

The reorganizational meeting of the Clearfield County Commissioners was held on Tuesday, January 8, 2019 with Chair Sobel conducting the meeting. The following were in attendance: Commissioners Scotto and McCracken, Kim Kesner, Solicitor; Tom Adamson, Controller; Lisa Kovalick, Community Development Specialist; F. Cortez Chip Bell, Court Administrator; Dawn Graham, Director of Elections; Yvonne Lehman, WOKW Radio; Diane Byers, Progress/Courier; Jessica Shirey, gantdaily.com; Lisa McFadden, Chief Clerk.

Chair Sobel ask for a motion to name the Chairman for 2019. Motion to retain Commissioner Sobel as Chairman by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel asked for a motion to name a Vice Chairman for 2019. Motion to retain Commissioner Scotto as Vice Chairman by Commissioner McCracken, seconded by Commissioner Sobel; motion carried unanimously.

Minutes of the previous meeting of December 27, 2018 were approved by motion of Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Controller Scotto presented the following bills for approval: General Fund, \$508,260.29; Liquid Fuel Fund, \$15,182.55; 911 Fund, \$20,536.01; Children Youth Services Fund, \$53,880.02; Domestic Relations Fund, \$734.17; Small Communities Block Grant, \$174,107.56. Approval of the bills by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

#### Personnel Changes

New Hires – Paul Dunlap, Fiscal Operations Officer/CYS, effective 1/2/19.

Transfers – Marguerite Johnson, Department Clerk II/Register and Recorder to Deputy Register & Recorder, effective 1/2/19.

Shawn Burkhart, Adult Probation Supervisor to Director of Probation Services, effective 1/3/19.

Approval of the personnel changes by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Public Comment – None

Old Business - Commissioner McCracken presented the recommendation of Court Administrator Bell for award of the Court Reporter bids. Court Administrator Bell provided the following information:

BIDDER	"FULL TIME"	"PER DIEM"
Cathy J. (Warrick) Provost	\$227.50 per day (6.5 hours) \$15.00 per half hour after 4:00 P.M.	\$40.00 per hour
Beaver Reporting (Brittany Beaver)	No Bid \$40.00 per hour after 4:00 P.M. in Court \$30.00 per hour after 4:00 P.M. out of Court Overtime	\$53.85 per hour
Jenny L. Scalise	Withdrew her bid hour	\$50.00 per hour
(See Attached)	\$325.00 full day \$200.00 half day	
Shayna Smith	\$325.00 per day (6.5 hours) \$323.33 full day \$166.66 half day \$20.00 per half hour after 4:00 P.M.	\$49.74 per hour

Court Administration Bell recommended Cathy J (Warrick) Provost for the "Full Time" position and Shayna Smith for the "Per Diem" position. Each of them are the low bidders. As to the "Per Diem" bidders, he recommended that we enter into a contract with all bidders at their bid rate, as the low bidder may not be available on certain dates due to other commitments. Ms. Smith has indicated that she will assure that she generally has three days available per week and Court Administration will try as much as possible to schedule third Judges and other events that may need a third reporter for (Wednesday, Thursday and Fridays) We already have third judges scheduled for various days of the week up through the end of March, but are trying to adjust those days to fit in Wednesday, Thursday or Friday as much as we can. I would also suggest a one-year term on the contract with language for renewal for another like period. In that fashion at the end of the first year you have the ability to leave it as is and/or rebid the position if you deem that appropriate. Solicitor Kesner responded that he would prepare agreements as for all parties as Independent Contractors. Motion to authorize Solicitor Kesner to prepare the agreements by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously. Motion to authorize the Chairman to execute the documents as prepared by the Solicitor by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

#### New Business

Jenna Dixon attended the meeting and asked that the Board Proclaim January as National Mentoring Month and Children's Aid Society Youth Mentoring. Ms. Dixon invited everyone to participate in their upcoming fundraiser of bowling on April 13 at the Clearfield Lanes and a Shoot for Magic on June 14. Motion to adopt the Proclamation by Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Commissioner Sobel announced the Commissioners would serve on the following appointments to various boards and authorities.

Commissioner Scotto – CCEDC/Clearly Ahead  
Community Action  
Conservation District

Approval by Commissioner McCracken, seconded by Commissioner Sobel; motion carried unanimously.

Commissioner McCracken – North Central  
Central Counties Youth Detention Center  
PCHIP

Approval by Chair Sobel, seconded by Commissioner Scotto; motion carried unanimously.

Commissioner Sobel – Clearfield County Recreation and Tourism  
Community Connections  
Heroin Task Force  
Workforce Solutions

Approval by motion of Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel asked for a motion to appoint GAI Associates as the County Engineer. Approval by motion of Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel asked for a motion to consider Mette, Evans and Woodside as special counsel on DEP issues. Approval by motion of Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Lisa Kovalick asked for consideration to apply to the Department of Justice Department of Violence Against Women 2019 Justice for Families Program and provided the following information:

“Clearfield County is requesting funding from the U.S. Department of Justice, Office on Violence against Women, Justice for the Justice for Families Program. The Justice for Families Program was authorized in the Violence against Women Reauthorization Act (VAWA) of 2013 to improve the response of all aspects of the civil and criminal justice system to families with a history of sexual assault, domestic violence, dating violence and stalking, or in cases involving allegations of child sexual abuse. Once funded Clearfield County will provide oversight of the JFF and contact with Clearfield County League on Social Services to provide the day to day operations of a safe connections centers for victims and children of sexual assault, domestic violence, dating violence and stalking, or in cases involving allegations of child sexual abuse. This year our application includes civil legal assistance, provided by Meden Legal Services. Additional partners of the safe connection center include: Clearfield County Judge Paul E. Cherry; Community Action CROSSROADS Project; Prevention and Services for Sexual Assault through Guidance; Empowerment, and Support Inc., (PASSAGES); Clearfield County Child Advocacy Center; MidPenn Legal Services; Clearfield County Children and Youth Services; and the County office of Planning and Community Development. This request for \$402,444 will provide a Safe Connections Center with services such as safe supervised child visits and exchanges, and civil legal assistance, for victims of sexual assault, domestic violence, dating violence and stalking, or in cases involving allegations of child sexual abuse. The Center will be located in a centralized area of the county as a means of providing the most security. Due to the rural nature of our County and the lack of transportation options, the program will help victims with gas stipends to travel to/from the centers for services for safety reasons. Victims and their children will be served in safe, secure environment for visits/exchanges with their children. Motion to approve applying for the grant by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel asked for a motion to approve an Agreement with Forensic Pathology Associates. The purpose is so the Coroner Snyder can obtain forensic autopsy services. Approval of the agreement by Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Chair Sobel asked for a motion to approve a Linkage Agreement with Brookville Behavioral Health, Inc.. Motion by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel announced the appointments of Gerry Hatcher and James Sedgwick to the Clearfield County Planning Commission. Approval by motion of Commissioner Scotto; seconded by Commissioner McCracken; motion carried unanimously.

Commissioner meetings will be the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday's of the month with Work Sessions the 1<sup>st</sup> Tuesday's of the month. Salary Board meetings will be held at 10:00 on the 2<sup>nd</sup> Tuesday and Retirement Board meetings will be held on the 4<sup>th</sup> Tuesday. All meetings will be held at 10:00 AM with the exception of Retirement Board meetings held at 9:00 AM. The 2019 Holiday Schedule was also presented. Motion to approve the meeting and holiday schedules for 2019 by Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Dawn Graham attended the meeting to request approval of the relocations of the Penn Township and Lawrence Township – Golden Rod precincts. Ms. Graham explained that the period to file objections had passed with none received. Penn Township will be moved from the Hepburnia Methodist Church to the Cen-Clear Campus (formerly Penn Grampian School) located at 178 Walltown Road, Grampian and Lawrence – Golden Rod precinct will be moved from the Masonic Lodge to the Glad Tidings Assembly of God Church that is located at 6449 Clearfield Woodland Hwy, Clearfield. Motion to approve the changes by Commissioner McCracken, seconded by Commissioner Scotto; motion carried unanimously.

Ms. Graham announced an upcoming Candidates Night scheduled for February 5, 2019 at 6:00. This is program for first time candidates running for office and current office holders. Discussion will be held on filling out and circulating petitions, financial statements, filing fees, etc.

Solicitors Report – None

Commissioner McCracken spoke that he has been asked how long the cuts and layoffs will be in place with respect to the budget. Commissioner McCracken explained that until a significant reduction is seen with the population at the jail the cuts would remain. As of Monday the population remained at 177 with 5 additional inmates being housed in Jefferson County. Commissioner McCracken said his optimum number would be 135 but this probably is not a realistic number. He will continue to provide updates to the public at Commissioner meetings.

Motion to adjourn by Commissioner Scotto, seconded by Commissioner McCracken; motion carried unanimously.

Lisa McFadden, Chief Clerk