018 to meet with department heads and then tour the Courthouse.

COUNTY

Mr. Morris asked if a running total was being kept on the Piper renovations. Mr. Smeltz confirmed this and said they should discuss the capital projects funds status at a Work Session soon.

PUBLIC COMMENTS

Mr. Morris also asked if there was any update on the contract negotiations. Mrs. Meyers stated that progress is being made.

The meeting adjourned at 10:55 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Thursday, February 8, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Michelle Kunes, Peggy Heller, Rita O'Brien, Bill Frantz

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:04 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the February 1, 2017 meeting. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve Resolution No. 1 of 2018: Approval of Northumberland County participation in the SEDA-COG Natural Gas Cooperative, Inc. and authorizing the execution of the related amendment No. 3 to the participation agreement. Mr. Smeltz stated that he thinks this is a good addition to the gas cooperative and mentioned that action will be taken by other member counties as well. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. Mr. Snyder commented on the great job Mr. Smeltz has done for the Cooperative. He said it takes a lot of time and effort.

APPROVAL  
RESOLUTION NO.1  
ADDITION OF  
NORTHUMBERLAND CO  
TO GAS COOPERATIVE

Mr. Smeltz asked for a motion to approve a Data Release Agreement with Pennsylvania State University, for the use of Child Welfare data for the purpose of research and education, effective February 8, 2018. Mr. Smeltz explained that the Children and Youth Department will be participating in data sharing, however they will not be releasing private data on individual cases. Penn State will be using County data to study children affected by abuse or neglect to determine the impact on their later years. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

DATA RELEASE  
AGREEMENT  
CHILDREN & YOUTH  
AND PSU

Mr. Smeltz asked for a motion to approve the 2017 report on Hazardous Material Emergency Response Preparedness. Mr. Frantz clarified that this is their annual report, which covers all the financials not only for this year's grant, but is also used in the application for next year's grant. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. Mr. Smeltz commended Mr. Frantz and staff and volunteers for keeping us well prepared for threats such hazardous chemical spills on I-80, railroad lines, and our local manufacturing facilities.

HAZ. MAT. EMERGENCY  
RESPONSE PREPAREDNESS  
REPORT

Mr. Smeltz asked for a motion to approve the promotion of Kirsten McAndrew from part time to full time Correctional Officer at the Clinton County Correctional Facility, effective February 11, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PROMOTION  
K. MCANDREW  
CCCCF

The Commissioners' Meeting was adjourned at 10:15 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:17 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$355,114.32, and Net Payroll in the amount of \$285,205.55 for the period ending February 9, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

COUNTY BILLS

Mrs. Petruzzi stated that Leadership Clinton County would be coming to sit in on presentations today and she is also working on the February to-do list for the upcoming Primary. She will be printing out Certification of Voter Registration ID cards to mail out to voters.

STAFF REPORTS

The Auditors mentioned that they are working on the audit for 2017.

The Treasurer reported that payments of delinquent 2017 taxes can now be accepted.

There was no report from Mr. Hanna's office. The Commissioners made note of Governor Wolf's budget presentation.

REP. HANNA'S REPORT

Mr. Snyder wanted to thank everyone who has helped him the last few weeks while recovering from surgery. He thanked Mrs. Meyers for all the details she's helped get worked out involving the move from Grove Street to the Piper building. He also said that maintenance has done an excellent job getting things done at Piper. Mr. Snyder said that he expects minimal glitches in the moving process and sends his thanks to all.

COMMISSIONER'S REPORT

Mr. Smeltz added that his trip to Northumberland County was interesting. He said that he learned some things from them.

Mr. Morris expressed his concern regarding ensuring that the prison project budget and expenditures are in line with each other. Mr. Snyder responded by saying that the Commissioners made the right decision in taking on the project. The prison was headed for a lot of problems if they hadn't done the renovations. He confirmed that he was keeping track of the financials and said there should even be a little reserve there that they will be able to use on other capital projects. He said the final cost should be an item on the Prison Board meeting next week.

PUBLIC COMMENTS

Mr. Smeltz added that they will do a tour of the prison and walk through the building to see all the work that has been completed and reviewing the numbers with the Warden, the Prison Board and project manager Peter Folen. Mr. Conklin also stated that things are going well with finalizing the renovations. The camera system and control room has been lagging, but everyone is working to get ahead of that issue.

Ms. Paez mentioned that some of her readers had concerns about the spending going on at the prison. Mr. Snyder stated that prior to considering the renovations, they looked at other options, such as closing the prison. This was not a good option because the cost would've been very high to have another prison house the inmates. He continued by saying that there would be a lot of money spent in transportation alone. Relatives of the inmates would have to travel to visit them, deputies would have to travel to bring them to and from court. He stated that people were not happy when their relatives were not getting the mental health and drug help that they need. He said that they have hired the necessary professionals to make this happen. Ultimately, he said, it was time to do this. More efficient equipment will bring down costs. Increased revenue from per diems for out of county inmates will in turn narrow the spending gap at the prison.

Mr. Conklin added that a lot of the equipment was on its last legs. Had they not done the renovations, the cost on the county would've been really high. He continued by saying that they did not increase the footprint of the building. They are not spending money to make it bigger, they are spending money to update the services available. He stated that about 60% of inmates end up right back in prison because they aren't getting the intervention services they need while in prison. It was better to get ahead of it now and provide the services our local inmates need to avoid having them return to prison.

Mr. Morris also brought up the fact that Keystone Central School District is hurting budget wise with a seven million dollar deficit. He stated that half of that money is sitting in uncollected taxes and the sooner the issue is addressed, the fewer years the school district will be in turmoil. He again made the case for recalculation of County property values, saying that this would bring in more revenue for the school district. Mr. Smeltz responded by saying that the school district impacts everything – jobs, safety, housing, recreation, etc. He said that they of course would not tell the school district how to run their district, but the plight of the school district is a community wide concern and everyone should be worried. He said that there are root causes for the situation, but throwing more money at it may not necessarily fix those problems. He added that the Commissioners would talk with the Chief Assessor about the issue.

Mr. Conklin added that they have a tendency to look at the county for help when these situations arise, but he is not sure what they can do as a county to help.

Mr. Snyder also agreed that the school district benefits all of us. When people are looking to move here, they look at the educational system. He said that if Keystone Central ever wants to sit down with the County Commissioners, their door is always open.

Mr. Morris asked Mrs. Kunes about the properties that didn't sell in the recent tax sale, to which she replied that she is waiting to hear from the County Solicitor. She confirmed that she did get the deeds out for the tax sale.

Mr. Conklin stated that several counties have been in discussion about filing a potential lawsuit against the pharmaceutical companies for how they marketed and promulgated opioids and other drugs, adding to the opioid addiction problem. This would be similar to the Tobacco Settlement, if successful.

The meeting adjourned at 11:05 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

## Thursday, February 15, 2018

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, Rita O'Brien

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Tina Deavor, Wendy Lupold, Tia Hillyer, Janaan Maggs, Mike Hanna Jr., Travis Draper, Stacy Bower, Lynn Bies, Heather Rhine, Michael Hall

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the February 8, 2017 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz introduced the presentation of SFW Credentials to the participants in the Strength-Based Family Workers Program. Wendy Lupold and Tina Deavor from Children & Youth Services explained that the goal is to help families set and reach their own goals. The program requires the participants to have 80 hours of classroom sessions and they must pass a national exam. Receiving certificates were Heather Rhine, Stacy Bower, Lynn Bies from STEP and Travis Draper of River Valley Health and Dental

SFW CREDENTIALS  
CYS

Mr. Smeltz asked for a motion to approve the Proclamation: Designating the month of April 2018 as "Pennsylvania 811 Safe Digging Month". Mr. Conklin read the proclamation and made the motion to approve; seconded by Mr. Snyder. Motion carried.

PROCLAMATION  
PA 811  
SAFE DIGGING MONTH

Mr. Smeltz asked for a motion to approve Change Order Number 4 with Enginuity LLC for the HVAC Construction Contract No. 2017-3 at the Clinton County Correctional Facility under 2017 Capital Project, for an additional amount of \$2,780.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CHANGE ORDER  
ENGINUITY LLC  
CONTRACT NO. 2017-3

Mr. Smeltz asked for a motion to approve Law Enforcement Memoranda of Understanding between County of Clinton and the Lamar Township, Pine Creek Township, City of Lock Haven and Borough of Renovo Police Departments. Mr. Smeltz explained that the County is agreeing to hold people at the Clinton County Correctional Facility who are awaiting arraignment. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MEM. OF UNDERSTANDING  
WITH LAW ENFORCEMENT  
AGENCIES

Mr. Smeltz asked for a motion to approve the reappointment of James Russo as the Allison Township Representative on the Clinton County Sewer Authority for a three-year term, expiring December 31, 2020. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

REAPPOINTMENT  
JAMES RUSSO  
CCSA

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$32,357.00 to the General Fund for November 2017 reimbursement of expenses. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to approve the hiring of Paul Wheeler, temporary part time Maintenance Custodian at the Clinton County Correctional Facility, effected February 20, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING  
PAUL WHEELER /CCCF

Mr. Smeltz asked for a motion to approve the termination of Edward Walker, full time Correctional Officer at the Clinton County Correctional Facility, effective February 10, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

TERMINATION  
EDWARD WALKER/CCCF

Mr. Smeltz asked for a motion to approve the resignation of John Watson, full time Lieutenant at the Clinton County Correctional Facility, effective February 27, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
JOHN WATSON/CCCF

Mr. Smeltz asked for a motion to approve the hiring of Curtis Lewis, Ryan Regel, Tony Ackley, and Joshua Gray as full time Correctional Officers at the Clinton County Correctional Facility, effective February 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRINGS/CCCF  
C. LEWIS, R. REGEL  
T. ACKLEY, J. GRAY

Mr. Smeltz asked for a motion to approve the temporary promotion of Joseph Blazina from Correctional Officer to Acting Lieutenant at the Clinton County Correctional Facility, effective February 11, 2018 through February 18, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

TEMP. PROMOTION  
J. BLAZINA  
CCCF

The Commissioners' Meeting was adjourned at 10:28 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:33 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$357,046.54, for the period ending February 14, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

COUNTY BILLS

Mrs. Petruzzi stated that petitions are now able to be circulated through March 6, 2018. The UMOVA Notice is up on the County website for our overseas and military voters.

STAFF REPORTS

The Auditors mentioned that they continue to work on the audit for 2017.

Mrs. Dremel shared that the Dining with Diabetes participants received their \$100 incentives this past week from Delaware Valley Health Insurance . She said that they are working on various wellness initiatives for the employees to make everyone healthier and reduce future health insurance claims.

Ms. Maggs noted that she will research any questions the Commissioners may have regarding legislation.  
Mr. Conklin mentioned that he asked Mr. Hanna's office to look into an archeological dig being required by the Pennsylvania Museum and Historic Organization on the site of the proposed Chestnut Grove Recreation Area. He continued by saying that it would cost \$20,000 and is concerned about how many times they need to do a dig when it is already well established that there were Native Americans in that location hundreds of years ago.

REP. HANNA'S REPORT

Mr. Snyder announced that they had a successful move of Grove Street Offices to the Piper Building last week and there will be another move from the Garden Building this weekend. He reminded everyone that the County offices will be closed on Monday for Presidents Day and that Bus Transportation in the County starts Tuesday.

COMMISSIONER'S REPORTS

Mr. Conklin added that he thought it would be nice to have bus schedules available for people on the bus to help themselves. He clarified that if you are age 65 or older, you can ride the bus for free. If you are 60-64, vouchers are available at the STEP Office in Lock Haven to ride for free.

There were no public comments.

PUBLIC COMMENTS

The meeting adjourned at 10:59 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Thursday, February 22, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, John Rowley, Rita O'Brien, Mary Ann Bower, Ernie Jackson, Leah Mothersbaugh

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Janaan Maggs

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the February 15, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a Proclamation: AmeriCorps Week 2018. Mr. Snyder read the proclamation and moved to approve; seconded by Mr. Conklin. Motion carried.

PROCLAMATION  
AMERICORPS WEEK 2018

Mr. Smeltz asked for a motion to approve an amendment to the contract for cleaning services with Kohen Cleaning Service LLC, effective February 21, 2018. Mr. Snyder explained that the addendum to the contract will include the Piper building until the end of the year. Reductions will also be taken from the contract for the now vacant spaces at the Gardens Building and Grove Street. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CONTRACT AMENDMENT  
KOHEN CLEANING  
SERVICE LLC

Mr. Smeltz asked for a motion to approve a Lease Purchase Agreement with Hewlett Packard Financial Services Company for data storage equipment, with a cost of \$44, 922.54 annually for a five-year period, effective upon acceptance of the equipment. Mr. Jackson from the IT Department was present to explain further. Mr. Jackson said that this Lease Purchase Agreement will replace older equipment that will no longer be supported by HP.

LEASE PURCHASE  
AGREEMENT  
HEWLETT PACKARD

Mr. Smeltz clarified that the Solicitor has reviewed the agreement and had no problems with its form.

Mr. Snyder asked if it was possible to negotiate a better price or deal with Hewlett Packard, to which Mr. Jackson responded that they always contact Hewlett Packard and Dell to get quotes and the best pricing possible. Mr. Snyder added that with IT costs continuing to rise, he would like to see the County do a better job with negotiating for the best terms available. He noted that the budget has been continuing to go up on all of our hardware and maintenance costs.

Mr. Smeltz agreed with Mr. Snyder and suggested that the Commissioners need to review the IT Assessment completed by CCAP and have a complete discussion regarding all IT contracts and how to better contain IT costs in the future. Motion to approve the agreement by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

Mr. Smeltz asked for a motion to approve a 2016 CDBG Subrecipient Agreement with Western Clinton County Municipal Authority for the sewer disinfection system upgrade, in the amount of \$70,193.00. Ms. Mothersbaugh explained that the current gas equipment is over 40 years old and this grant will help them implement the new system.. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

CDBG SUBRECIPIENT  
AGREEMENT  
WESTERN CLINTON CO  
MUNICIPAL AUTHORITY

Mr. Smeltz asked for a motion to approve a 2016 CDBG Subrecipient Agreement with STEP, Inc, for the Housing Rehabilitation Project, in the amount of \$34,100.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CDBG SUBRECIPIENT  
AGREEMENT  
STEP, INC.

Mr. Smeltz asked for a motion to approve expenditures from the County's Act 13 Bridge Improvement Fund in the amount of \$48,364.40 as a 20% match toward Flemington Borough's construction cost to replace a culvert under Canal Street. Mr. Smeltz said that the Commissioners continue to hold in reserve the funds needed for the Peale Avenue deck replacement which may be completed in 2019. Mr. Conklin added that he thinks the Flemington project is a good project to support. He said it is timely and it will make the Canal Street bridge safe again. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

ACT 13 BRIDGE.  
IMPROVEMENT FUNDS  
FLEMINGTON BOROUGH

Mr. Smeltz asked for a motion to approve Change Order Number 3 with Lecce Electric, Inc., for the Electrical Construction Contract No. 2017-4 at the Clinton County Correctional Facility under 2017 Capital Project, for an amount of minus \$6,329.52. Mr. Smeltz clarified that this was a deduction from the contract total. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CHANGE ORDER NO. 3  
LECCE ELECTRIC  
CCCC

Mr. Smeltz asked for a motion to approve a liquid fuels request from Lamar Township in the amount of \$747.98. Mr. Smeltz explained that this is our share of the Highway Lighting Agreement at Auction Road. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

LIQUID FUELS REQUEST  
LAMAR TOWNSHIP

Mr. Smeltz asked for a motion to approve a liquid fuels request from Lamar Township in the amount of \$1,726.02. Mr. Smeltz clarified that this is to maintain the Highway Lighting system at the Rt. 220 intersection by Lizardville. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

LIQUID FUELS REQUEST  
LAMAR TOWNSHIP

Mr. Smeltz asked for a motion to approve the termination of Rebecca Mitch, part-time Archival Records Assistant in the Assessment office, effective February 15, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

TERMINATION  
REBECCA MITCH  
ASSESSMENT

Mr. Smeltz asked for a motion to approve the hiring of Mary Ellen Stern as full-time Resource Conservationist in the Clinton County Conservation District, effective February 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING  
MARY ELLEN STERN  
CC CONS. DISTRICT

Mr. Smeltz asked for a motion to approve the resignation of Rachel Kenyon, full-time Correctional Officer at the Clinton County Correctional Facility, effective March 2, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	RESIGNATION RACHEL KENYON CCCF
Mr. Smeltz asked for a motion to approve the resignation of Christopher Reuss, part-time Correctional Officer at the Clinton County Correctional Facility, effective March 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	RESIGNATION CHRISTOPHER REUSS CCCF
Mr. Smeltz asked for a motion to approve the termination of Derek Zales, full-time Correctional Officer at the Clinton County Correctional Facility, effective February 21, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	TERMINATION DEREK ZALES CCCF
Mr. Smeltz asked for a motion to approve the hiring of Shianne Eby, Scott Eck, and William Carrero as full-time Correctional Officers at the Clinton County Correctional Facility, effective February 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING S. EBY, S. ECK W. CARRERO /CCCF
Mr. Smeltz asked for a motion to approve the hiring of Christopher Bonk, Brigette Breault, Tammy Camacho, and Brandon Hughes as part-time Correctional Officers at the Clinton County Correctional Facility, effective February 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING C. BONK, B.BREAUULT, T. CAMACHO, B. HUGHES CCCF
The Commissioners' Meeting was adjourned at 10:51 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:57 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$464,217.30, and Net Payroll in the amount of \$283,925.66 for the period ending February 23, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. Mr. Morris questioned a bill from Prime Care for 2017 Catastrophic medical costs at CCCF. Mr. Rowley explained that bills under the old agreement could be seen for a few more months.	COUNTY BILLS
Mrs. Petruzzi stated that there has been a new Congressional map introduced to Pennsylvania, which will likely be appealed. As is stands now, we are the 12 <sup>th</sup> Congressional District. She also said that the proclamation is due to be published between February 20 <sup>th</sup> and February 27 <sup>th</sup> and she has updated the information on the proclamation to match the new Congressional district numbers.	STAFF REPORTS
Mr. Smeltz expressed his disagreement with the Court establishing the new map. He stated that the County's Resolution did not support this action. It called for legislation to establish that a non-partisan process be implemented to redistrict <u>after</u> the 2020 census.	
Mrs. Dremel wanted to thank Mrs. Bower for her help in standardizing the hiring process. She has shared the new offer letter with the warden at the Correctional Facility. She also extended kudos to Ms. Russell at the prison regarding working to fill all vacancies there.	
Mr. Rowley added that things are indeed going very well and they have a steady per diem population.	
Mr. Conklin reported that he has heard that KCSD has concerns about the requirement that they provide educational services to underage Homeland Security detainees at CCCF. They feel they should receive some of the per diem money for serving that need.	
Ms. Maggs confirmed she had looked into the holdup on releasing PennDOT money for the bus service and found that there is still work to be done on River Valley Transit's application. Mr. Conklin's request for assistance with the Chestnut Grove permitting process is also being looked into by Mr. Hanna's staff.	REP. HANNA'S OFFICE
Mr. Snyder expressed his concern regarding the salt that PennDOT spread Wednesday night when Thursday's weather was near 60 degrees. He said that the salt is killing plant life and aquatic life in our streams. He suggested that they need to look at something other than salt to prepare the roads.	COMMISSIONER'S REPORTS
Mr. Morris asked how the phone call went with the consultant from Renovo Energy. Mr. Smeltz said that they were reassured that the project in Renovo was continuing to move forward, they were just waiting to finish negotiations. Mr. Snyder added that they didn't just pick this site – they looked at several sites and this was the best. They still believe that.	PUBLIC COMMENTS
Mr. Morris also asked about the County's labor negotiations process. The Commissioners replied that it is continuing.	
The meeting adjourned at 11:31 AM.	ADJOURNMENT

\_\_\_\_\_  
Chief Clerk

**Thursday, March 1, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Rita O'Brien, Sheriff Kerry Stover, Michelle Crowell, Robert Best

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the February 22, 2018 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz welcomed Sheriff Kerry Stover and Bob Best of the IT Department to discuss the Teleosoft Inc. Software licensing and maintenance agreements that were discussed at Monday's work session. However, since Monday's session, Sheriff Stover has been in conversation with the company to see if he could negotiate better terms for the agreements. For this reason, Mr. Smeltz asked that the two motions for approval be withdrawn from the current agenda. The motions were withdrawn by consensus of the Board and no action was taken.

SHERIFF SOFTWARE

Mr. Smeltz asked for a motion to approve a 60-Month Lease/Purchase Agreement with Pitney Bowes for Send-Pro P1500 Digital Mailing Equipment for the Piper Building, at a cost of \$298.46 per month. Mrs. Meyers added that the 60 month lease will lead to purchasing the equipment. It includes all the bells and whistles of the software as well as the maintenance for the software. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

60 MO. LEASE/  
PURCHASE AGREEMENT  
PITNEY BOWES

Mr. Smeltz asked for a motion to approve a liquid fuels request from the City of Lock Haven in the amount of \$4,000.00. Mr. Smeltz clarified that this is to maintain the Highway Lighting Agreement for Paul Mack Blvd. He also explained that this is the annual analysis as a rounded figure and they are satisfied that it is an accurate figure. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

LIQUID FUELS  
CITY OF LOCK HAVEN

Mr. Smeltz asked for a motion to approve the resignation of Matthew Marshall, full time Correctional Officer at the Clinton County Correctional Facility, effective March 9, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

RESIGNATION/  
MATTHEW MARSHALL  
CCCC

Mr. Smeltz asked for a motion to approve the resignation of Colleen Mackey, full time Food Service Worker at the Clinton County Correctional Facility, effective March 8, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
COLLEEN MACKEY  
CCCC

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$363,743.36, for the period ending March 1, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

Ms. O'Brien stated that they are getting information ready for the outside auditors and closing out 2017.

ELECTED OFFICIALS  
AND STAFF REPORTS

Mrs. Petruzzi reminded that the last day to circulate and file petitions is coming up on March 6<sup>th</sup>.

Sheriff Kerry Stover explained that a call went out on dispatch about an elevator accident at the new Piper Building. He clarified that the incident was not anywhere near as severe as they made it sound on dispatch. There were roughly six people stuck on the elevator and it took about 40 minutes to get them out due to the proper safety protocol being put in place. There were no injuries. He said that he doesn't want to downplay the incident, because it of course can be startling, but he wanted to clarify that it wasn't as severe as it sounded.

There was no report from Representative Hanna's Office.

REP. HANNA'S REPORT

Mr. Smeltz explained that the Commissioner's sent out a letter to Congressman Thompson, and Senators Casey and Toomey to provide funding for the purchase of new voting machines. CCAP is asking counties to reach out to legislators to release money from the HAVA funds to buy the new machines. Mr. Smeltz also brought up the public's concern over voter machine security and he reassured that our voting machines are secure. He explained that the new machines will be able to print out a receipt that the voter can take with them after voting.

COMMISSIONERS'  
REPORT

Mr. Smeltz stated that they completed the refinancing of the 2010 bond, which will result in an estimated savings of a little under \$25,000.00 annually. Mrs. Meyers added that it does not extend the maturity date.

Mr. Smeltz also said he wanted note that he has written a letter in response to a citizen's concerns regarding an Express article about a possible Sugar Valley project being undertaken by the Gas Cooperative. As President of the Gas Cooperative, Mr. Smeltz wrote the letter addressing those concerns and explaining and clarifying some issues. He asked that Ms. Paez would print a copy of the letter in the newspaper.

Mr. Smeltz explained that he was at a meeting in Harrisburg on Monday with the U.S. Department of Agriculture. They asked to be presented with a project, similar to the one they will be implementing in Juniata County. Mr. Smeltz explained that it is a positive project. It is a virtual pipeline with a truck delivery system for compressed natural gas. If it goes well, there are places in Clinton County they would like to try the same model.

Mr. Conklin added that we need to get the gas we're sitting on above ground so residents that need the gas can use it. He continued by saying that we should use it here in our county and state instead of shipping it overseas or piping it out of the area.



The Commissioners reported that they are setting up a meeting with Congressman Tom Marino. Mr. Conklin said that since he is the representative in District 12, which is the new district Clinton County will be in if the current redistricting map holds, he believes he would want to work extra hard on issues that concern our County.

The meeting adjourned at 10:50 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

## Thursday, March 8, 2018

PRESENT: Pete Smeltz and Jeff Snyder

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, Michelle Crowell, Autumn Bower, Michelle Kunes

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Janaan Maggs, Laura Jameson

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the March 1, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a 60-Month Lease/Purchase Agreement with Willits Copiers, Inc., for a buyout of a Konica Minolta Copier and a new Konica Minolta Copier with service contracts, for a total monthly payment of \$203.76. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

LEASE/PURCHASE  
WILLETS COPIERS, INC

Mr. Smeltz asked for a motion to approve a Letter of Agreement with Boni & Zack, LLC, through local representation of the law firm of Rosamilia, Brungard & Rosamilia in litigation against pharmaceutical manufacturers and distributors of opioid drugs, on a contingent fee basis of 33.33% of any financial recovery or award achieved. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

LETTER OF AGREEMENT  
BONI & ZACK, LLC

Mr. Smeltz asked for a motion to approve the rescinding of the resignation of Rachel Kenyon, full time Correctional Officer at the Clinton County Correctional Facility. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
RESCINDED  
RACHEL KENYON/CCCF

Mr. Smeltz asked for a motion to approve the resignation of Kelsey Kerstetter, full time Correctional Officer at the Clinton County Correctional Facility, effective March 18, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
KELSEY KERSTETTER  
CCCF

Mr. Smeltz asked for a motion to approve the hiring of Eric Gates as a Lieutenant at the Clinton County Correctional facility, effective March 12, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
ERIC GATES  
CCCF

Mr. Smeltz asked for a motion to approve the hiring of Matthew VanGorder as Intake Caseworker in Children and Youth Services, effective March 6, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
MATTHEW VANGORDER  
CYS

Mr. Smeltz asked for a motion to approve the hiring of Emily Reyes as Caseworker in Children and Youth Services, effective March 19, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
EMILY REYES/CYS

Mr. Smeltz asked for a motion to approve the hiring of Brandon Ulrich as a full-time Correctional Officer at the Clinton County Correctional Facility, effective March 12, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
BRANDON ULRICH  
CCCF

The Commissioners' Meeting was adjourned at 10:08 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:14 AM

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$169,719.38, and Net Payroll in the amount of \$281,293.17, for the period ending March 9, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

Treasurer Kunes reported that tax notices have been mailed for 2018. The Auditors reported that they have completed the audits of bank accounts for 2017.

ELECTED OFFICIALS  
AND STAFF REPORTS

Ms. Maggs explained that many things were discussed at the live town hall meeting in Milesburg Wednesday evening. She also said that they will be hosting a presentation on how to guard against scams at the Ross library.

REP. HANNA'S REPORT

There were no Commissioner's Reports.

COMMISSIONERS'  
REPORT

Ms. Paez asked for a follow-up in regards to the opioid issue that was discussed at Wednesday evening's Town Hall meeting and how that relates to the County signing with a law firm for litigation against pharmaceutical companies.

PUBLIC COMMENTS

Mr. Snyder replied by saying that the issue affects the whole state and they are doing everything they can to address it. Drug companies are selling more opioids than they should be and the County will be sending a message that they've had enough. Other counties have already done it.

Mr. Smeltz agreed by saying that it's a nationwide problem, as well. He mentioned one of the most popular topics from the forum last night of why do we have so many drugs pouring into our community that are being prescribed by doctors. He continued by saying that they support the take back boxes, but it's still a recurring issue with rising costs to the taxpayers through the courts, the Probation and Prison, and Children and Youth Services.

Mr. Snyder clarified that this was roughly the eighth town hall meeting on this topic.

Mr. Smeltz added that mental health issues and drug addiction go hand in hand. He said no one sets out intending to become addicted. It's a disease, not a choice.

The discussion turned to legalization of marijuana for recreational use. The Commissioners are not in support of that happening. Mr. Morris pointed out the conflict that is already occurring between federal designation of marijuana as a Schedule 1 substance and the fact that so many states, including Pennsylvania, have legalized the prescribing of medical marijuana. Mr. Snyder agreed that this is a problem that CCAP is trying to address in its Medicinal Marijuana Committee.

The meeting adjourned at 10:50 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

## Thursday, March 15, 2018

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, Michelle Crowell, Michelle Kunes, Julie Brennan, Rita O'Brien, Kerry Stover, Larry Butler, Tammy Lannan, Kevin Fanning

PUBLIC ATTENDEES: Richard Morris, Robert Bowman, James Harbach, Lisa Harbach, Kevin Schrack, Laura Jameson, Nick Walker

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the March 8, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve a Proclamation of Excellence for Schrack Farm Resources. The proclamation was read and moved for approval by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROCLAMATION SCHRACK FARM RESOURCES

Mr. Smeltz asked for a motion to approve a Proclamation recognizing National Public Safety Telecommunicator's Week – April 8 to 14, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. DES Director Kevin Fanning pointed out that our 9-1-1 center handled over 71,000 calls in 2017. The Commissioners thanked our 9-1-1 staff for being unsung heroes, putting in many hours of training. Mr. Snyder pointed out that it is very rare to receive any complaints about the job being done at our 9-1-1 Center. PROCLAMATION DISPATCHERS WEEK

Mr. Smeltz announced the Tourism Promotion Agency's 2018 Grant Application period. Ms. Brennan, Tourist Promotion Director explained that the grant application period is available and it is open until April 20, 2018. She said that with the hotel tax that the county increased, it has allowed for the expansion of the grant program. All grant applications must be submitted to the County Planning Office. TPA GRANT APPLICATION PERIOD ENDS 4/20/18

Mr. Smeltz asked for a motion to approve a Software License Agreement with Teleosoft, Inc. for County Sheriff Suite Software for a one-time fee of \$24,720.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. SOFTWARE LICENSE AGREEMENT TELEOSOFT, INC.

Mr. Smeltz asked for a motion to approve a Software Maintenance Agreement with Teleosoft, Inc. for new software in the Sheriff's Office for a fee of \$4,944.00 per year, adjustable each year to then current pricing. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. Sheriff Stover added that this has been about a six-month process but in the end, they were able to get about a 25% reduction off the price of the Maintenance Contract. SOFTWARE MAINTENANCE AGREEMENT TELEOSOFT, INC.

Mr. Smeltz asked for a motion to approve an agreement with Lamar Advertising for a billboard advertising the Reach Out Mentoring Program for a three-month period at a cost of \$390.00, effective April 9, 2018. Mrs. Meyers clarified that Reach Out Mentoring Program, or ROMP, replaced the former Big Brothers/Big Sisters Program. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. LAMAR ADVERTISING AGREEMENT ROMP

Mr. Smeltz asked for a motion to approve Amendment Number 3 to the SEDA-COG Natural Gas Cooperative Participation Agreement, adding Northumberland County, effective February 8, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. AMENDMENT NUMBER 3 SEDA-COG NATURAL GAS COOPERATIVE AGREEMENT

Mr. Smeltz asked for a motion to approve the appointments of Michael Angelelli, Jason Foltz, Jennifer Bottorf, Sandy Ludwig, Amy Heverly, Jann Meyers, Lauralee Dangler, Amanda Browning, and Sheriff Kerry Stover to the Victims of Crime Act (VOCA) Funding Committee, effective January 1, 2018, for a one-year term ending December 31, 2018. Motion by Mr. Conklin, seconded by Mr. Snyder. Motion carried. BOARDS & AUTHORITIES VOCA FUNDING COMMITTEE

The Commissioners' Meeting was adjourned at 10:36 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:43 AM

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$594,630.73, for the period ending March 15, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. COUNTY BILLS

Mr. Stover reported that he would like to put in place an agreement approving Deputy Sheriffs to carry Naloxone (NARCAN). The Commissioners asked that he bring it to a Work Session for discussion. They would like to be sure that employees are covered for any liability. ELECTED OFFICIALS/ STAFF REPORTS

The Auditors said they are glad to see the new software being approved for the Sheriff's Office. It is long overdue. Jeff pointed out that he enjoys the working relationship between the Commissioners and the Sheriff's Office.

The Commissioners will be attending the CCAP Spring Conference next week, and there will be no Work Session on Monday. They welcomed Nick Walker of Leadership Clinton County to the meeting. COMMISSIONERS' REPORTS

Julie Brennan reminded the Commissioners of the Time Out at YBC in the evening. PUBLIC COMMENTS

The meeting adjourned at 10:53 AM. ADJOURNMENT

\_\_\_\_\_  
Chief Clerk

**Thursday, March 22, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, Rita O'Brien, Jason Foltz

PUBLIC ATTENDEES: Richard Morris, Laura Jameson

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the March 15, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve an application to Pennsylvania Commission on Crime and Delinquency for a 2018-2020 County Intermediate Punishment Program Grant to fund salaries of Probation Officers, electronic monitoring fees, and drug testing supplies, for a total amount of \$216,000.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

COUNTY INTERMEDIATE  
PUNISH. PROGRAM GRANT  
APPLICATION

Jason Foltz, Chief Probation Officer, reported that this grant will fund the salaries of 1 and ½ probation officers for two years, reimburse some drug testing and monitoring costs, and save jail beds.

Mr. Smeltz asked for a motion to approve the transfer of Scott Koser from Watershed Specialist to Roads and Agricultural Resource Technician at the Clinton County Conservation District, effective April 2, 2018, with no change in salary. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. Mr. Koser's current position will be advertised.

TRANSFER  
SCOTT KOSER  
CCCCD

Mr. Smeltz asked for a motion to approve the temporary promotion of Rebecca Collins from Lead Screener to Intake Supervisor in Children and Youth Services, effective upon the starting date of maternity leave for Jessica Furlonge. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

TEMPORARY PROMOTION  
REBECCA COLLINS  
CYS

Mr. Smeltz asked for a motion to approve the resignation of Rachel Kenyon, Correctional Officer at the Clinton County Correctional Facility, effective April 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
RACHEL KENYON  
CCCCF

The Commissioners' Meeting was adjourned at 10:14 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:16 AM

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$326,005.50, and Net Payroll in the amount of \$305,431.32 for the period ending March 23, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

COUNTY BILLS

Mrs. Petruzzi informed everyone of a mailing that would be affecting a handful of people in Clinton County. She explained the mailer is not coming from the county or state and that she would like to try and get ahead of the public's questions so she will be providing a Press Release to the media. Mrs. Petruzzi will also be attending a Regional Conference this week and is planning to meet with the Commissioners about a planned training for poll workers and to plan Election Night procedures being held May 15<sup>th</sup> for the first time at the Piper Building.

STAFF/ELECTED OFFICIALS  
REPORTS

Mr. Snyder said that he attended the Leadership Roundtable Children and Youth Services meeting to welcome the attendees. He continued by saying that he encouraged them to think of ideas of how to focus their mission on priorities, keeping in mind that there is not an unlimited supply of funding. He explained that at the CCAP Conference, Senator Corman discussed the ten percent funding cut several years ago that has never been restored and the common theme was, "There's no more money."

COMMISSIONER'S REPORT

The Commissioners also said that they heard at the Clinton County Economic Partnership Meeting from Dr. Lonoconus, Interim Superintendent, that an increase in Keystone Central school district taxes is a real possibility. Mr. Morris again expressed his view that a real estate reassessment, or at least a revaluing is needed.

The meeting adjourned at 10:43 AM.

ADJOURNMENT

\_\_\_\_\_  
Chief Clerk

## Thursday, March 29, 2018

PRESENT: Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Peggy Heller, Rita O'Brien, Kerry Stover  
Michelle Crowell, Michelle Kunes

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:01 AM by Vice Chairman Jeff Snyder.

Mr. Snyder asked for a motion to approve the Commissioners' Meeting minutes from the March 22, 2018 meeting. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MINUTES  
APPROVED

Mr. Snyder asked for a motion to approve an amendment to the contract with Coploff, Ryan, Welch and Houser to perform legal services for the Clinton County Children and Youth Services Agency, extending the term from December 31, 2017 to August 31, 2018 or such time as the service hours equal 780 hours, whichever comes first. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

CONTRACT AMENDMENT  
CRWH LEGAL SERVICES  
CYS

Mr. Snyder asked for a motion to approve a Subrecipient Monitoring Contract with Clinton County Housing Coalition, Inc., to operate the 2017 ESG Grant Program, with a grant in the amount of \$200,000.00 from DCED. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

SUBRECIPIENT  
MONITORING CONTRACT  
ESG GRANT/CCHC

Mr. Snyder asked for a motion to approve an agreement with Goodwill Hose Company Ambulance Association to allow the county of Clinton through its Sheriff's Office to obtain and use a supply of Naloxone. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

GOODWILL HOSE CO.  
AMBULANCE ASSOC.  
SHERIFF'S OFFICE

Mr. Snyder asked for a motion to approve the transfer of IV-D Funds in the amount of \$46,856.00 to the General Fund for December 2017 reimbursement of expenses. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

IV-D FUNDS

Mr. Snyder asked for a motion to approve the hiring of Larry Rhine, part-time Security in the Sheriff's Department, effective April 2, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING/LARRY. RHINE  
SHERIFF'S DEPT.

Mr. Snyder asked for a motion to approve the resignation of Ryan Regel, full-time Correctional Officer at the Clinton County Correctional Facility, effective March 6, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
RYAN REGEL  
CCCF

Mr. Snyder asked for a motion to approve the hiring of Michael Cianfrani, and Adam Moser as full-time Correctional Officers at the Clinton County Correctional Facility, effective April 9, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING  
MICHAEL CIANFRANI  
ADAM MOSER/CCCF

Mr. Snyder asked for a motion to approve the hiring of Ashley Mann as a full-time Correctional Officer at the Clinton County Correctional Facility, effective April 16, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING  
ASHLEY MANN/CCCF

The Commissioners' Meeting was adjourned at 10:17 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:19 AM

Mr. Snyder asked for a motion to approve the County Bills in the amount of \$404,770.85, for the period ending March 28, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

COUNTY BILLS

Mrs. Kunes, County Treasurer, said that taxes are coming in and they are busy with fishing season coming up.

STAFF/ELECTED  
OFFICIALS REPORTS

The Auditors reported that they are currently reviewing checking accounts at the prison.

Mrs. Dremel stated that she attended the PCOMP Worker's Compensation Conference last week and it was very worthwhile.

Mrs. Petruzzi said she working on the absentee and military ballot processes to get everything out on time.

Ms. Mothersbaugh said that the meeting at the Conservation District on well water quality was well attended. There were speakers from USGS and DCNR to present the results of the recent Baseline Water Quality Study. Elevated levels of coliform and E coli were noted in some of the wells sampled.

Ms. Maggs asked the Commissioners for more details on previous comments they had made regarding the burden the Counties shoulder due to unfunded State mandates. She will be happy to reach out to Mr. Hanna's Harrisburg staff to get some more information on specific issues.

REP. HANNA'S REPORT

Mr. Snyder followed up by saying that the more mandated reporters there are, the more reports. His concern is focused on the amount of paperwork that Children and Youth Services caseworkers have to do. He said that they need to find a way to reduce it.

Mr. Snyder stated that during Monday's work session they would be discussing the Commissioner's meeting for April 26. Only Mr. Snyder is available for a meeting that day, so they will be discussing possibly cancelling it.

COMMISSIONER'S REPORTS

Mr. Snyder also stated that funding is being made available for expanding Broadband access in rural areas, and the Commissioners are interested in pursuing this further. There are gaps in service to parts of the County. Mr. Conklin agreed and mentioned the farming communities that need access and don't have it.

Mr. Morris questioned the meeting with Enterprise Fleet Management. Mr. Conklin clarified that other counties suggested that it was a good opportunity to pursue. PUBLIC COMMENTS

Ms. Paez asked if other county agencies besides the Sheriff's office have a Naloxone supply as well. Mr. Snyder confirmed that Probation carries it. Mr. Conklin followed up by saying that any person could go to the drug store and get a supply to take home. He said he is confident that County employees are properly trained in its handling and use.

Ms. Crowell added that a grant was available, so there is no cost to the county and it can save lives.

Mr. Snyder noted that Naloxone may be needed by first responders who come into contact with a dangerous drug and who could overdose just from that contact.

The meeting adjourned at 10:55 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

## Thursday, April 5, 2018

PRESENT: Pete Smeltz and Jeff Snyder

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Rita O'Brien, Tristan Rock

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Tammy Garrison, Nichole Tawney, Jordan Sheffer

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the March 29, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a proclamation for Local Government Week – April 9-13, 2018. The proclamation was read by Mr. Snyder who made the motion to adopt; seconded by Mr. Smeltz. Motion carried. The Commissioners will attend a Renovo Borough Council Meeting to present the proclamation.

PROCLAMATION  
LOCAL GOVT. WEEK

Mr. Smeltz read a proclamation for National Library Week – April 8-14, 2018, and asked for a motion to approve. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried. Ms. Garrison from the Ross Library thanked the Commissioners for recognizing and supporting the library. She stated that they are not just a place full of books, but a place for communities as well. Mr. Smeltz followed up by thanking the library for being there for our community.

PROCLAMATION  
NATL LIBRARY WEEK

Mr. Smeltz asked for a motion to approve Resolution No. 2 of 2018 – Approving a grant application for funding from the PA Department of Conservation and Natural Resources for 50% of the engineering and design cost on the Railroad Bridge Conversion for the Rail Trail River Crossing. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried. The Commissioners will submit a letter of commitment for the local match of \$84,775.00.

RESOLUTION NO. 2  
RAIL TRAIL RIVER  
CROSSING GRANT  
APPLICATION

Mr. Smeltz asked for a motion to approve the change in effective hiring date for Michael Cianfrani and Adam Moser, Correctional Officers at the Clinton County Correctional Facility, from April 9, 2018 to April 16, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CHANGE IN HIRE DATE  
M. CIANFRANI/A. MOSER  
CCCF

Mr. Smeltz asked for a motion to approve the correction of the effective date of the resignation of Ryan Regal to March 16, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CHANGE IN RESIGNATION  
DATE/ R. REGAL/ CCCF

Mr. Smeltz asked for a motion to approve the resignation of Duane Long, Correctional Officer at the Clinton County Correctional Facility, effective April 8, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
DUANE LONG/ CCCF

Mr. Smeltz asked for a motion to approve the transfer of Madalyn Smith, from full-time Intake Caseworker/Family Centered Services Case Manager to full-time Family Centered Services Case Manager in Children and Youth Services, effective April 2, 2018, with no change in salary. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

TRANSFER  
MADALYN SMITH  
CYS

Nichole Tawney, the Clinton County Community Center Coordinator for Step, Inc., announced the need for participation in a community needs assessment. She explained that every three years, they use a tool to gather information on the community, its needs and resources. The information then gets analyzed and is useful to STEP and other organizations for planning, grant writing, and providing services. She explained that the deadline to submit surveys is May 1, 2018 and asked that the County get the word out about the importance of providing input. Surveys may be completed on paper or online at [https://www.surveymonkey.com/r/CCCNA\\_partners](https://www.surveymonkey.com/r/CCCNA_partners).

COMMUNITY NEEDS  
ASSESSMENT STEP, INC.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$236,431.23, and Net Payroll in the amount of \$287,173.61 for the period ending April 6, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

Mrs. Petruzzi reported that she has mailed all the absentee ballots for the applications received to date. She also explained that the deadline to register or change your registration to be able to vote in the May 15, 2018, primary is April 16, 2018. The last day to apply for an absentee ballot is May 8, 2018 and the last day for the county to receive absentee ballot applications is May 11, 2018.

ELECTED OFFICIALS/  
STAFF REPORT

Mrs. Meyers confirmed that they will be cancelling the April 26, 2018 Commissioner's meeting.

ANNOUNCEMENTS

The meeting adjourned at 10:34 AM.

ADJOURNMENT

\_\_\_\_\_  
Chief Clerk



## Thursday, April 12, 2018

PRESENT: Pete Smeltz and Jeff Snyder

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Kristin Petruzzi, Keith Yearick, Judge Craig Miller, Don Powers, Kimberly Crossen, DeSilva, Colleen Wise

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Anthony Radle

The meeting was called to order at 10:01 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the April 5, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a Proclamation of Excellence for Kim Crossen, Domestic Relations. Mr. Snyder read the proclamation and made the motion to adopt; seconded by Mr. Conklin. Motion carried. Ms. Crossen was recently awarded the Frontline Child Support Professional of 2018 by the Eastern Regional Interstate Child Support Association. Judge Miller also congratulated Ms. Crossen on the well-deserved award.

PROCLAMATION OF  
EXCELLENCE  
KIMBERLY CROSSEN

Mr. Smeltz asked for a motion to approve the tentative agreement ratified by AFSCME for the Court Related-Court Appointed Employees contract, effective January 1, 2018 through December 31, 2021, approved by the union on April 10, 2018, and reflected in the letter dated April 11, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder.

AFSCME  
COURT RELATED/  
COURT APPOINTED  
EMPLOYEE CONTRACT

Mrs. Meyers said that this is a four-year agreement. She highlighted the main items of the agreement including wage increases, and gradually phased-in increases in the employees' contribution to the cost of health insurance. She said that negotiations will continue with the Corrections/Deputy Sheriff's Union.

Roll call Vote on the motion:

Mr. Conklin – Yes; Mr. Snyder – Yes; Mr. Smeltz – Yes; Motion carried.

Mr. Smeltz asked for a motion to approve a purchase of Service Agreement with the Bair Foundation of Pennsylvania, to provide Child Welfare Services for Children and Youth Services Agency, effective April 12, 2018 through June 30, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

SERVICE AGREEMENT  
BAIR FOUNDATION  
CYS

Mr. Smeltz asked for a motion to approve a 60-month Lease/Purchase Agreement with Pitney Bowes for Send-Pro C400 mailing equipment for the MDJ2 Office, at a cost of \$120.75 per month. Motion by Mr. Conklin; seconded by Mr. Snyder. Mr. Smeltz added that they explored other options to find the best rate and quality. This option was recommended by District Magistrate John Maggs. Motion carried.

LEASE/ PURCHASE  
AGREEMENT  
PITNEY BOWES/MDJ2

Mr. Smeltz asked for a motion to approve joining the SEDA-COG Rural Broadband Coverage and Feasibility Study, and the application for funding for the study from the Appalachian Regional Commission, with a commitment of \$10,000.00 as the Clinton County match.

SEDA-COG  
BROADBAND STUDY

Ms. De Silva explained that this is a multi-county study that will explore which areas are served and not served by Broadband. She also said that they will be calling businesses and industries to get opinions and broadband needs. Mr. Snyder said that he appreciates that SEDA-COG is doing this and getting this information. This will lead to funding for broadband expansion to these underserved areas. Mr. Smeltz said he believes that this is a good thing for Clinton County to enter into. Motion carried.

Mr. Smeltz asked for a motion to approve the resignation of Bradley Shearer, full-time Correctional Officer at the Clinton County Correctional Facility, effective April 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
BRADLEY SHEARER  
CCCCF

Mr. Smeltz asked for a motion to approve the transfer of Jared Campbell from Lieutenant to full-time Correctional Officer at the Clinton County Correctional Facility, effective April 28, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

TRANSFER  
JARED CAMPBELL  
CCCCF

Mr. Smeltz asked for a motion to approve the hiring of Vanessa Cantolina as Food Service Worker at the Clinton County Correctional Facility, effective April 23, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

HIRING  
VANESSA CANTOLINA  
CCCCF

Mr. Smeltz asked for a motion to approve the retirement of Gerald Rosamilia, Director of Children and Youth Services, effective May 1, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. The Commissioners said how much they appreciated Mr. Rosamilia's many years of dedicated service to the County and that they expect a seamless transition in the agency due to his planning and mentoring of his successors.

RETIREMENT  
GERALD ROSAMILIA  
CYS

Mr. Smeltz asked for a motion to approve the promotion of Autumn Bower, from Assistant Director of Children and Youth Services to Director of Children and Youth Services, effective April 16, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROMOTION  
AUTUMN BOWER  
CYS

Mr. Smeltz asked for a motion to approve the promotion of Tristan Rock, from Special Programs Supervisor to Assistant Director of Children and Youth Services, effective April 16, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROMOTION  
TRISTAN ROCK  
CYS

Mr. Smeltz asked for a motion to approve the promotion of Katie Angelelli, from Caseworker to Special Programs Supervisor of Children and Youth Services, effective April 16, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROMOTION  
KATIE ANGELELLI  
CYS

The Commissioners' Meeting was adjourned at 10:30 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:40 AM

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$840,024.87 for the period ending April 12, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

COUNTY BILLS

Mrs. Petruzzi reminded that the deadline to register or change registration before the May 15, 2018 primary is April 16, 2018.

ELECTED OFFICIALS  
AND STAFF REPORTS

Mr. Yearick announced that Carl Phillips, Assistant Chief Assessor for Clinton County is now certified and can place value on real estate for tax assessment purposes.

Mr. Smeltz said that he was present at the Renovo meeting this past week and they had nice events for local government week. He said that he was glad to be there and there was good discussion. He continued by welcoming Anthony Radle from Leadership Clinton County. Mr. Snyder announced that the Commissioners', Voters Registration, Payroll and Human Resources Offices would be moving to the Piper Building on May 5<sup>th</sup>.

COMMISSIONERS' REPORT

Mr. Morris added that he commends Mr. Rosamilia and he has nothing but admiration for him.

PUBLIC COMMENTS

The meeting adjourned at 10:53 AM.

ADJOURNMENT

\_\_\_\_\_  
Chief Clerk

**Thursday, April 19, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Cathy Dremel, Kristin Petruzzi, Michelle Sonnie, Rita O'Brien, Shawn Carr, Judy Walter, Robert Best, Michelle Kunes, Jim Watson, Suzy Watson, Tom Sobiech, John Rowley

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Nick Gilbert, John Rouse, Doug Fries, Janaan Maggs

The meeting was called to order at 10:07 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the April 12, 2018 meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to open and compare bids for Sprinkler Inspection at CCCF. The bids were from Spirit Sprinkler, \$1565.00, Icon Fire Solutions \$2300.00, Northwoods Fire Protection, \$2850.00 and Clemmer Fire Protection, \$10,650.00. The Commissioners will compare them and review with Larry Coploff and the Warden and the bid will be awarded May 3, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. SPRINKLER INSPECTION BIDS

Mr. Smeltz asked for a motion to approve a Proclamation of Excellence recognizing the Clinton County MIS Department. Janaan Maggs also presented a citation award on behalf of Mike Hanna. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. PROC. OF EXCELLENCE CC MIS DEPT.

Mr. Smeltz asked for a motion to approve a Certificate of Appreciation for Gerald Rosamilia. Mr. Smeltz read the certificate and they plan on presenting it to Mr. Rosamilia. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. CERT. OF APPRECIATION G. ROSAMILIA

Mr. Smeltz asked for a motion to approve a Memorandum of Understanding with Clinton County Solid Waste Authority relating to the delivery by the Authority to the County of annual financial and operational information as an obligation to the guaranty agreement dated March 1, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. MEMORANDUM OF UNDERSTANDING WITH CC SOLID WASTE AUTH.

Mr. Smeltz asked for a motion to approve individual agreements with the law enforcement agencies of Keystone Central School District, Lamar Township, City of Lock Haven, Lock Haven University, Mill Hall Borough, Pine Creek Township, Renovo Borough, and Woodward Township for sharing the annual cost of the 5-year CODY Software Support and Maintenance Agreement at a rate of \$2,000.00 base amount for each agency, plus \$275.00 per each full time Officer/clerical staff and \$175.00 per each part time Officer/clerical staff yearly, effective May 1, 2018 through April 30, 2023. Mrs. Watson added that this project was fully grant funded when they started. She believes it is a good way share information Countywide.. She said she is proud of this project and it didn't cost the county or taxpayers much money. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. CODY LAW ENFORCEMENT AGENCY AGREEMENTS

Mr. Smeltz asked for a motion to approve a Licensed Software Support and Maintenance Agreement with CODY Systems, effective from May 1, 2018 through April 30, 2023, for a total amount of \$188,341.11. Mrs. Watson added that the support for this is directly from CODY Software. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. MAINT. AGREEMENT CODY SYSTEMS

Mr. Smeltz asked for a motion to approve a quote for roofing materials and labor from Shultz Roofing, Inc., in the amount of \$12,553.80 for the courthouse and \$550.00 for the Piper Building. Mr. Smeltz clarified that the Piper Building project is just for repair. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. ROOFING QUOTE SHULTZ ROOFING, INC.

Mr. Smeltz asked for a motion to approve a motion for sale of Surplus County Property by bids, total value estimated at under \$1,000.00. Mr. Smeltz explained that IT, Maintenance, and Mr. Snyder composed a list of items that will be advertised April 18, 2018 on the county website. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. SALE OF SURPLUS PROPERTY

Mr. Smeltz asked for a motion to approve Amendment No. 1 of the Operating Agreement with Aramark Correctional Services, LLC, for management of the food service operation at the Clinton County Correctional Facility, extending the term of agreement for a one-year period, effective April 20, 2018 through April 19, 2019, and changing the price per meal as set forth in attachment A, by mutual agreement. Warden Rowley added that as the number of inmates increase, the cost per meal goes down. He said that he is very impressed with the meals, which are \$1.09 per person now. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. AMENDMENT NO. 1 ARAMARK CORRECTIONAL SERVICES AGREEMENT

Mr. Smeltz asked for a motion to approve a Lease Agreement and accompanying documents with Enterprise Fleet Management for County vehicles. Mr. Smeltz invited Mr. Nicholas Gilbert to speak. Mr. Gilbert started by thanking the County for their business. He reminded of the deadlines for ordering vehicles for the Coroner and CYS is May 1. He continued by saying the county will see \$328,000.00 savings annually over 10 years. Mr. Conklin added that the county vehicles are important because of the transportation of children and families. He said there needs to be more of a rotation with older vehicles, but the main goal is to keep everyone safe. Enterprise Fleet has many opportunities for the county. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. LEASE AGREEMENT ENTERPRISE FLEET MANAGEMENT

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$29,648.00 to the General Fund for January 2018 reimbursement of expenses. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried. IV-D FUNDS

Mr. Smeltz asked for a motion to approve the resignations of Brandy Perchinski, Tyler Feist, and Sean Winter, Correctional Officers at the Clinton County Correctional Facility, all to be effective April 27, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.

RESIGNATIONS/ T. FEIST,  
B. PERCHINSKI, S. WINTER  
CCCF

Mr. Smeltz asked for a motion to approve the retirement of John Rowley, Warden at the Clinton County Correctional Facility, effective May 5, 2018. Mr. Rowley thanked the Commissioners for their support during his tenure. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.

RETIREMENT/ J. ROWLEY  
CCCF

Mr. Smeltz asked for a motion to approve establishing of the 2018 employee contribution for health insurance for non-union covered employees to the same rates approved under the tentative agreement with the Court-Related/Court-Appointed bargaining unit, effective April 19, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.

EMPLOYEE CONTRIBUTION  
HEALTH INSURANCE FOR  
NON-UNION EMPLOYEES

The Commissioners' Meeting was adjourned at 11:21 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 11:21 AM

Mr. Smeltz asked for a motion to approve County Bills in the amount of \$175,300.62, and Net Payroll in the amount of \$301,027.71, for the period ending April 20, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.

COUNTY BILLS

There were no staff/elected officials reports.

There were no Commissioner reports.

There were no public comments.

The meeting adjourned at 11:31 AM.

ADJOURNMENT

\_\_\_\_\_  
Chief Clerk

## Thursday, May 3, 2018

PRESENT: Pete Smeltz and Jeff Snyder

STAFF ATTENDEES: Cathy Dremel, Kristin Petruzzi, Jen Bottorf, Jann Meyers, Angela Hoover, John Rowley, Michael Young, Jared Campbell, Gary Rausch, Michelle Kunes, Regina Shawley, Alexandra Chestnut, Leah Mothersbaugh

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Tom Boob

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the April 19, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion for the 2015 Home and 2016 CDBG Programs to be expanded, effective May 3, 2018. Ms. Mothersbaugh explained that they are expanding it to include the entire County, except the City of Lock Haven, which already has its own program. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

EXPANSION OF AREA  
FOR HOUSING REHAB  
2015 HOME/2016 CDBG

Mr. Smeltz asked for a motion to adopt a Proclamation recognizing National Correctional Officers and Employees week May 6-12, 2018. Mr. Smeltz said how important the people who work in that department are. Mr. Rowley thanked the Commissioner's for their support and recognition. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

PROCLAMATION  
NATL CORRECTIONAL  
OFFICERS & EMPLOYEE  
WEEK

The Commissioners presented a Certificate of Recognition to Warden John Rowley upon his retirement. They thanked him for his service and commitment to the Correctional Facility. Mr. Snyder said, "You've left your mark here." Members of his staff thanked Mr. Rowley as well with Captain Young saying that at first he didn't understand the change in the culture that the Warden wanted to bring about, but after awhile he could see that he was changing things for the better. Mr. Rowley thanked the Prison Board and his staff for all of their support.

CERTIFICATE OF  
APPRECIATION -  
WARDEN JOHN ROWLEY

Mrs. Meyers reviewed a listing of the bids submitted for surplus county property. Mr. Smeltz asked for a motion to award the bids to the lowest bidders for each lot. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried. Successful bidders can pick up and pay for their items at the Storage Building on Saturday, May 5, 2018 between 8 am and 12 noon. Total proceeds of the sale were \$2,797.13.

AWARDING OF BIDS  
FOR SURPLUS PROPERTY

Mr. Smeltz asked for a motion to award the 5-year contract for Sprinkler Inspection at the Clinton County Correctional Facility to Spirit Sprinkler, for a total amount of \$1,565.00. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CONTRACT APPROVED  
SPIRIT SPRINKLER

Mr. Smeltz asked for a motion to approve a contract for charter bus service with Susquehanna Trailways in the amount of \$713.74, for a Reach Out Mentoring trip on June 9, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CHARTER BUS  
CONTRACT APPROVED  
SUSQUEHANNA TRAILWAY

Mr. Smeltz asked for a motion to approve a contract for charter bus service with Susquehanna Trailways in the amount of \$1,203.12, for a CYS children's trip on July 7, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CHARTER BUS  
CONTRACT APPROVED  
SUSQUEHANNA TRAILWAY

Mr. Smeltz asked for a motion to approve a contract for IT consulting services with Lewis Summers to review the organization of the IT Department and all software and maintenance contracts, effective May 3, 2018 through August 3, 2018, at the rate of \$75.00 per hour with a maximum amount of \$7,500.00. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CONTRACT APPROVED  
IT CONSULTING  
LEWIS SUMMERS

Mr. Smeltz asked for a motion to approve a contract for services with Dr. Kirk Heilbrun, PHD, to perform psychological evaluation services for Children and Youth Services, effective May 3, 2018, through June 30, 2019, at a rate of \$330.00 per hour, or a flat rate of \$3,000.00 per assessment. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CONTRACT APPROVED  
KIRK HEILBRUN, PHD  
CYS

Mr. Smeltz asked for a motion to approve a contract for architectural services with Lefevre Wilk Architects, for design of the third floor Garden Building renovation project to accommodate the Probation Department, for an amount not to exceed \$14,300.00, to be paid from the Supervision Fee Fund. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion Carried.

CONTRACT APPROVED  
LEFEVRE WILK  
ARCHITECTS

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$4,253.00 to the General Fund for January 2018 supplemental expenses. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to approve the promotion of Angela Hoover, from Deputy Warden of Support Services to Acting Warden at the Clinton County Correctional Facility, effective April 30, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

PROMOTION  
ANGELA HOOVER  
ACTING WARDEN, CCCF

Mr. Smeltz asked for a motion to approve the hiring of Cameron Boughter and Gena Wilson as Full-time Correctional Officers at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
CAMERON BOUGHTER  
GENA WILSON - CCCF

Mr. Smeltz asked for a motion to approve the promotion of Tera Perryman from Part-time to Full-time Correctional Officer at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

PROMOTION  
TERA PERRYMAN  
CCCF

Mr. Smeltz asked for a motion to approve increasing the Employee Meal Reimbursement rates when in travel status, effective June 1, 2018 to the following:

EMPLOYEE MEAL  
REIMBURSEMENT  
RATES

Breakfast	\$10.00
Lunch	\$12.00
Dinner	\$23.00

Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion Carried

The Commissioners' Meeting was adjourned at 10:57 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 11:00 AM

Mr. Smeltz asked for a motion to approve County Bills in the amount of \$840,702.99, and Net Payroll in the amount of \$325,392.67, for the period ending May 4, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

Kristin Petruzzi, Director of Elections and Voter Registration, reported that she is actively recruiting election workers and that training for poll workers will be held at the Ross Library May 3<sup>rd</sup> and 4<sup>th</sup>.

ELECTED OFFICIALS  
AND STAFF REPORTS

Mike Hanna's representative was unable to be present.

There were no Commissioner reports.

There were no public comments.

The meeting adjourned at 11:10 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Thursday, May 10, 2018**

PRESENT: Pete Smeltz and Jeff Snyder

STAFF ATTENDEES: Cathy Dremel, Jann Meyers, Mary Ann Bower, Rebecca Sanford, Leah Mothersbaugh, Autumn Bower, Tristan Rock, Rita O'Brien, Peggy Heller, Ernie Jackson, Michelle Kunes, Michelle Crowell

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Janaan Maggs, Mike Buynak, Judy Neuffer, and David Neuffer

The meeting was called to order at 10:06 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the May 3, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to adopt a Proclamation recognizing Foster Care Awareness Month in May 2018. Mr. Snyder read the proclamation and made the motion to adopt; seconded by Mr. Smeltz. Rebecca Sanford introduced foster parents Mike Buynak, Judy and David Neuffer and their foster child. The Commissioners expressed thanks to these and the County's other foster and kinship families for the wonderful care they provide.

PROCLAMATION  
FOSTER CARE  
AWARENESS  
MONTH

Mr. Smeltz asked for a motion to approve a 5-year sales agreement with Comcast Business for expanded Broadband services to the Clinton County Correctional Facility, for an additional cost of \$670.42 per month. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

CONTRACT APPROVED  
COMCAST BROADBAND

Mr. Smeltz asked for a motion to approve a proposal from Wolyniec Construction Inc. to provide equipment to replace lights on the Veterans Bridge, at a cost of \$2,750.00. Motion by Mr. Smeltz; seconded by Mr. Snyder. Motion carried.

PROPOSAL APPROVED  
WOLYNIC CONSTRUCTION

Mr. Smeltz asked for a motion to approve the 2018 PHARE Grant Agreement with the PA Housing Finance Agency, effective May 1, 2018, in the amount of \$46,000.00. This grant is split between four agencies to provide rental assistance and education. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

2018 PHARE GRANT  
AGREEMENT APPROVED

Mr. Smeltz asked for a motion to approve a request for Liquid Fuels funding for the City of Lock Haven, for the resurfacing of East Walnut Street, in the amount of \$44,397.00 per year for this year and the next two years, and to table any action on the other applications until additional information is obtained. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion Carried. Mr. Smeltz noted that two of the remaining applications may be able to be addressed with bridge funding.

LIQUID FUELS  
APPROVAL  
CITY OF LOCK HAVEN

Mr. Smeltz asked for a motion to approve the hiring of Jonathon Sherman as Full-time Intake Caseworker for Children and Youth Services, effective May 14, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
JONATHON SHERMAN  
CYS

Mr. Smeltz asked for a motion to confirm the resignation of Nevin Harpster, Maintenance Supervisor at the Clinton County Correctional Facility, effective May 18, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
NEVIN HARPSTER  
CCCCF

Mr. Smeltz asked for a motion to confirm the resignation of Shianne Eby, full-time Correctional Officer at the Clinton County Correctional Facility, effective May 24, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
SHIANNE EBY  
CCCCF

Mr. Smeltz asked for a motion to confirm the termination of Andy Bodle, full-time Maintenance Specialist at the Clinton County Correctional Facility, effective May 24, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

TERMINATION  
ANDY BODLE  
CCCCF

Mr. Smeltz asked for a motion to confirm the hiring of Tiara Walter and Amanda Barnes as part-time Correctional Officers at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
TIARA WALTER  
AMANDA BARNES  
CCCCF

Mr. Smeltz asked for a motion to confirm the hiring of Whitney Wagner as full-time Correctional Officer at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
WHITNEY WAGNER  
CCCCF

Mr. Smeltz asked for a motion to approve the hiring of Christian Guarino as Summer Intern at the Clinton County Conservation District, effective May 14, 2018. Motion by Mr. Snyder; seconded by Mr. Smeltz. Motion carried.

HIRING  
CHRISTIAN GUARINO  
CONS. DISTRICT

The Commissioners' Meeting was adjourned at 10:32 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:40 AM.

The bills will be considered for approval at the May 17, 2018, meeting.

COUNTY BILLS

Treasurer Mick Kunes reported that tax receipts have slowed considerably since the end of the discount period.

ELECTED OFFICIALS  
AND STAFF REPORTS

The Auditors attended an area conference in Sullivan County and said that information will be coming out soon on an internal programming IT audit that will be required.

Leah Mothersbaugh, County Grants Administrator reported that DCED approved the recent expansion of the area eligible for HOME Rehab funding.

Cathy Dremel, HR, reported on a worthwhile training she attended at CCAP.

Janaan Maggs of Representative Hanna's Office, congratulated the Commissioners on the grant they were awarded for the railroad bridge connecting portions of the Rail Trail.

REPORT FROM  
REP. HANNA'S OFFICE

Mr. Smeltz said that Commissioner Conklin continues to recover from his double knee surgery.

COMMISSIONERS  
REPORT

There were no public comments.

The meeting adjourned at 10:51 AM.

ADJOURNMENT

\_\_\_\_\_  
Chief Clerk



**Thursday, May 17, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Kristin Petruzzi, Jann Meyers, Jim Watson, Suzy Watson, Kevin Fanning, Kerry Stover, Michelle Kunes, Michelle Crowell, Greg Smith

PUBLIC ATTENDEES: Richard Morris, Sarah Paez, Janaan Maggs, Steve Falotico, Richard Simpson, David Winkleman, Richard Camerer, Julie Brennan

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the May 10, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. Mr. Smeltz noted that is was good to have all three Commissioners back working together again.

MINUTES  
APPROVED

Mr. Smeltz spoke about the CODY award recently awarded to Suzy Watson and the County's CODY project out of the over 800 CODY systems nationwide. Mrs. Watson spoke about the great cooperation among our law enforcement agencies and the wonderful tool that this has been for them. She also added that it was almost fully grant funded, so there was little to no cost to the tax payers except for the ongoing upkeep. Chief Falotico said that he's been an officer for about 34 years and their records management system was previously kept on index cards. He continued by saying how awesome it is to just do a couple keystrokes and have all the information you would need on someone right at your fingertips. Chief Winkleman said that Suzy spends a lot of time on this project and he hopes the county will continue to support CODY.

CODY AWARD

Mr. Smeltz asked for a motion to approve a proclamation for Police Officer's Week. Police Officer's Week is set as May 13-19, 2018 and Police Officer Memorial Day as May 15, 2018. Mr. Smeltz said that there have been activities all across the United States and Pennsylvania to honor police officers and he thanked all officers, including those in attendance, for protecting the Clinton County community. He continued by saying although we do not have a lot of serious crime in Clinton County like in larger, more metropolitan areas, we still have crime, and our officers will always be in our prayers. Mr. Snyder also offered his thanks for all that they do and for attending the meeting. Chief Falotico said that they love the jobs they do and he appreciates the recognition. He said that in the past year, 54 officers died on the job and that number is too high. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PROCLAMATION  
POLICE OFFICER'S WEEK

Mr. Smeltz asked for a motion to approve a proclamation for EMS Week, the week of May 20-26, 2018 with the theme of "EMS Strong, Stronger Together". Mr. Smeltz said that it is all a team effort and it is about keeping our citizens safe. Mr. Snyder added that both proclamations should be throughout the year because both groups are so important. He said that everything works and it works because of the team we have at Clinton County. He said that we have to remember that these people volunteer their time and we never want to lose sight of the importance of the volunteers. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROCLAMATION  
EMS WEEK

Mr. Smeltz introduced Julie Brennan, Clinton County Tourist Promotion Agency Director. Ms. Brennan said that on behalf of the partnership between the county and TPA she was excited to announce that a total of \$45,000 in grant funding is being awarded for tourism/recreational projects to 14 different organizations. She explained that this is the highest amount they have ever awarded. It goes to organizations that put on events such as Lock Haven Jam Festivals and Flaming Foliage Festival to help them grow and sustain themselves. She said that the goal is for these organizations to help bring people into Clinton County. Mr. Smeltz said that they will project a similar amount for next year's budget. He clarified that there are certain criteria these organizations have to meet to get the money. Mr. Conklin added that this is one of those "feel good" things they do as Commissioner's. Ms. Brennan added that the grant money is generated from the hotel excise tax so that these grants can be awarded without burdening county tax payers. Mr. Snyder said that there is never enough money to cover all the needs, but he commends the board for doing such a nice job on something that is going to mean a lot to the community.

TOURISM/RECREATION  
GRANT AWARDS

Mr. Smeltz asked for a motion to approve an engagement letter with Maher Duessel for an audit of Financial Statements of the 9-1-1 Program to be conducted at the request of Pennsylvania Emergency Management Agency. Mr. Fanning clarified that this doesn't cost the county any money. Mr. Smeltz asked how often this audit would take place. Mr. Fanning said that this was the first true audit, so another will not be due for four years. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

ENGAGEMENT LETTER  
MAHER DUESSEL

Mr. Smeltz asked for a motion to approve Amendment 2 to the contract for Cleaning Services with Kohen Cleaning Service, LLC, effective May 14, 2018, adding the third floor Piper Building at a cost of \$628.00 per month and deducting \$387.00 per month for the reduced area of service on the third floor of the Garden Building. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CONTRACT AMENDMENT  
KOHEN CLEANING

Mr. Smeltz asked for a motion to approve a proposal from DAECO for installation of split rail fencing and gates on the Clinton County Rail Trail, at a cost of \$11,400.00. Mr. Smith clarified that DAECO was the lowest quote. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

DAECO PROPOSAL  
RAIL TRAIL

Mr. Smeltz asked for a motion to approve a proposal from Pine Creek Township to install and replace drainage pipe on the Clinton County Rail Trail based on hourly rates for equipment and labor, not to exceed \$10,900.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PINE CREEK TWP  
RAIL TRAIL  
DRAINAGE PIPE

Mr. Smeltz asked for a motion to approve a proposal from Pine Creek Township to level and install surfacing on Clinton County Rail Trail based on hourly rates for equipment and established prices for aggregate. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PINE CREEK TWP  
RAIL TRAIL  
SURFACING

Mr. Smeltz asked for a motion to confirm the resignation of Tyler Amos, full-time Correctional Officer at the Clinton County Correctional Facility, effective May 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	RESIGNATION TYLER AMOS/ CCCF
Mr. Smeltz asked for a motion to confirm the hiring of Ashley Miller and Benjamin Ace as full-time Correctional Officers at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING ASHLEY MILLER BENJAMIN ACE/CCCF
Mr. Smeltz asked for a motion to approve the hiring of Kasmira Zechman, part-time Archival Records Assistant in the Assessment Office, effective May 21, 2018. Mr. Conklin asked if this was an intern. Mrs. Meyers confirmed. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING KASMIRA ZECHMAN ASSESSMENT
The Commissioners' Meeting was adjourned at 10:49 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:51 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$923,269.08, and Net Payroll in the amount of \$318,847.68, for the period ending May 18, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	COUNTY BILLS
Mr. Watson reported that his department (GIS) sent away core sets of data in CAD for a quality check, so as of right now they are waiting for the hardware to be set up to move forward. Mr. Fanning continued by saying that the data GIS submitted and prepared was in the appropriate format for what they call next generation 9-1-1. Mr. Conklin also asked about the contract with the aerial photography. Mr. Watson said they were not due to refresh that contract until 2019.	ELECTED OFFICIALS AND STAFF REPORTS
Janaan Maggs said she wanted to visit since she will not be here for the next two weeks. Mr. Conklin said that he was happy that the people who control and regulate Blanchard Dam decided not to continue the study to lower the water levels. Mr. Smeltz added that doing that saved the taxpayers a lot of money on a study and he is also glad they stopped it.	REPORT FROM REP. HANNA'S OFFICE
Mr. Conklin thanked everyone for their well wishes during his recovery from his double knee surgery.	COMMISSIONERS REPORT
Mr. Smeltz commended Chief Clerk Jann Meyers for being a trooper and keeping everything moving while the Commissioners have been absent.	
Ms. Brennan reminded that the premier of "Our Town" will be playing this evening on WPSU.	PUBLIC COMMENTS
The meeting adjourned at 11:12 AM.	ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Thursday, May 24, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Kristin Petruzzi, Jann Meyers, Jim Watson, Suzy Watson, Greg Smith, Cathy Dremel, Peggy Heller, Jennifer Hoy, Michelle Crowell

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:01 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the May 17, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a proposal from Lowe's Home Centers LLC for fencing materials for the Rail trail, for a total cost of \$10,497.94. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PROPOSAL APPROVED  
LOWE'S - FENCING  
FOR RAIL TRAIL

Mr. Smeltz asked for a motion to approve a proposal from NRG Controls North, Inc., for labor and materials to replace one circulator pump and add another to the boiler at Clinton County Correctional Facility, at a cost of \$3,100.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROPOSAL APPROVED  
NRG CONTROLS NORTH  
CIRCULATOR PUMP/CCCF

Mr. Smeltz asked for a motion to approve an agreement to provide GIS information, data, and updates to the TomTom Database. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Watson explained that this is a basic licensing agreement. TomTom contacted our GIS because it is the sole source of addressing information for the area. They want the data to update their GPS data. They will be charged a standard data fee. Motion carried.

DATA SHARING WITH  
TOMTOM - GIS

Mr. Smeltz asked for a motion to approve an annual subscription and support renewal with Sirius Computer Solutions, Inc., for IBM Spectrum Protect Suite Software, in the amount of \$12,009.92. Motion by Mr. Conklin; seconded by Mr. Snyder. Mrs. Watson explained that this is the software piece of the Enterprise Backup Solution and it is for all data county wide. Mr. Snyder questioned the change in the amount. Mrs. Watson clarified that along with the annual cost just increasing, this will cover a full year, whereas previously it only covered a portion of time. Motion carried.

ANNUAL RENEWAL  
SIRIUS COMPUTER  
SOLUTIONS/MIS

Mr. Smeltz asked for a motion to consider an increase to the stipend available for use of polling facilities, from \$75.00 to \$100.00 per election. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

STIPEND INCREASED  
FOR POLLING PLACES

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$33,303.00 to the General Fund for February 2018 reimbursement of expenses. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to approve the resignation of Christopher Bonk, Part-time Correctional Officer at the Clinton County Correctional Facility, effective May 29, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
CHRISTOPHER BONK  
CCCF

Mr. Smeltz asked for a motion to approve the resignation of Kaci Woznicki, Full-time Correctional Officer at the Clinton County Correctional Facility, effective June 3, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

RESIGNATION  
KACI WOZNICKI  
CCCF

Mr. Smeltz asked for a motion to approve the temporary transfer of Brandon Ulrich, from Correctional Officer to Acting Maintenance Supervisor at the Clinton County Correctional Facility, effective May 19, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

TEMPORARY TRANSFER  
BRANDON ULRICH  
CCCF

Mr. Smeltz asked for a motion to approve the temporary promotion of Joseph Blazina, from Correctional Officer to Acting Lieutenant at the Clinton County Correctional Facility, effective May 20, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Mrs. Meyers clarified that Mr. Blazina is filling in for Ms. Jane Powell as the booking lieutenant while Ms. Powell is filling in as the staff lieutenant until someone is hired. Motion carried.

TEMPORARY PROMOTION  
JOSEPH BLAZINA  
CCCF

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$473,775.31, for the period ending May 23, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

COUNTY BILLS

Mrs. Hoy thanked the Commissioner's for giving the maintenance staff a raise. Mrs. Crowell also spoke highly of the Maintenance Staff.

ELECTED OFFICIALS/  
STAFF REPORTS

Mrs. Petruzzi announced that the Board of Elections meeting for casting of the lots for tie votes will be on Friday, June 1, 2018 at noon on the second floor Piper Building.

Mr. Snyder said he planned to attend a meeting regarding the Joint Rail Authority. The Commissioners agreed that this is important for the county and said they need to and will stay engaged in the issue.

COMMISSIONERS  
REPORTS

Mr. Smeltz said that a meeting on the TPA's budget went well and they were pleased with what they learned.

Mr. Conklin remarked that the First Quality project is beginning to take shape.

Mrs. Meyers announced that the Correction's Union Contract is nearing completion. There is just one more issue that is still in negotiations.

ANNOUNCEMENTS

Mr. Smeltz reminded everyone there would be no work session Monday and highlighted items of the Board's Schedule.

Ms. Paez asked what the fee is that the county GIS Department charges for data. Mr. Smeltz directed her to the website and told her to call Mr. Watson should she have any questions.

PUBLIC COMMENTS

The meeting adjourned at 10:59 AM.

ADJOURNMENT

\_\_\_\_\_ Chief Clerk

**Thursday, May 31, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Kristin Petruzzi, Jann Meyers, Michelle Kunes, Rita O'Brien, Katie de Silva, Peggy Heller, Mary Ann Bower

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the May 24, 2018, meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a performance agreement for the services of Mark Mero, motivational speaker for a one-hour "Choices" presentation on October 18, 2018, for the Clinton County Independent Living Program, for the amount of \$3,000.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Mr. Smeltz said that when they were presented with this opportunity the Commissioners threw challenges back and asked questions before considering approval. Mr. Mero is a former athlete and wrestler who went through some difficult times and he uses his own story to present a program about life choices. CYS staff saw him speak and feel he could present a positive statement to youth facing similar situations. Mr. Smeltz explained that there is a high demand for him and he is setting up his schedule now for the year, so if the County doesn't book him now they won't get him. Mr. Conklin added that it's actually a good price compared to what he normally charges, because he has other bookings nearby scheduled. Motion carried.

PERFORMANCE  
AGREEMENT  
MARK MERO

Mr. Smeltz asked for a motion to approve a proposal for Engineering services from John Conrad, for the Clinton County Rail Trail Project, Phase 4, including preliminary engineering and final design and acceptance of alternative 1, field survey, to be billed according to the attached schedule of rates and charges, and not to exceed a total cost of \$222,560.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. This is for engineering and design of Phase 4 of the Rail Trail, involving the Railroad Bridge to be deeded to the County by the Solid Waste Authority. Ms. De Silva explained that she reached out to SEDA-COG and asked them what engineers they recommend after receiving several quotes from others. They recommended John Conrad. Ms. DeSilva said that the construction will probably begin in 2020 and they are waiting for a response from a DCNR grant that they applied for. She explained that right now, it is estimated that the engineering costs will be \$169,550.00. However, if the DCNR grant application is successful, it will only require \$84,775.00 in County funding. Mr. Conklin stated that Greg Smith had completed a lot of preliminary work designing the ramps for the bridge, and he asked if those costs would be covered. Ms. De Silva responded by saying that those designs were concepts, which the contractor approved, so he will be using that work as a starting point. Motion carried.

CONTRACT FOR  
PROFESSIONAL  
SERVICES  
JOHN CONRAD, PE  
RAIL TRAIL BRIDGE

Mr. Smeltz asked for a motion to approve the hiring of Sofia Luckenbill as Watershed Specialist at the Clinton County Conservation District, effective June, 4, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Mrs. Bower explained that Sofia is a very good fit. She has a background in environmental science and has the ability to write grants. Mr. Conklin added that it's also a good thing that Mr. Scott Koser, the previous Watershed Specialist will be there to help with her training. Motion carried.

HIRING  
SOFIA LUCKENBILL  
WATERSHED SPECIALIST  
CONS. DISTRICT

The Commissioners' Meeting was adjourned at 10:17 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 10:20 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$2,820,614.81, and Net Payroll in the amount of \$295,384.77 for the period ending June 1, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

Ms. De Silva reported that Phase 2 of the Rail Trail work is proceeding. A name for the trail was discussed at the most recent work session, and meetings with township officials and others regarding naming, security and maintenance needs of the trail are being planned. Ms. DeSilva said she has also met with Tracie Witter regarding possible grant funding for the Trail available from PP & L.

REPORTS FROM  
ELECTED OFFICIALS  
AND STAFF

Mrs. Petruzzi reminded all that the Casting of Lots to settle tie votes is Friday, June 1, 2018 at noon.

Mrs. Kunes gave an update that so far her office has not received any repository bids which are due June 1, 2018. Mr. Conklin added that there is legislation pending that would relieve the counties of responsibility for repository property and put it back on the last owner of record.

Mrs. Bower stated that the Conservation District is working on a Growing Greener grant project for a local farm.

Mr. Smeltz stated that they are talking with the IT Department about redoing the County webpage to make it more user friendly and allow more information to be accessible. He also stated that they received a report from their financial advisor which they will be going over at Monday's work sessions. He said that the County ended 2017 in good shape and that it's a positive report.

COMMISSIONERS'  
REPORTS

Mr. Conklin said he has settled in to the new offices at Piper after his surgery, and he feels everyone is happy with the new building.

Ms. Paez asked what the meeting with Patriot Energy on Tuesday, June 5, 2018 at 10:30 a.m. was about.  
Mrs. Meyers explained that it is a meeting with the energy broker about locking in supply pricing on the 3 smaller gas accounts.

PUBLIC COMMENTS

The meeting adjourned at 10:45 AM.

\_\_\_\_\_ Chief Clerk

**Thursday, June 14, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Angela Hoover, Jason Kormanic, Leah Mothersbaugh, Jann Meyers, Michelle Kunes, Rita O'Brien, Peggy Heller, and Cathy Dremel

PUBLIC ATTENDEES: Jackie Armstrong, Clinton County Housing Coalition, Jeff Rich, Clinton County Housing Authority, Richard Morris, Janaan Maggs, Doug Byerly, Sarah Paez

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the May 31, 2018, meeting. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to adopt Resolution No. 3 of 2018, authorizing the filing of a proposal for a 2018 Emergency Solutions Grant in the amount of \$370,000.00 with the PA Department of Community and Economic Development. Motion by Mr. Conklin; seconded by Mr. Smeltz. Ms. Mothersbaugh explained the grant application and that the funding would be used for Emergency Shelter, Rapid Rehousing, Homeless Prevention, HMIS Data Entry and Administration costs. Mr. Rich of the Clinton County Housing Authority explained the regional approach that is being taken and further spoke of the need for this funding. He introduced Jackie Armstrong, who has taken over as the Senior Case Manager at the Clinton County Housing Coalition. Mrs. Maggs from Mr. Hanna's Office, also offered the support of her office for the grant funds. Motion carried.

RESOLUTION NO.3  
OF 2018

Mr. Smeltz asked for a motion to approve a contract with the County Fair Association for a display booth at this year's fair for Children and Youth's ROMP program, at a cost of \$130.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

CONTRACT FOR  
FAIR DISPLAY  
CYS

Mr. Smeltz asked for a motion to approve a grant agreement with PA Department of Environmental Protection for the municipal household hazardous waste education grant program through the Wayne Township Landfill, with a grant amount of \$27,280.00, effective for a two-year period. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

DEP GRANT AGREEMENT  
FOR RECYCLING  
EDUCATION

Mr. Smeltz asked for a motion to approve a renewal agreement with the PA Department of Corrections for housing state detainees at the Clinton County Correctional Facility at a per diem rate of \$72.00 per day. Motion by Mr. Conklin; seconded by Mr. Smeltz. Acting Warden Hoover explained that the agreement was approved by the Prison Board and the maximum number of DOC detainees that may be housed is 91. Motion carried.

HOUSING AGREEMENT  
WITH DEPARTMENT OF  
CORRECTIONS

Mr. Smeltz asked for a motion to approve a five-year contract for Comcast television service at the Clinton County Correctional Facility, effective June, 1, 2018, at a cost of \$531.30 per month. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. This expense will be paid from the Commissary Fund.

RENEWAL AGREEMENT  
COMCAST/CCCF

Mr. Smeltz asked for a motion to adopt Resolution No. 4 of 2018, authorizing the approval of a shared use path crossing agreement with PennDOT for the Rail Trail and authorizing its execution. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried. There will be two places where the Rail Trail will cross the Youngdale Road.

RESOLUTION NO.4  
OF 2018

Mr. Smeltz asked for a motion to approve a renewal agreement with Pitney Bowes for Sendsuite Package Mailing Software for a 60-month period, at a cost of \$478.69 per month. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

RENEWAL AGREEMENT  
PITNEY BOWES  
PACKAGE SOFTWARE

Mr. Smeltz asked for a motion to approve an equity lease quote with Enterprise Fleet Management for a 2018 Ford Expedition for the Clinton County Coroner's Office, with \$2485.98 down payment and \$905.75 per month for 60 months. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

ENTERPRISE LEASE  
CORONER'S VEHICLE

Mr. Smeltz asked for a motion to approve a purchase and sales agreement for a Nuctech Body Inspection System for use at the Clinton County Correctional Facility from Nuctech U.S. Inc., for the amount of \$95,000.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Acting Warden Hoover explained the need for this equipment to keep contraband from entering the prison. She said it is all about the safety of inmates and staff. It will be installed by the end of July. Motion carried.

SALES AGREEMENT  
NUCTECH BODY  
SCANNER - CCCF

Mr. Smeltz asked for a motion to reappoint Craig Muthler as the County's representative as Trustee on the SEDA Foundation Inc., Board for fiscal year 2018-19. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

REAPPOINTMENT  
CRAIG MUTHLER  
SEDA FOUNDATION

Mr. Smeltz asked for a motion to reappoint James Maguire, Craig Muthler, Susan Hanna, and Paul Caimi, to the Clinton County Revolving Loan Fund Board, for a one-year term, expiring June 30, 2019. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

REAPPOINTMENTS  
REVOLVING LOAN  
FUND BOARD

Mr. Smeltz asked for a motion to affirm the recommendation of the County Solicitor that personnel actions at the Clinton County Correctional Facility are the responsibility of the Prison Board and do not require confirmation by the County Commissioners, and to further adopt the policy that from this date forward, these actions will no longer appear on the Commissioners' Agenda; however, the Salary Board will continue to take action on all salary determinations. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

POLICY ON CCCF  
PERSONNEL ACTIONS

Mr. Smeltz asked for a motion to accept the resignation of Sarah Bower, Caseworker in the Children and Youth Services Agency, effective June 15, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

RESIGNATION  
SARA BOWER  
CYS

Mr. Smeltz asked for a motion for the Temporary Promotion and transfer of Nicholas Gentzyel from Maintenance Worker under the Commissioners' Office to Maintenance Specialist at the Clinton County Correctional Facility, effective May 21, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

TEMPORARY PROMOTION  
AND TRANSFER  
NICK GENTZYEL TO CCCF

The Commissioners' Meeting was adjourned at 10:52 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 11:10 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$1,282,906.16, and Net Payroll in the amount of \$299,038.69 for the period ending June 15, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

COUNTY BILLS

There were no reports from Elected Officials or Staff.

The Commissioners welcomed Janaan Maggs of Mike Hanna's Office. She reported that there is great optimism for an on-time State Budget. Mr. Conklin thanked Mr. Hanna's Office for assisting with getting the PHMC to accept past information on archeological digs at the Chestnut Grove site instead of requiring a new costly excavation to be done.

REPORT FROM  
MIKE HANNA'S OFFICE

Mr. Smeltz welcomed Lock Haven City Councilman Doug Byerly to the meeting.

COMMISSIONERS'  
REPORTS

Mr. Morris said he had further questions about the 2017 financial report, but he would hold them for the Work Session on Monday.

PUBLIC COMMENTS

The meeting adjourned at 11:22 AM.

\_\_\_\_\_  
Chief Clerk



**Thursday, June 28, 2018**

PRESENT: Pete Smeltz, Jeff Snyder and Paul Conklin

STAFF ATTENDEES: Kristin Petruzzi, Jann Meyers, Cathy Dremel, Tristan Rock, Kevin Fanning, Michelle Crowell, Greg Smith, Marie Vilello

PUBLIC ATTENDEES: Richard Morris, Sarah Paez

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the June 14, 2018 meeting. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a contract for purchase of service with Joseph McNamara, PHD, to provide neuropsychological evaluations and personality testing for Clinton County Children and Youth Services, at a rate of \$500.00 for adult evaluation, \$300.00 for child evaluation, and \$150.00 for personality testing, to be effective June 7, 2018 through June 30, 2019. Motion by Mr. Snyder, seconded by Mr. Conklin. Mrs. Rock explained that Judge Miller ordered an evaluation for a child that required the services of a neuropsychologist. Motion carried.

PURCHASE OF SERVICE  
J. MCNAMARA, PHD  
CYS

Mr. Smeltz asked for a motion to approve a purchase of service agreement with Southwood Hospital Canonsburg Campus, to provide child welfare services to Clinton County Children and Youth Services at rates charged to other government agencies for the same services, effective June 18, 2018 through June 30, 2019. Motion by Mr. Snyder; seconded by Mr. Conklin. Mrs. Rock explained that this is a residential facility that CYS clients sometimes stay in. Mr. Conklin questioned the rates and Mr. Smeltz explained that the State sets the rates and that governs the amount of reimbursement to the County. Ms. Paez asked where she could get a copy of the rates. Mrs. Meyers offered a copy of the contract, but Mr. Smeltz said that Tristan would be able to get provide her with further information. Motion carried.

PURCHASE OF SERVICE  
SOUTHWOOD HOSPITAL  
CYS

Mr. Smeltz asked for a motion to approve a Shared-use Path Crossing Master Agreement with PennDOT for the intersection of the Rail Trail with a State-designated highway (Youngdale Road). Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Smeltz also mentioned that pedestrians stop signs would be needed. Mr. Smith said that the signs have been ordered. He continued by saying he expects the split rail fencing to be completed in mid-August. Mr. Smeltz said he hopes that the trail can be opened to the public before then. Mr. Smith said there are a lot of people using it already, although it is posted that it's at their own risk. Motion carried.

SHARED USE  
MASTER AGREEMENT  
PENNDOT FOR THE  
RAIL TRAIL

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$33,322.00 to the General Fund for March 2018 reimbursement of expenses. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to approve the resignation of Kristin Petruzzi, Director of Elections/Voter Registration and Deputy Chief Clerk, effective July 21, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Smeltz explained that Mrs. Petruzzi spoke to the Commissioner's and provided them with personal reasons for her resignation. Motion carried.

RESIGNATION  
KRISTIN PETRUZZI  
ELECTIONS/VOTERS  
REGISTRATION

Mr. Smeltz asked for a motion to restructure positions in the Independent Living and Reach Out Mentoring Program within Children and Youth Services, amending job descriptions, and transferring Clarissa Shirk to Independent Living Coordinator, Kirstin Gist to Reach Out Mentoring Program Coordinator, and Kaylee Mulhollan, to Reach Out Mentoring Co-Coordinator/Independent Living Program Co-Coordinator/Intake Caseworker, effective July 1, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Conklin asked for clarification as one of these employees has given notice of resignation. Mrs. Rock confirmed that she indeed has and it is listed further on the agenda. Mr. Morris asked that since these are new jobs, the decision should be up to the Salary Board and not the Commissioners? Mrs. Meyers said that restructuring positions is the Commissioner's decision. Mrs. Rock clarified that each of the individuals have to do 120 hours of Caseworker training. Mr. Snyder explained that the Director and Assistant Director of CYS have offered this realignment of positions as they continue to come up with ways to deliver services without increasing staff, and the Commissioners appreciate their effort.

STAFF RESTRUCTURE  
CYS

Mr. Snyder suggested they make a motion to table the discussions until they properly research the topic and make sure it's accurate before they make a decision. Mrs. Meyers suggested that they insert a motion into the Salary Board portion of the agenda to act on the changed titles and grade of the positions that are being restructured. The Commissioners agreed to this approach, and the original motion approving the transfers was adopted.

Mr. Smeltz asked for a motion to approve the resignation of Kaylee Mulhollan, Reach Out Mentoring Co-Coordinator/Independent Living Program Co-Coordinator/Intake Caseworker effective July 20, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

RESIGNATION  
KAYLEE MULHOLLAN  
CYS

Mr. Smeltz asked for a motion to approve the transfer of Casey Woods, from full-time to part-time Dispatcher at the Department of Emergency Services, effective July 5, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Fanning explained that she is moving on to another opportunity that would make it easier for her family but she would be available for part time hours. Motion carried.

TRANSFER TO PART TIME  
CASEY WOODS  
DES

Mr. Smeltz asked for a motion to approve the transfer of Daniel Strailey, from full-time to part-time Dispatcher at the Department of Emergency Services, effective July 14, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

TRANSFER TO PART TIME  
DANIEL STRAILEY  
DES

Mr. Smeltz asked for a motion to approve the hiring of Gayle Hummel as part-time Clerk-Typist II in the Prothonotary's Office, effective July 16, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Ms. Vilello said that the new person is needed. She is very excited to get her on board and get caught up. Motion carried.	HIRING/ GAYLE HUMMEL PROTHONOTARY
Mr. Smeltz asked for a motion to approve the permanent transfer of Nicholas Gentzyel from Maintenance Worker for the Commissioner's Office, to full-time Maintenance Specialist at the Clinton County Correctional Facility, effective June 18, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Snyder mentioned that after a discussion with the Maintenance Supervisor, Mike Duck, he is not going to request that Nick's current position be filled. Mr. Conklin said that he applauds Mike for keeping the County's budget in mind. Motion carried.	TRANSFER TO CCCF NICHOLAS GENTZYEL
The Commissioners' Meeting was adjourned at 10:23 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:50 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$1,148,686.84, and Net Payroll in the amount of \$291,320.44 for the period ending June 29, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Mr. Snyder read all of the bills that were over \$10,000.00. Mr. Morris asked what the bond obligation total was. Mr. Snyder confirmed that it was over \$335,000.00 but an accurate figure could be obtained for Mr. Morris by next week. Mrs. Meyers added that the Tax and Revenue Anticipation Note outstanding balance has been paid. It remains an open line of credit, but it has a zero balance. Motion carried.	COUNTY BILLS
Mr. Smeltz welcomed Prothonotary Vilello to the meeting. Mrs. Vilello commented that she might be able to make more meetings like this one with the part-time person being added to her staff.	ELECTED OFFICIALS/ STAFF REPORTS
Mrs. Crowell said that the auditors filed an extension with the Court to have the County's deadline for filing DCED financial reports delayed until October 1, 2018.	
Mr. Fanning said that they recently transitioned to the new 911 phone system. They are sharing resources, which reduces costs for maintenance. They have the system in operation and are looking forward to a mid-September transition to the new component text and call and preparing for the new generation 911. He finished by saying that they haven't had any major issues, just little bumps here and there and everything is working fine at this point.	
Mrs. Dremel explained that with a recent ruling in the case of Janis vs Asmev, the Supreme Court in a 5-4 vote decided that non-union members are no longer required to pay the Fair Share fee to the Union. There are currently 22 employees paying Fair Share and no further deductions will be taken in compliance with this decision. Mrs. Meyers clarified that the Supreme Court decision makes it unconstitutional to take these payments.	
Mr. Snyder gave a shout-out to Mr. Hanna's Office for providing support for the ATV trail connector that he and others have been working on for several years. He explained that Mike Hanna had a very large hand getting the bill passed and signed by the Governor.	MIKE HANNA'S OFFICE
Mr. Smeltz added that this has been three or four years in the making, so they are very happy to see this go through to make more trails available to ATV riders.	
Mr. Conklin said that he has been working on an alternative for the location of Conservation District Offices other than the Garden Building and the idea will be discussed at Monday's Work Session.	COMMISSIONERS' REPORTS
Ms. Paez asked what the ATV Connector will bring to Clinton County. Mr. Snyder asked her if she received a copy of the study and he said he would share that with her. It explains the benefits.	PUBLIC COMMENTS
The meeting adjourned at 11:11 AM.	

\_\_\_\_\_ Chief Clerk

**Thursday, July 12, 2018**

PRESENT: Pete Smeltz and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Cathy Dremel, Tristan Rock

PUBLIC ATTENDEES: Rachelle Abbott, STEP INC, Melissa Magargle, STEP INC, Richard Morris, Sarah Paez, and John Lipez

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the June 28, 2018 meeting. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MINUTES  
APPROVED

The Commissioners opened the three bids received for a new vehicle for the Sheriff's Department. The bids were from Bill MacIntyre Chevrolet Buick, \$41,000.00 for a 2018 Chevy Tahoe; K & L Auto Sales, Inc., \$39,365.40 for a 2019 Chevy Tahoe; and Sands Auto Group, \$41,200.00 for a 2019 Ford Expedition. Mr. Smeltz asked for a motion to refer the bids to the Sheriff and Solicitor for review and comments. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion Carried.

BID OPENING  
SHERIFF'S VEHICLE

Mr. Morris questioned why the Commissioners felt it was better to purchase the vehicle rather than lease it. Mr. Smeltz explained that when a vehicle is run at higher mileage per year, the lease does not make sense. He asked Ms. Abbott what process STEP uses and she said they purchase their vehicles.

Mr. Smeltz asked for a motion to approve the 2018-19 Medical Assistance Transportation Program (MATP) Grant Agreement and Assurance of Compliance between Clinton County and the PA Department of Human Services, effective July 1, 2018 through June 30, 2019, with an initial allocation of \$972,193.00. Motion by Mr. Conklin seconded by Mr. Smeltz. Motion carried.

APPROVAL  
MATP GRANT  
AGREEMENT

Mr. Smeltz asked for a motion to approve an Owner County Agreement with Central Counties Youth Center for a one-year period beginning January 1, 2018 to provide detention facility services for the use of the County's juvenile detainees, for a yearly allocation of \$133,123.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

APPROVAL  
OWNER COUNTY AGREE-  
MENT CENTRAL COUNTIES  
YOUTH CENTER

Mr. Smeltz asked for a motion to approve Contracts between the County of Clinton and Miscellaneous Service Providers for Child Care Services, effective July 1, 2018 through June 30, 2019:

1. Barnes Group Day Care Home
2. In God's Hand Daycare
3. Lock Haven YMCA Child Care Services

APPROVAL  
CONTRACTS/CC & MISC.  
SERVICE PROVIDERS

Mr. Smeltz added that each one has a separate rate sheet that is a part of each contract. All the providers are used on an as needed basis. Motion to approve by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

Mr. Smeltz asked for a motion to approve Contracts between the County of Clinton and Miscellaneous Service Providers to perform Counseling, Therapy and Family Services, effective July 1, 2018 through June 30, 2019:

1. Ann Sanford.
2. Behavioral Specialists, Inc.
3. Community Solutions, Inc.
4. Gloria Winkleman
5. Infant Development Program
6. Pamela G. McCloskey, M.Ed.

APPROVAL  
CONTRACTS/CC & MISC.  
SERVICE PROVIDERS TO  
PERFORM COUNSELING,  
THERAPY AND FAMILY  
SERVICES

Motion to approve by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

Mr. Smeltz asked for a motion to approve Contracts between the County of Clinton and Miscellaneous Attorneys for legal services for the Clinton County Children & Youth Services Agency and/or Juvenile Probation Office, effective July 1, 2018 through June 30, 2019:

1. Randy P. Brungard, Esquire
2. Stuart L. Hall, Esquire
3. Trisha Hoover Jasper, Esquire
4. Patrick A. Johnson, Esquire
5. David I. Lindsay, Esquire
6. Frederick D. Lingle, Esquire
7. John K. Lugg, Esquire
8. Robert Lugg, Esquire
9. Frank Micelli, Esquire
10. C. Rocco Rosamilia, Esquire
11. R. Thom Rosamilia, Esquire

APPROVAL  
CONTRACTS/CC & MISC.  
ATTORNEYS FOR LEGAL  
SERVICES/CC C&YS

Mr. Smeltz added that all of the Attorneys rates are \$75.00 an hour. They are paid on an as needed basis. Motion to approve by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

Mr. Smeltz asked for a motion to approve Contracts between the County of Clinton and Miscellaneous Service Providers to provide Placement Services for the Clinton County Children & Youth Services Agency and/or Juvenile Probation Offices, effective July 1, 2018 through June 30, 2019:

APPROVAL  
CONTRACTS/CC & MISC.  
SERVICE PROVIDERS  
FOR PLACEMENTS

1. Adelphoi Village, Inc.
2. The Bair Foundation of Pennsylvania

3. Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health System
4. Community Specialists Corporation d/b/a The Academy
5. Concern
6. Cornell Abraxas Group, Inc.
7. The Devereaux Foundation
8. Diakon Child, Family & Community Services
9. Diversified Treatment Alternatives
10. Edison Court, Inc.
11. George Junior Republic in Pennsylvania
12. Families United Network, Inc.
13. Merakey Pennsylvania
14. Pathways Adolescent Center
15. Pentz Run Youth Services, Inc.
16. Summit School, Inc. d/b/a Summit Academy
17. Vision Question National LTD
18. Woods Services, Inc.
19. Youth Services Agency

Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion Carried.

Mr. Smeltz asked for a motion to approve a one-year subscription with Xello, for a program called "Career Cruising" for clients in the Independent Living Program, at a cost of \$799.00. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

APPROVAL  
SUBSCRIPTION  
"CAREER CRUISING"

Mr. Smeltz asked for a motion to approve individual memoranda of understanding with City of Lock Haven, Lock Haven University, and Clinton County Housing Authority regarding financial support for Clinton County Bus Service during the pilot project period, with each of the three committing to a contribution not to exceed \$6250.00 for the period March 1, 2018 through December, 2018; \$7,500.00 for calendar year 2019; \$7,500.00 for calendar year 2020; and \$1,250.00 for the period January 1, 2021 through February 2021. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

APPROVAL  
MOU'S FOR TRANSIT  
LH CITY, LHUP, CCHA

Mr. Smeltz asked for a motion to approve a memorandum of understanding with First Quality Enterprises, Inc., regarding financial support for Clinton County Bus Service for the first 18 months of the pilot project period, with FQE committing to a contribution not to exceed \$6,250.00 for the period March 1, 2018 through December, 2018 and \$5,00.00 for the period January 1, 2019 through August 31, 2019. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

APPROVAL  
MOU FOR TRANSIT  
FIRST QUALITY

Mr. Smeltz asked for a motion to approve a memorandum of understanding with the Clinton County Sewer Authority, agreeing that the County will assist the authority with repayment of a PENNVEST Loan over a 20-year period, with an amount not to exceed \$1,000,000.00 in installments not to exceed \$50,000.00 per year. Motion by Mr. Conklin; seconded by Mr. Smeltz. Mr. Smeltz and Mr. Conklin explained the Commissioners' reasons for assisting with the loan for upgrades to the sewerage infrastructure serving several municipalities. They are concerned that the aging system could fail, and doing these upgrades now could save costly emergency repairs in the future. Motion carried.

APPROVAL  
MOU WITH CCSA  
FOR PENNVEST LOAN

Mr. Smeltz asked for a motion to approve Amendment 3 to the contract for Cleaning Services with Kohen Cleaning Service, LLC, effective July 1, 2018, adding the Penn State Extension Offices on 1<sup>st</sup> floor of the Garden Building at a cost of \$387.00 per month and deducting \$187.00 per month for the reduced area of service at the Cooperation Lane Building. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

CONTRACT AMENDMENT  
KOHEN CLEANING

Mr. Smeltz asked for a motion to approve an equity lease quote with Enterprise Fleet Management for a 2019 Ford Explorer for the Clinton County Correctional Facility, with a lease payment of \$592.72 per month for 60 months. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

ENTERPRISE LEASE  
CORONER'S VEHICLE

Mr. Smeltz asked for a motion to approve the resignation of James Russo as the representative of Allison Township on the Clinton County Sewer Authority, and the appointment of Jerry Hoy to serve out the remainder of Mr. Russo's term, effective July 12, 2018 through December 31, 2020. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

BOARDS & AUTHORITIES

Mr. Smeltz asked for a motion to approve the resignation of Jessica Furlonge, Intake Supervisor in Children and Youth Services, effective July 13, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

RESIGNATION  
JESSICA FURLONGE  
CYS

Mr. Smeltz asked for a motion to approve the promotion of Julie Heverly, from Caseworker to Casework Supervisor in Children and Youth Services, effective July 12, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion carried.

PROMOTION  
JULIE HEVERLY  
CYS

The Commissioners' Meeting was adjourned at 11:02 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY BOARD

The Commissioners' Meeting was reconvened at 11:04 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$1,267,185.02, and Net Payroll in the amount of \$278,823.48 for the period ending July 12, 2018. Motion by Mr. Conklin; seconded by Mr. Smeltz. Motion Carried.

COUNTY BILLS

Mrs. Dremel reported that a group of KCSD high school students taking part in Camp STEAM will be touring the Courthouse and Piper buildings on July 17<sup>th</sup> and meeting with the Commissioners. She also said that a recognition of employees' years of service is planned for July 26<sup>th</sup>.

ELECTED OFFICIALS/  
STAFF REPORTS

The Commissioners thanked Mr. Hanna's office for helping to get the ATV trail access put into the fiscal code also for getting a PIPE grant for the Gas Cooperative. Ms. Maggs invited the Commissioners to two events that Mr. Hanna's Office is hosting: August 2<sup>nd</sup> – a senior fair at the Senior Center in Lock Haven; and the bridge dedication in honor of David Collins, on August 8<sup>th</sup>.

MIKE HANNA'S OFFICE

Mr. Conklin said that he continues to collect information on an alternative for the location of the Conservation Offices.

COMMISSIONERS'  
REPORTS

There were no public comments.

PUBLIC COMMENTS

The meeting adjourned at 11:25 AM.

\_\_\_\_\_ Chief Clerk

**Thursday, July 26, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Tristan Rock, Peggy Heller, Rita O'Brien, Don Powers, Kerry Stover, Ernie Jackson

PUBLIC ATTENDEES: Elizabeth Lynch McCoy, Richard Morris, Janaan Maggs, Sarah Paez, and John Lipetz

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the July 12, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	MINUTES APPROVED
Mr. Smeltz asked for a motion to approve a one-year purchase agreement with United Power & Battery for the Silver Maintenance plan for server room UPS units at the Garden and Piper buildings, for an amount of \$4,960.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	PURCHASE AGREEMENT UNITED POWER & BATTERY
Mr. Smeltz asked for a motion to award the bid in the amount of \$39,365.40 to K & L Auto for the purchase of a 2019 Chevy Tahoe 4 X 4, with 1 FL package, 3 <sup>rd</sup> row setion, and 5.3 Liter V8 engine. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion Carried.	BID AWARD SHERIFF'S VEHICLE
Mr. Smeltz asked for a motion to officially name the Clinton County Rail Trail project as the Bald Eagle Valley Rail Trail, effective July 26, 2018. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.	RAIL TRAIL NAMED "BALD EAGLE VALLEY RAIL TRAIL"
Mr. Smeltz asked for a motion to approve a liquid fuels request from Logan Township in the amount of \$30,000 for paving of T-345 and T-347 to stabilize the roadway. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	LIQUID FUELS REQUEST LOGAN TOWNSHIP
Mr. Smeltz asked for a motion to approve a liquid fuels request from Loganton Borough in the amount of \$2,400.00 to stabilize the roadway and eliminate erosion on Rt. 880. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	LIQUID FUELS REQUEST LOGANTON BOROUGH
Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$33,063.00 to the General Fund for April 2018 reimbursement of expenses. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	IV-D FUNDS
Mr. Smeltz asked for a motion to confirm the hiring of Cindy Walker, Tipstave in the Court of Common Pleas, effective August 7, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	HIRING CINDY WALKER TIPSTAVE
Mr. Smeltz asked for a motion to confirm the hiring of Mary Elaine Strouse as Part-time Clerk I in the Magisterial District Justice 2, effective July 30, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	HIRING MARY E STROUSE MDJ 2
Mr. Smeltz asked for a motion to accept the resignation of Leah Mothersbaugh, Planner/Grant Writer/Administrator in the Planning Department, effective July 30, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion Carried.	RESIGNATION LEAH MOTHERSBAUGH PLANNING
Mr. Smelt asked for a motion to transfer Maria Boileau from Part Time Election Advisor to Full-time Director of Voter Registration and Elections/Deputy Chief Clerk, effective August 6, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	TRANSFER MARIA BOILEAU DIR OF ELECTIONS
Mr. Smeltz asked for a motion to promote Rebecca Collins from Lead Screener to Intake Supervisor in Children and Youth Services, effective July 17, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	PROMOTION REBECCA COLLINS CYS
Mr, Smeltz asked for a motion to laterally transfer Tara McCloskey-Miller from the Domestic Relations Department to Caseworker in Children and Youth Services, with no change in grade or salary, effective August 6, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	TRANSFER TARA M MILLER CYS
Mr. Smeltz announced they will hear a Step 2 Grievance from an employee at the Clinton County Correctional Facility on July 27, 2018, at 12:30 PM.	GRIEVANCE HEARING
The Commissioners' Meeting was adjourned at 10:24 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:35 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$860,729.28, and Net Payroll in the amount of \$305,100.68 for the period ending July 26, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion Carried.	COUNTY BILLS
The Auditors reported they are finished with their work on the first half expenditures of 2018. Sheriff Stover thanked the Commissioners for ordering his new vehicle.	ELECTED OFFICIALS/ STAFF REPORTS
Janaan Maggs reminded the Commissioners of the Senior Expo and the dedication of the bridge in honor of David Collins, on August 8 <sup>th</sup> . The Commissioners said they would bring back and share issues from the CCAP Conference.	MIKE HANNA'S OFFICE

Mr. Smeltz reported that the Maintenance Staff will be repairing the pier lights on the Veterans Bridge on Friday.

COMMISSIONERS'  
REPORTS

Ms. Lynch-McCoy asked the Commissioners to consider forming a committee of the CC Economic Partnership and the Conservation District to estimate the cost and benefits of joining their offices at the current Cooperation Lane Building or sharing a new building on the Piper grounds. She said grants and foundation awards may be available. She asked that they make the right decision in the long term.

PUBLIC COMMENTS

The meeting adjourned at 11:00 AM.

\_\_\_\_\_ Chief Clerk

## Thursday, August 9, 2018

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Don Powers, Jennifer Hoy, Bill Frantz, Katie De Silva, Tristan Rock, Michelle Crowell, and Peggy Heller.

PUBLIC ATTENDEES: Richard Morris, Ralph Ferrara, Kevin Ferrara, Michele Whitney, Sarah Paez, and John Lipez.

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the July 26, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to table the consideration of Ordinance No. 2 of 2018, implementing a fee for local use as provided by 75 PA.C. S. 1935, allowing a county, at its discretion, to impose a county fee of \$5.00 for each nonexempt vehicle registered to an address located within its borders. Motion by Mr. Snyder, to table consideration of the ordinance and to hold a Public Meeting for the purpose of informing the public more fully about the proposed ordinance, and to accept public comment; seconded by Mr. Conklin. Motion carried. ORDINANCE 2 Tabled

Members of the public expressed their opinions on the \$5.00 fee, which included concerns of the fee being increased in the future and that there should be a public vote on imposing the fee. The Commissioners responded that the legislation that allows the fee is limited to \$5.00 and it would take further state legislation to change the amount. Mr. Conklin stated that all of the funds would go to municipalities within the County to maintain local roads and bridges. The Commissioners promised to consider public comments if and when the matter comes for a vote after the Public Meeting.

Mr. Smeltz asked for a motion to approve Resolution No. 5 of 2018: the annual Fair Housing Resolution. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. RESOLUTION 5 FAIR HOUSING

Planning Director Katie DeSilva presented copies of a Fair Housing Brochure that was created as the required Fair Housing Activity for 2018.

Mr. Smeltz asked for a motion to approve a cooperative agreement with SEDA-COG Housing Development Corporation, for the 2017 CDBG Block Grant in the amount of \$182,859.00 to acquire real property for the future construction of Susquehannock Heights, a 32-unit senior housing complex. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. SEDA-COG AGREEMENT APPROVED

Mr. Smeltz asked for a motion to approve a contract between the County of Clinton and the Jersey Shore Branch of the YMCA for Child Care Services, effective July 1, 2018 through June 30, 2019. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. JS YMCA CONTRACT APPROVED

Mr. Smeltz asked for a motion to approve a contract between the County of Clinton and Clear Vision Residential Treatment Services, Inc. to provide placement services for Clinton County Children & Youth Social Services Agency/Juvenile Probation effective July 1, 2018 through June 30, 2019. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. C&Y SERVICES CONTRACT APPROVED

Mr. Smeltz asked for a motion to approve contracts between the County of Clinton and miscellaneous service Providers (Crossroads Counseling, Inc., Michael Gillum, MA, and Rebecca Wright, LPC, CSOTS) to perform counseling, therapy and family services effective July 1, 2018 through June 30, 2019. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. C&Y SERVICES CONTRACT APPROVED

Mr. Smeltz asked for a motion to approve a liquid fuels request from Dunnstable Township for a paving project on Harley Drive and Park Avenue, in the amount of \$8,200.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. LIQUID FUELS

Mr. Smeltz asked for a motion to confirm the transfer of Patricia Gentzyel from fulltime Adult Probation Officer to full-time Caseworker/Conference Officer in the Department of Domestic Relations, effective August 20, 2018 with no change in Grade or Salary. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. TRANSFER P. GENTZYEL DOMESTIC RELATIONS

Mr. Smeltz asked for a motion to confirm the hiring of Alyssa Beth Mincer as Full-Time Clerk 1 at the Magisterial District Court 25-3-01 effective August 16, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. HIRING A. MINCER COURTS

Mr. Smeltz asked for a motion to approve the transfer of Hunter Peters from full-time Truancy Outreach Worker to fulltime Lead Screener in Children and Youth Services, effective August 9, 2018, with no change in grade or salary. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. TRANSFER H. PETERS CYS

Mr. Smeltz asked for a motion to promote Lori Rhoads from Dispatcher Trainee to fulltime Dispatcher at the Department of Emergency Services effective August 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROMOTION LORI RHOADS DES

Mr. Smeltz asked for a motion to hire April Phillips as fulltime Clerk Typist II in the Department of Emergency Services, effective August 13, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. HIRING A. PHILLIPS DES

Mr. Smeltz asked for a motion to hire Gabriel Caprio as fulltime Planner/Grant Writer/Administrator in the Planning Department, effective August 13, 2018. Motion by Mr. Conklin; HIRING G. CAPRIO



seconded by Mr. Snyder. Motion carried.	PLANNING
Mr. Smeltz asked for a motion to approve the end of the internship in the Assessment Office of Kasmira Zechman, effective July 27, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	END OF INTERNSHIP K. ZECHMAN ASSESSMENT
Mr. Smeltz asked for a motion to deny the Step 2 Grievance of Andy Bodle, former Maintenance Specialist at the Clinton County Correctional Facility. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	DENY STEP 2 GRIEVANCE ANDY BODLE
The Commissioners' Meeting was adjourned at 10:48 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:53 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$867,272.59, and Net Payroll in the amount of \$284,402.65 for the period ending August 9, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	COUNTY BILLS
Ms. Hoy stated that the Register & Records Office will move to the Piper Building on August 14 <sup>th</sup> and 15 <sup>th</sup> . Ms. De Silva stated that the Planning Office will move to Piper August 23 <sup>rd</sup> and 24 <sup>th</sup> . Ms. Dremel stated that she will be assisting the Department of Emergency Services with a Dispatcher Trainee recruitment event.	ELECTED OFFICIALS/ STAFF REPORTS
Mr. Snyder stated that the GIS Department will move their offices on August 13, 2018 and the Assessment Office will move August 23 to 25, 2018. Mr. Conklin stated that he is pleased that Baker Hughes, now BJ, is returning to the area and will create 200 jobs. Mr. Smeltz stated that the Commissioners will discuss the information they learned at the CCAP Conference at Monday's work session. He congratulated Mr. Snyder on becoming Vice President of CCAP.	COMMISSIONERS' REPORTS
Ms. Whitney asked the Commissioners what is the purpose of a work session. Mr. Smeltz explained that it is an opportunity to discuss topics for consideration at the Commissioners meetings. He welcomed all to attend the work sessions which are held on Mondays at 9 am. Mr. Kevin Ferrara said that many working people are unable to attend either the Work Sessions or Legislative Meetings of the Commissioners. He also offered some suggestions for increased public access and participation at the Commissioners' meetings. Ms. Whitney felt that the Commissioners' communications with the public could be improved by making wider use of Social Media.	PUBLIC COMMENTS
The meeting adjourned at 11:32 AM.	

\_\_\_\_\_ Chief Clerk

**Thursday, August 23, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Kevin Fanning, Betty Packer, Marie Vilello, Deni Marcaccio, Tristan Rock, Michelle Crowell, and Peggy Heller

PUBLIC ATTENDEES: Richard Morris, Dan Merk, Kevin Ferrara, Michele Whitney, Sarah Paez, and Janaan Maggs

The meeting was called to order at 10:01 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the August 9, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for approval of a Proclamation of Excellence honoring the 2018 Keystone Baseball and Clinton Girls Softball All Star Teams. Mr. Conklin read the proclamation and made the motion to adopt; seconded by Mr. Snyder. Motion carried. The Proclamation will be presented to the coaches and players of the four teams on Monday, August 27, 2018, at 5:30 PM in the Piper Meeting Room.

PROCLAMATION  
KEYSTONE AND  
CLINTON ALL  
STARS

Mr. Smeltz asked for a motion to approve Resolution No. 6 of 2018: authorizing access to the PennDOT online ECMS system and approving signature authority for Commissioner Smeltz and Chief Clerk Meyers. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

RESOLUTION 6  
PENNDOT ECMS  
AUTHORIZATION

Mr. Smeltz asked for a motion to approve a grant agreement in the amount of \$80,000.00 with the PA Historical and Museum Commission for Courthouse Renovations, and to authorize Commissioner Snyder and Chief Clerk Meyers to provide electronic signature approval of the grant agreement as directed by PHMC. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PHMC GRANT  
AGREEMENT  
APPROVED

Mr. Smeltz asked for a motion to approve a sub-recipient monitoring contract between Clinton County and Lycoming-Clinton Counties Commissioner for Community Action (STEP, Inc.) for administration of the Medical Assistance Transportation Program grant, for the period July 1, 2018 through June 30, 2019, with a total grant amount of \$972,193.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. Dan Merk of STEP, Inc., explained the MATP program and said that his organization completed over 15,000 trips to medical treatment facilities last year, serving over 300 Clinton County residents.

MATP SUB-  
RECIPIENT  
CONTRACT  
APPROVED

Mr. Smeltz asked for a motion to approve a fee for service agreement with CIU #10 for providing a second GED instructor twice a week for inmates at the Clinton County Correctional Facility for a term from July 1, 2018 through June 30, 2019 at an hourly rate of \$28.06 (not to exceed 5 class hours and 1 prep hour per week, plus \$6.54 round trip travel cost and up to \$600 for supplies. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. It was explained that one GED instructor is provided by the CIU at no cost to the County but a second instructor is needed for the female inmates.

CIU #10  
CONTRACT  
APPROVED  
GED INSTRUCTOR  
CCCF

Mr. Smeltz asked for a motion to approve an addendum to the contract with Oasis Management Systems to provide commissary services at the Clinton County Correctional Facility, providing for a one-year renewal with no change in terms. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

ADDENDUM  
TO CONTRACT  
APPROVED  
OASIS MGMT

Mr. Smeltz asked for a motion to approve contracts between the County of Clinton and the following Service Providers to meet local social services needs via the Human Services Development Fund:

C&Y SERVICES  
CONTRACTS  
APPROVED

- 1.E. Robert Lollo
- 2.Clinton County Community Connections, Inc.
- 3.Confer Home Health Services, LLC
- 4.Infant Development Program – Early Intervention
- 5.Infant Development Program – P.A.C.T
- 6.Annie Halenbake Ross Library

Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

Mr. Smeltz asked for a motion to approve a contract with Centre County Youth Service Bureau to provide placement services for Clinton County Children and Youth Services and Juvenile Probation, effective July 1, 2018 through June 30, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CYS/PROBATION  
CONTRACT APPROVED  
WITH CCYSB

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$35,693.00 to the General Fund for May 2018 reimbursement of expenses. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to recognize the retirement of the following County employees, effective August 31, 2018:

RETIREMENTS

- 1.Linda Weaver, 2<sup>nd</sup> Deputy, Prothonotary's Office, 20 years of service
- 2.Deni Marcaccio, Clerk I, MDJ 1, 15 years of service
- 3.Betty Packer, Clerk, Department of Emergency Services, 37 years of service
- 4.Keith McHenry, 9-1-1 Supervisor, DES, 26 years of service

Motion by Mr. Snyder; seconded by Mr. Conklin. Motion Carried. The Commissioners and HR Administrator Cathy Dremel presented certificates of appreciation to the retirees.

Mr. Smeltz asked for a motion to confirm the resignation of Jordan Corman, fulltime Juvenile Probation Officer, effective August 14, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried	RESIGNATION J. CORMAN PROBATION
Mr. Smeltz asked for a motion to approve the hiring of James Rohrer as Dispatcher Trainee at the Department of Emergency Services, effective August 27, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	HIRING J. ROHRER DES
Mr. Smeltz asked for a motion to approve the hiring of Kelsey Kaltenbach as Caseworker (Primary Case Management, secondary Intake and Resource Care) in Children and Youth Services, effective August 22, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	HIRING K. KALTENBACH CYS
Mr. Smeltz asked for a motion to approve the hiring of Kelsey Lynch as Independent Living Co-Coordinator/ROMP Co-coordinator/Intake Caseworker in Children and Youth Services, effective August 22, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	HIRING K. LYNCH CYS
Mr. Smeltz asked for a motion to approve the hiring of Lewis Summers as Part-time IT Implementation Manager, effective August 13, 2018. Motion by Mr.Snyder; seconded by Mr. Conklin. Motion carried.	HIRING L. SUMMERS IMPLEMENTATION MANAGER
Mr. Smeltz asked for a motion to approve the termination of Sofia Luckenbill, Watershed Specialist at the Clinton County Conservation District, effective August 23, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	TERMINATION S. LUCKENBILL CONS. DISTRICT
The Board of Commissioners announced that they will hear a STEP 2 Grievance in Executive Session on August 28, 2018, at 9:30 AM.	STEP 2 GRIEVANCE HEARING
The Commissioners' Meeting was adjourned at 10:30 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:52 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$913,481.10, and Net Payroll in the amount of \$292,465.90 for the period ending August 24, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	COUNTY BILLS
Ms. Dremel reported that there will be a recruitment event held for Correctional Officers at the Career Link Office on August 30, 2018. Mr. Smeltz remarked that as the economy improves, a more competitive job market may make it more difficult to find employees.	ELECTED OFFICIALS/ STAFF REPORTS
Ms. Maggs said she had nothing new to report but will get answers on anything the Commissioners have questions about from Mr. Hanna's legislative staff.	REP. HANNA'S REPORT
Mr. Conklin commented on the progress of office renovations and moves at the Piper Building, with the Assessment and Planning Offices being moved currently. Mr. Snyder reported on attending a meeting in Lancaster the previous day and his concerns that we may soon see the invasive Spotted Lanternfly in our part of the state. This pest destroys fruit and other crops and can have a devastating effect on the agricultural economy of an area. He said he has asked Penn State Extension to provide information to the Commissioners at an upcoming Work Session.	COMMISSIONERS' REPORTS
Mr. Smeltz announced a special Public Meeting would be held on Monday, August 27, 2018, for the purpose of providing information and an opportunity for public input regarding the proposed \$5.00 Vehicle Registration Fee Ordinance. The meeting is scheduled for 6:00 PM at the Piper 2 <sup>nd</sup> floor meeting Room.	ANNOUNCEMENTS
There were no public comments.	PUBLIC COMMENTS
The meeting adjourned at 11:05 AM.	

\_\_\_\_\_ Chief Clerk

## Thursday, September 6, 2018

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Marie Vilello, Autumn Bower, Tammy Lannan, Michelle Crowell, Michelle Kunes and Peggy Heller.

PUBLIC ATTENDEES: Richard Morris, Kevin Ferrara, Michele Whitney, Sarah Paez, John Lipez, Janaan Maggs, Harold Jamison, Ralph Ferrara, Robert Rooney, and George Masden.

The meeting was called to order at 10:01 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the August 23, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve Ordinance No. 2 of 2018, implementing a fee for local use as provided by 75 PA.C.S. 1935, allowing a county, in its discretion, to impose a county fee of \$5 for each nonexempt vehicle registered to an address located within its borders. Motion by Mr. Snyder; seconded by Mr. Conklin.

ORDINANCE NO. 2  
VEHICLE REG. FEE  
MOTION DEFEATED

Harold Jamison, a Supervisor from Crawford Township, expressed the views of Township residents regarding this ordinance. He said that his constituents were against its adoption unless the fee would be extended to residents driving non-motorized steel wheeled vehicles that cause damage to roadways. Mr. Smeltz called for a Roll Call vote on the Ordinance.

Roll Call Vote: Mr. Conklin – No; Mr. Snyder – No; Mr. Smeltz – No. Motion defeated.

Mr. Smeltz asked for a motion to approve a contract for the purchase of service with Coploff, Ryan, Welch and Houser for legal services for Children and Youth Services, effective September 1, 2018 through June 30, 2019, with the option to renew for one year, at an hourly rate of \$95.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

CONTRACT  
APPROVED  
COPLOFF RYAN WELCH  
& HOUSER

Mr. Smeltz asked for a motion to amend a Memorandum of Understanding with Clinton County Sewer Authority agreeing that the County will assist the Authority with repayment of a PENNVEST Loan for a term of 20 years with an amount not to exceed \$1,000,000.00 in installments not to exceed \$50,000.00 per year. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MOU W/CCSA  
APPROVED

Mr. Smeltz asked for a motion to approve Amendment 4 to the contract for cleaning services with Kohen Cleaning Service, LLC, effective August 27, 2018, adding the new offices on the second floor of the Piper Building at a cost of \$435.00 per month and deducting \$575.00 per month for reduced area of service at the courthouse. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

AMENDMENT 4  
CLEANING SVC. CONTRACT  
W/KOHEN'S APPROVED

Mr. Smeltz asked for a motion to approve a 2019-2020 grant application to the Pennsylvania Commission on Crime and Delinquency for two-year funding totaling \$87,458.00 through Victim Services, Victim/Witness Services (RASA), Victims of Crime Act (VOCO) and Victims of Juvenile Offenders (VOJO). Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

PCCD GRANT APPLICATION  
APPROVED

Mr. Smeltz asked for a motion to approve the transfer of IV-D funds in the amount of \$47,832.00 to the General Fund for June 2018 reimbursement of expenses. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

IV-D FUND TRANSFER  
APPROVED

Mr. Smeltz asked for a motion to approve the lateral transfer of Erin Kunes from fulltime Caseworker to full-time Truancy Outreach Caseworker in Children & Youth Services, effective September 6, 2018, with no change in grade or salary. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

LATERAL TRANSFER CYS  
ERIN KUNES  
APPROVED

Mr. Smeltz asked for a motion to approve the promotion of Monica Bee from Clerk-Typist II/Scanner/Microfilmer to First Deputy in the Prothonotary's Office, effective September 3, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

PROMOTION  
MONICA BEE  
PROTHONOTARY'S OFFICE  
APPROVED

Mr. Smeltz asked for a motion to approve the promotion of Jonathon Plessinger from 9-1-1 Dispatcher to Shift Supervisor at the Department of Emergency Services effective September 24, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

DES PROMOTION  
JONATHON PLESSINGER  
APPROVED

Mr. Smeltz asked for a motion to approve the hiring of Travis Gibiser as full-time 9-1-1 Dispatcher Trainee at the Department of Emergency Services, effective September 24, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

DES HIRING  
TRAVIS GIBISER

Mr. Smeltz asked for a motion to uphold the decision of the Step 1 Grievance of Andrew Dincher, Correctional Officer at the Clinton County Correctional Facility, with a slight modification. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

CCCF ANDREW DINCHER  
STEP 2 GRIEVANCE

The Commissioners' Meeting was adjourned at 10:28AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY  
BOARD

The Commissioners' Meeting was reconvened at 10:50 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$684,204.38, and Net Payroll in the amount of \$296,416.12 for the period ending September 7, 2018. Motion by Mr. Snyder; seconded by

COUNTY BILLS

Mr. Conklin. Motion carried.

Ms. Boileau reported that the last day to register to vote before the General Election on November 6<sup>th</sup> is October 9, 2018 and the last day to complete an absentee ballot is October 30, 2018.

ELECTED  
OFFICIALS/  
STAFF REPORTS

Ms. Heller stated that the Auditors recently filed the required Audit Report for the District Attorney Drug Forfeiture Fund.

Ms. Maggs said she had nothing new to report. Mr. Smeltz thanked Ms. Maggs for all of the information she has provided to answer residents' questions about the proposed vehicle registration fee. Ms. Maggs said that the legislature is still in recess.

REP. HANNA'S  
REPORT

Mr. Snyder stated that there would be a 4-H presentation at the Commissioners' work session on Monday along with a report from Ms. Bower on the state's recent licensing inspection of Children and Youth Services.

COMMISSIONERS'  
REPORTS

Mr. Rooney stated that he would like to know if the Commissioners had considered putting a system in place for receiving credit card payments for real estate taxes in person in the Treasurer's Office. Ms. Kunes stated that they had asked M & T Bank about the option and have not received a response yet.

PUBLIC  
COMMENTS

The meeting adjourned at 11:11 AM.

\_\_\_\_\_  
Chief Clerk

**Thursday, September 13, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Marie Vilello, Peggy Heller, Rita O'Brien, Lewis Summers, Cathy Dremel, Bill Frantz, and Jenn Hoy.

PUBLIC ATTENDEES: Richard Morris, Michele Whitney, Jamie Aurand, John Rishel, Laura Jameson, Susann Triponey, Jocelyn Wallace, David Kramer, Madalyn Engle.

The meeting was called to order at 10:00 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the September 6, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve Resolution Number 7 of 2018, Adopting the 2018 Hazard Mitigation Plan. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

RESOLUTION NO. 7  
HAZARD MITIGATION  
PLAN APPROVED

Mr. Smeltz asked for a motion to approve the 2019 Holiday Calendar. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

2019 HOLIDAY CALENDAR  
APPROVED

Mr. Smeltz asked for a motion to approve the change in name of the MIS Department to the IT (Information Technology) Department, effective September 13, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

MIS DEPARTMENT  
RENAMED  
INFORMATION TECHNOLOGY  
DEPARTMENT

Mr. Smeltz asked for a motion to confirm the resignation of Trent Sellers, Adult Probation Officer, Effective October 5, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

RESIGNATION  
TRENT SELLERS  
PROBATION

The Commissioners' Meeting was adjourned at 10:12 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY  
BOARD

The Commissioners' Meeting was reconvened at 10:23 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$317,137.26, for the period ending September 13, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

COUNTY  
BILLS

Ms. Hoy thanked the Commissioners along with the Maintenance Department and IT Department for the relocation of the Register & Records Offices. She stated everything is up and running as normal. Ms. Heller stated that the Auditors will transmit the 2017 audit to the Pennsylvania Department of Community and Economic Development next week. Ms. Boileau stated that the last day to register to vote or change your voter registration is October 9<sup>th</sup>. She stated that absentee ballot applications are available at this time.

ELECTED  
OFFICIALS/  
STAFF REPORT

Ms. Triponey reported that Susque-View Nursing and Rehabilitation Center is hosting the 2<sup>nd</sup> Annual 5 K Race for Residents on October 5, 2018 at 9 am. Proceeds benefit the center residents. She introduced the student volunteers, Jocelyn Wallace, Central Mountain High School and David Kramer of Jersey Shore High School, who are organizing the event as their Senior Project. The cost of the race is \$15 for students and \$20 for adults. Mr. Aurand announced that there will also be a Career Fair at Susque View on October 10<sup>th</sup>.

PUBLIC  
COMMENTS

Laura Jamison of The Express introduced a new staff member, John Rishel, who will begin covering Commissioners' Meetings for the newspaper.

There were no reports from the Commissioners.

COMMISSIONERS'  
REPORTS

The meeting adjourned at 10:34 AM.

\_\_\_\_\_  
Chief Clerk

**Thursday, September 20, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin.

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Marie Vilello, Peggy Heller, Michelle Crowell, Suzy Watson, Cathy Dremel, Jennifer Hoy, Greg Smith, Lewis Summers, and Bill Frantz.

PUBLIC ATTENDEES: Richard Morris, Michele Whitney, Kevin Ferrara, John Rishel, and Janaan Maggs.

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the September 13, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to approve an insurance proposal from John L. Kirby and Associates, Inc., to provide liability coverage for Clinton County Children and Youth Services DBA Reach Out Mentoring Program volunteers for a one-year period effective September 12, 2018, at a cost of \$2,482.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. CYS INSURANCE COVERAGE APPROVED

Mr. Smeltz asked for a motion to approve a proposal from Sirius Computer Solutions, Inc., for backup expansion, maintenance, and consulting services necessary for the new CAD system, for an amount of \$33,700.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. IT CONTRACT FOR CAD APPROVED

Mr. Smeltz asked for a motion to approve the U. S. Department of Homeland Security Federal Fiscal Year 2018 State Homeland Security grant program agreement, through PEMA and the Northcentral Task Force, effective September 1, 2018 through August 21, 2019, for a total grant amount of \$342,133.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. HOMELAND SECURITY GRANT APPROVED

Mr. Smeltz asked for a motion to approve the hiring of Ryan Bratton as part-time Deputy Sheriff, effective September 24, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. HIRING DEPUTY SHERIFF/PT RYAN BRATTON

Mr. Smeltz asked for a motion to approve the promotion of Gayle Hummel from part-time Clerk Typist II to full-time Clerk-Typist II/Microfilmer/Scanner in the Prothonotary's Office, effective September 24, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROMOTION GAYLE HUMMEL PROTHONOTARY'S OFFICE

Mr. Smeltz asked for a motion to approve the transfer of current IT employees to new positions, as follows, with no change in salary effective September 24, 2018:  
Suzy Watson, to IT Director (Grade V)  
Ernie Jackson, to Senior Network / Security Engineer (Grade U)  
Tom Sobiech, to Network Support / Data Analysis (Grade L)  
Judy Walter, to PC Support / Help Desk (Grade J)  
Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. IT DEPT TRANSFER POSITIONS SUZY WATSON, ERNIE JACKSON TOM SOBIECH JUDY WALTER

Mr. Smeltz asked for a motion to approve the promotion of Shawn Carr, from Technical Support Analyst/ Programmer to Network Security Engineer (Grade M) in the IT Department, effective September 24, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROMOTION IT DEPT SHAWN CARR NETWORK SECURITY ENGINEER

Mr. Smeltz asked for a motion to approve the hiring of Julie Fryer, part-time Archival Records Assistant (Student Intern) in the Assessment Office, effective September 25, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. ASSESSMENT / HIRING JULIE FRYER, PT INTERN ARCHIVAL RECORDS ASST.

Mr. Smeltz asked for a motion to approve an unpaid leave of absence for Keith Heaton, Correctional Officer at the Clinton County Correctional Facility, effective September 24, 2018 through November 6, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. CCCF UNPAID LEAVE KEITH HEATON, CO

The Commissioners' Meeting was adjourned at 10:19 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:29 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$165,559.33 and net payroll in the amount of \$304,096.62 for the period ending September 13, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. COUNTY BILLS

Mrs. Crowell reported that the auditors compiled the audit for submission to the Pennsylvania Department of Community and Economic Development. A copy will be sent to the Commissioners. She stated that the audit will be filed before the October 1<sup>st</sup> deadline. Mrs. Dremel reported that she will be conducting another hiring event with the Sheriff's office. She stated that the recruitment event for the Clinton County Correctional Facility was very successful. ELECTED OFFICIALS/ STAFF REPORT

Mr. Snyder stated that Mrs. Boileau is guiding the Commissioners through the state websites for information as the county looks to purchase new voting machines. He stated that the Governor has issued an unfunded mandate that the Counties replace all voting machines by 2020. Mr. Smeltz stated that the money available to the county isn't enough for the anticipated cost which is around \$400,000. Mr. Snyder stated that there is a perception of hacking but there is no evidence of hacking to his knowledge. He said that the current voting machines have no internet connectivity. He said that with only one vendor certified and 15 months to meet the mandate, it does not seem practical. Mr. Smeltz stated that they will be discussing this during their budget meetings. Mr. Conklin stated that there is a possibility of a lease purchase agreement however, the interest rate may be high. COMMISSIONERS' REPORTS

Chief Clerk Meyers announced that the October 4<sup>th</sup> meeting of the Board of Commissioners will be cancelled.

ANNOUNCEMENTS

There were no public comments.

PUBLIC  
COMMENTS

The meeting adjourned at 10:55 AM.

\_\_\_\_\_ Chief Clerk



**Thursday, September 27, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin.

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Peggy Heller, Cathy Dremel, Lewis Summers, Gabe Caprio, Rita O'Brien and Michelle Kunes.

PUBLIC ATTENDEES: Richard Morris, Justin Whitney, John Rishel, Traci Bletz, Jeremy Armstrong, Ashley Slody, Amanda Pease, George Gerber, Timothy Reeves and Kari Kepler.

The meeting was called to order at 10:10 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the September 20, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

Mr. Smeltz asked for a motion to adopt a Proclamation declaring October 2018 Domestic Violence Awareness Month. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. PROCLAMATION DOMESTIC VIOLENCE AWARENESS MONTH

Mr. Smeltz asked for a motion to approve the selection of projects for submission of the 2018 CDBG grant funding totaling \$236,902.00 which includes county administration, housing rehabilitation provided by STEP Inc., the installation of accessible doors at Bucktail Medical Center, and the replacement and relocation of a waterline in Logan Township. Representatives of the applicant municipalities and agencies were on hand to provide support and answer questions about their applications for funding. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. 2018 CDBG GRANT PROJECTS APPROVED

Mr. Smeltz asked for a motion to approve the sub-recipient monitoring contract with the Clinton County Economic Partnership for a \$5,000.00 grant to be used by Clinton County to purchase a restroom for along the Bald Eagle Valley Trail. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. SUBRECIPIENT CONTRACT W/CC ECON PRTRNSHP GRANT

Mr. Smeltz asked for a motion to approve Amendment One to the contract with the Pennsylvania Department of Community and Economic Development for the HOME grant of \$500,000.00, extending the agreement by an additional year for auditing and administrative activities with no other change in terms. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. PA DCED HOME GRANT AMENDMENT ONE 1 YR EXTENSION

Mr. Smeltz asked for a motion to approve the hiring of Alyssa Felty as a Caseworker (Primary Case Management, Secondary Family Finding) in Children and Youth Services, effective October 2, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. HIRING ALYSSA FELTY CYS CASE MANAGEMENT FAMILY FINDING

The Commissioners' Meeting was adjourned at 10:40 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:42 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$427,299.93 for the period ending September 20, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. COUNTY BILLS

Ms. Heller stated that the auditors will be attending their conference next week and Michelle Crowell will be elected President of the PA Association of County Auditors. Ms. Dremel stated that the Sheriff's Office will be holding a hiring event today at the Department of Emergency Services from 1 pm to after 5 pm. Careerlink will also be in attendance. Mrs. Boileau stated that the deadline for voter registration is October 9, 2018. Absentee ballots are available at this time. ELECTED OFFICIALS/ STAFF REPORTS

Mr. Conklin stated that the Governor has mandated the replacement of the voting machines by 2020 for the Presidential election. He stated that the big issue for counties is the funding. Mr. Snyder stated that he has decided he is taking a stand in not supporting the purchase of new machines without funding. He stated that he will not support raising taxes for machines when there is no proof that they are needed. Mr. Smeltz said that the county would have to draw from the reserve account to purchase voting machines. Mr. Conklin stated that Department of State's Acting Secretary Torres will be here for a meeting in a few weeks and it will be an opportunity to speak with him about this issue. COMMISSIONERS' REPORTS

Mr. Conklin read into the record a Letter of Appreciation that the Commissioners have presented to the Children and Youth Services employees congratulating them on the recent successful licensing inspection completed by the State.

Commissioner Snyder said that many people have called him about the mosquito problems due to the exceptionally rainy summer. He has been in contact with DEP to see if spraying can be done.

Mr. Smeltz reminded those present that the October 4<sup>th</sup> meeting of the Board of Commissioners will be cancelled. ANNOUNCEMENTS

There were no public comments. PUBLIC COMMENTS

The meeting adjourned at 11:00 AM.

\_\_\_\_\_  
Chief Clerk

**Thursday, October 11, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin.

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Rita O'Brien, Gabriel Caprio, Peggy Heller, Tristan Rock, Marie Vilello, Cathy Dremel, Jen Hoy, and Michelle Crowell.

PUBLIC ATTENDEES: Kevin Ferrara, Michele Whitney, Richard Morris, and John Rishel.

The meeting was called to order at 10:07 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the September 27, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	MINUTES APPROVED
Mr. Smeltz asked for a motion to approve a Proclamation of Excellence for the Clinton County Special Olympics Volley Ball Team. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	PROCLAMATION SPECIAL OLYMPICS
Mr. Smeltz asked for a motion to approve Resolution No. 8 of 2018 for the submission of the 2018 CDBG Application. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	RESOLUTION NO. 8 2018 CDBG APPLICATION
Mr. Smeltz asked for a motion to approve Resolution No. 9 of 2018 for the approval of the repository sale of a property in Woodward Township, located at 415 German Rd, Lock Haven, PA, with a control No. 36-18511 and a Tax Parcel No. of 5-A-0056-B2, formerly the property of Paul E. Reeder et al., for the bid amount of \$500.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	RESOLUTION NO. 9 APPROVAL OF REPOSITORY SALE
Mr. Smeltz asked for a motion to approve a blanket statement of work authorization agreement with Sirius Computer Solutions, Inc. effective for a two-year period beginning October 11, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	WORK AUTHORIZATION SIRIUS COMPUTER SOL.
Mr. Smeltz asked for a motion to approve a proposal from Lefevre Wilk Architects, LLC to provide professional architectural and engineering services for the survey, design and documentation of a project to provide a direct exit from the sheriff's office on the first floor of the courthouse to the outside of the building, for a lump sum fee in the amount of \$4,000.00. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	PROFESSIONAL SVCS LEFEVRE WILK ARCHITECT
Mr. Smeltz asked for a motion to approve an allocation of \$30,000 from the Act 13 Marcellus Shale Legacy Fund, to the Chestnut Grove Recreation Authority to fund the design, engineering and permitting costs for the Chestnut Grove Recreation Project. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. Marci Orndorf of the Chestnut Grove Rec Authority stated that the permitting process has been started. Mr. Conklin added that once the project is "shovel ready", private donors are expected to come on board.	ACT 13 FUNDING CHESTNUT GROVE RECREATION AUTHORITY
Mr. Smeltz asked for a motion to approve the reappointment of Jack Bailey for a five-year term to the Chestnut Grove Authority, expiring June 30, 2023. Motion by Mr. Smeltz; seconded by Mr. Conklin. Motion carried.	REAPPOINTMENT JACK BAILEY CHESTNUT GROVE AUTH.
Mr. Smeltz asked for a motion to consider the hiring of Jason Laubscher as IT Trainer/Help Desk Support in the Information Technology Department effective October 15, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING APPROVED JASON LAUBSCHER IT DEPT
Mr. Smeltz asked for a motion to approve Toby Boyer as Watershed Specialist/Environmental Coordinator at the Clinton County Conservation District, effective October 8, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	PT HIRING APPROVED TOBY BOYER CONS DISTRICT
Mr. Smeltz asked for a motion to approve the hiring of Alaina Swain as part-time tutor in Children and Youth Services, Independent Living Program, effective October 15, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	HIRING APPROVED ALAINA SWAIN CYS
Mr. Smeltz asked for a motion to approve the termination of Frances Neff, part-time Paralegal for Children and Youth Services, effective October 11, 2018. These duties are now handled by an employee provided by the Statewide Adoption and Permanency Network. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.	TERMINATION FRANCES NEFF CYS
The Commissioners' Meeting was adjourned at 10:35 AM.	
The Salary Board Meeting Minutes are available in the Commissioner's Office.	SALARY BOARD
The Commissioners' Meeting was reconvened at 10:35 AM.	
Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$1,881,762.60 for the period ending October 11, 2018 and Net Payroll in the amount of \$287,365.18 for the period ending October 5, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.	COUNTY BILLS
Ms. Heller stated that they just returned from the PA County Auditors Conference where Michelle Crowell was elected President of the PA County Auditors Association. Ms. Heller thanked the IT and Maintenance Departments for facilitating the move of the Auditors office to the Piper Building.	ELECTED OFFICIALS/ STAFF REPORTS
Mrs. Boileau reported that all registrations have been processed and she will have final numbers to report in approximately two weeks. October 30 <sup>th</sup> is the final date to request an absentee ballot.	
Mr. Smeltz stated that the Commissioners attended both the county township supervisors' annual meeting and the county borough association annual meeting this past week. Mr. Snyder stated that he is communicating with Christian Boyer at the Department of Environmental Protection to address the mosquito issue. DEP has sprayed 541 acres and they agreed to also spray in Wayne, Castanea and Dunnstable townships. Mr. Snyder said it is not the County's responsibility but he is doing all that he can do to assist residents. He said that Mr.	COMMISSIONERS' REPORTS

Boyer is the only person representing several counties. Mr. Snyder was told that next year there will be one DEP representative for Clinton and Centre Counties. Mr. Ferrara asked if they spray by air. Mr. Caprio explained that DEP did spray by air in Lycoming County on both sides of the Susquehanna River. That occurred during the week prior to the Little League World Series. Mr. Snyder stated that they are only using trucks to spray for mosquitoes at this time. Mr. Conklin stated that DEP determines which counties are high risk for West Nile Virus and other diseases. He stated that DEP is responding to phone calls but not focusing on Clinton County because it is not a high risk area.

Mr. Smeltz reminded those present that the 70<sup>th</sup> Flaming Foliage Festival is this weekend.

ANNOUNCEMENTS

Ms. Orndorf reported that the railroad siding at the Wayne Township landfill has been successfully tested and is available for use.

PUBLIC  
COMMENTS

The meeting adjourned at 11:13 AM.

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Chief Clerk

**Thursday, October 18, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin.

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Rita O'Brien, Peggy Heller, Michelle Crowell, Marie Vilello, Judge Craig P. Miller, Jason Foltz, Don Powers, Bill Frantz, Ed Hosler, Amanda Herr,

PUBLIC ATTENDEES: Kevin Ferrara, Michele Whitney, Richard Morris, and John Rishel.

The meeting was called to order at 10:02 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the October 11, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a Proclamation for Clinton County Prescription Drug Take Back Week, October 22 to 26, 2018. Motion by Mr. Conklin, seconded by Mr. Snyder. Motion carried. Mr. Hosler clarified that the PA State Police barracks in Lamar is no longer a location for drop off boxes as stated in the Proclamation.

PROCLAMATION  
PRESCRIPTION DRUG  
TAKE BACK WEEK

Mr. Smeltz asked for a motion to amend the Proclamation for Clinton County Prescription Drug Take Back Week, October 22 to 26, 2018, removing the PA State Police barracks as a location for the drop off boxes. Motion by Mr. Conklin, seconded by Mr. Snyder. Motion carried.

Mr. Smeltz asked for a motion to approve an Emergency Management Performance Grant Agreement between PEMA and Clinton County Emergency Management, in the amount of \$66,682.00 for the period of October 1, 2016 to September 30, 2019. Motion by Mr. Snyder, seconded by Mr. Conklin. Motion carried.

EMERGENCY MGMT  
PERFORMANCE GRANT  
APPROVED

Mr. Smeltz asked for a motion to confirm the hiring of Alexa Julie O'Connell, David Joseph Poretta, and Collin Edward McCoy as Adult Probation Officers, effective October 29, 2018. Motion by Mr. Snyder, seconded by Mr. Conklin. Motion carried.

HIRING CONFIRMED  
ALEXA JULIE O'CONNELL  
DAVID JOSEPH PORETTA  
COLLIN EDWARD MCCOY  
PROBATION

The Commissioners' Meeting was adjourned at 10:14 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY  
BOARD

The Commissioners' Meeting was reconvened at 10:14 AM.

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$34,220.00 to the General Fund for July 2018 reimbursement of expenses. Motion by Mr. Conklin, seconded by Mr. Snyder. Motion carried.

IV-D FUNDS

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$456,389.46 and Net Payroll in the amount of \$294,543.99 for the period ending October 19, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

COUNTY  
BILLS

Ms. Heller stated that the Auditors received a thank you note from Julie Brennan for the completion of the Tourist Promotion Agency Audit. Mr. Smeltz noted that the Commissioners attended a presentation by another voting systems company. Ms. Boileau reported that the absentee ballot application numbers are higher than the 2014 General Election with 325 ballots already sent. October 30<sup>th</sup> is the final date to request an absentee ballot.

ELECTED OFFICIALS/  
STAFF REPORTS

Ms. Maggs stated that she took the Keystone Little League teams including twenty-six 8 to 12 year old baseball players and six coaches to Harrisburg for a tour of the capitol. Susquehanna Trailways provided the bus transportation. She stated that Representative Hanna's office is very busy with outreach and local events.

REP. HANNA'S  
REPORT

There were no Commissioners' Reports.

COMMISSIONERS'  
REPORTS

Mr. Snyder reminded those present that the Mark Mero Program will be at Central Mountain High School this evening at 7:00 p.m.

ANNOUNCEMENTS

Mr. Morris asked for clarification regarding the amount of Payment in Lieu of Taxes received from the state last year, who the partners in the Local Bus Service are, and what the Commissioners expect to hear in their meeting with Acting Secretary of State Torres.

PUBLIC COMMENTS

The meeting adjourned at 10:35 AM.

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Chief Clerk

**Thursday, October 25, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin.

STAFF ATTENDEES: Jann Meyers, Rita O'Brien, Marie Vilello, Cathy Dremel, Kerry Stover.

PUBLIC ATTENDEES: Cindy Straley, Richard Morris, Jamie Aurand, Kevin Ferrara, Michelle Whitney, John Lipez and John Rishel

The meeting was called to order at 10:03 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the October 18, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried.

MINUTES  
APPROVED

Mr. Smeltz asked for a motion to approve a Collective Bargaining Agreement between Clinton County, PA and Council 86, AFSCME, for Corrections Officers, Cooks and Maintenance Workers at the Clinton County Correctional Facility, effective January 1, 2018 to December 31, 2021. Motion by Mr. Snyder; seconded by Mr. Conklin. There was some discussion of the main negotiated items of the agreement.

CBA APPROVED  
WITH CORRECTIONS  
EMPLOYEES, AFSCME

Roll Call Vote on the Motion:

Mr. Conklin – Yes; Mr. Snyder – Yes; Mr. Smeltz – Yes.

Mr. Smeltz asked for a motion to approve a Collective Bargaining Agreement between Clinton County, PA and Council 86, AFSCME, for the Court-Related and Court Appointed Employees and Deputy Sheriffs, effective January 1, 2018 to December 31, 2021. Motion by Mr. Conklin; seconded by Mr. Snyder.

CBA APPROVED  
WITH COURT RELATED/  
COURT APPOINTED  
EMPLOYEES, AFSCME

Roll Call Vote on the Motion:

Mr. Conklin – Yes; Mr. Snyder – Yes; Mr. Smeltz – Yes.

Mr. Smeltz asked for a motion to approve Change Order Number 4 with Intertech CI, for one year of Wonderware Software Maintenance at the Clinton County Correctional Facility under the 2017 Capital Project, for an additional amount of \$6,475.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

CHANGE ORDER NO. 4  
APPROVED WITH  
INTERTECH CI

Mr. Smeltz asked for a motion to approve Change Order Number 5 with Intertech CI, for the addition of two Wonderware Client Licenses at the Clinton County Correctional Facility under the 2017 Capital Project, for an additional amount of \$19,119.00. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

CHANGE ORDER NO. 5  
APPROVED WITH  
INTERTECH CI

Mr. Smeltz asked for a motion to confirm the hiring of Michelle Bechdel as part-time Clerk Typist II in the Prothonotary's Office, effective November 5, 2018. Motion by Mr. Snyder, seconded by Mr. Conklin. Motion carried.

HIRING CONFIRMED  
MICHELLE BECHDEL  
PROTHONOTARY'S  
OFFICE

Mr. Smeltz asked for a motion to confirm the hiring of John Lavrich as part-time Deputy Sheriff in the Sheriff's Department, effective October 29, 2018. Motion by Mr. Snyder, seconded by Mr. Conklin. Motion carried.

HIRING CONFIRMED  
JOHN LAVRICH  
SHERIFF'S DEPT

The Commissioners' Meeting was adjourned at 10:18 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office.

SALARY  
BOARD

The Commissioners' Meeting was reconvened at 10:22 AM.

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$417,784.22, for the period ending October 25, 2019. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried.

COUNTY  
BILLS

Rita O'Brien, County Auditor provided a report to the Commissioners on the recent audit completed on the Hotel Tax account of the Tourist Promotion Agency. There were no findings to report. Mr. Smeltz said that the Commissioners would review the report and discuss it at the next Work Session.

ELECTED OFFICIALS/  
STAFF REPORTS

Sheriff Stover said that jury selection for the Groves trial is set to start November 13, 2018; the trial itself is scheduled to begin November 19, 2018.

Jamie Aurand of Susque-View Home thanked everyone for supporting the 5K event held in early October. He said that there were over 50 participants and \$3500 was raised for the Residents' Fund.

There was no report from Mr. Hanna's Office.

REP. HANNA'S  
REPORT

The Commissioners reported on the Economic Partnership dinner they attended. Mike Hanna, Louis Anastos and the Flaming Foliage Committee received recognition there.

COMMISSIONERS'  
REPORTS

Mr. Conklin talked about the positive reports they heard at the dinner regarding the many job opportunities that are opening up in the County and the pressure on employers to find good employees to fill them. LHUP President Pignatello spoke about the ways that the University and Keystone Central School District can work together to prepare the workforce.

Mr. Snyder praised the recent tour of 1<sup>st</sup> Quality's expansion project. He said that there will soon be 3 million square feet of manufacturing space at their operations, just at the main location, plus the McElhattan facility. He spoke of the Damaghi family's investment in the community, bringing more family sustaining jobs.

There were no public comments.

PUBLIC COMMENTS

The Meeting adjourned at 10:40 am.

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Chief Clerk

**Thursday, November 1, 2018**

PRESENT: Pete Smeltz, Jeff Snyder, and Paul Conklin

STAFF ATTENDEES: Jann Meyers, Maria Boileau, Peggy Heller, Rita O'Brien, Gabriel Caprio, Don Powers, Jason Foltz, Judge Craig Miller, Cathy Dremel, and Marie Vilello

PUBLIC ATTENDEES: Kevin Ferrara, Michelle Whitney, John Rishel, Richard Morris, and Janaan Maggs

The meeting was called to order at 10:04 AM by Chairman Pete Smeltz.

Mr. Smeltz asked for a motion to approve the Commissioners' Meeting minutes from the October 25, 2018 meeting. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. MINUTES APPROVED

The Commissioners' Meeting was adjourned at 10:00 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10:12 AM.

Mr. Smeltz asked for a motion to approve the resignation of Justin Krajeski, Law Clerk for the Courts, effective December 3, 2018. Motion by Conklin; seconded by Mr. Snyder. Motion carried. RESIGNATION JUSTIN KRAJESKI COURTS

Mr. Smeltz asked for a motion to approve the promotion of David Goodwin from Specialty Courts Coordinator to Senior Probation Supervisor in the Probation Department, effective November 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROMOTION APPROVED DAVID GOODWIN PROBATION

Mr. Smeltz asked for a motion to approve the promotion of Christina Snook from Adult Probation Officer to Probation Supervisor in the Probation Department, effective November 5, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. PROMOTION APPROVED CHRISTINA SNOOK PROBATION

Mr. Smeltz asked for a motion to approve the transfer of Jordan Bartges from Deputy Sheriff to Adult Probation APPROVED Officer, effective December 3, 2018. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. TRANSFER JORDAN BARTGES PROBATION

The Commissioners' Meeting was adjourned at 10:14 AM.

The Salary Board Meeting Minutes are available in the Commissioner's Office. SALARY BOARD

The Commissioners' Meeting was reconvened at 10: 19 AM.

Mr. Smeltz asked for a motion to approve the adoption of Uniform Grant Guidance Policies and Procedures, applicable to administration of programs using federal grants. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. POLICIES ADOPTION OF UNIFORM GRANT GUIDANCE

Mr. Smeltz asked for a motion to approve the approval of the Standard Bridge Reimbursement Agreement with PennDOT for participation in the Peale Avenue bridge project. Motion by Mr. Conklin; seconded by Mr. Snyder. Motion carried. APPROVAL BRIDGE REIMBURSEMENT AGREEMENT

Mr. Smeltz asked for a motion to approve the transfer of IV-D Funds in the amount of \$18,852.29 to the General Fund for FY 2015-16 bonus incentives. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. IV-D FUNDS

Mr. Smeltz asked for a motion to approve the County Bills in the amount of \$456,456.42 and Net Payroll in the amount of \$291,063.02 for the period ending November 2, 2018. Motion by Mr. Snyder; seconded by Mr. Conklin. Motion carried. COUNTY BILLS

Mrs. Boileau provided an election update. Mr. Caprio reported that a 3.4 mile section of the Bald Eagle Rail Trail will soon be officially opened. ELECTED OFFICIALS/ STAFF REPORTS

Ms. Maggs said she received a constituent question as to why the RVT bus service does not extend to Mill REPORT Hall. The Commissioners said they would look into the possible expansion. REP. HANNA'S

Mr. Conklin asked Mr. Caprio if all of the Home Rehab money is being used. Mr. Caprio replied that there are several homes approved with 32 more on the waiting list. Mr. Conklin said he would like to see another round of the rehab projects approved when this one ends. COMMISSIONERS REPORTS

Mr. Smeltz reported breaking news that the Woolrich Woolen Mill would be closing December 31, 2018. 40 employees will lose their jobs. There was no information available as to future plans for the Woolrich Store. Mr. Snyder noted that the Rich Family ran the business for 188 years and took good care of the employees and their families who worked there. The Board expressed their hope that the Mill complex can be repurposed for another business or industry.

There were no Public Comments. PUBLIC COMMENTS

The Meeting adjourned at 10:48 AM.

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Chief Clerk