

Huntingdon, Pa.  
Tuesday, November 15, 2011  
42-2011

The regular weekly meeting of the Huntingdon County Commissioners was held on the above date in the Commissioners Meeting Room with the following being present: Commissioners Hoover, Fluke and Kough Pittenger; Chief Clerk, Michelle Cerett; Solicitor, Peter McManamon; George Germann, Daily News; Brian Wisner, Michelle Jacoby and Shawn Ritchey, Keller Engineers; Richard Stahl, Planning Director; Ann Foor and Christine Boonie, Center for Community Action; Joyce Zolten, CYS Administrator; and visitors Aaron Martin, Darlene & Bill Martin; Valerie Burnett; Jeff Thomas, Ginny Cooper, Bruce Pergament, Gary O'Korn, John Hoffstetler, Jim & Joan Cassatt.

The meeting was called to order at 9:30 a.m. by Commissioner Hoover followed by Prayer led by Commissioner Fluke and the Pledge of Allegiance to the Flag led by Commissioner Hoover.

There were no additions or corrections to the November 1<sup>st</sup> minutes.

It was moved by Commissioner Kough Pittenger, seconded by Commissioner Fluke and carried (Hoover, yes; Fluke, yes; Kough Pittenger, yes) to approve the minutes of the November 1<sup>st</sup> meeting.

It was moved by Commissioner Fluke, seconded by Commissioner Kough Pittenger and carried (Fluke, Abstain; Kough Pittenger, yes; Hoover, yes) to approve payment of invoices for the week.

There were no additions to the agenda today.

Commissioner Hoover commented on several items. The deadline for residents to apply for flood damage assistance from FEMA has been extended to December 14<sup>th</sup>, 2011. He also informed the public that we received notification from the Hay group this week regarding the Counties annual required contribution to the retirement fund. Hay group is recommending a contribution of \$745,000 for 2012.

Commissioner Hoover informed the public that the budget will be presented today at 11:00 a.m.

George Germann commented that the Department of Agriculture also approved the County for drought assistance for earlier in the Spring.

Valerie Burnett offered comment on the general election. She brought concerns to Commissioner Kough Pittenger regarding the primary election process. The publically thanked her for addressing her concerns. Valerie also offered great thanks to Lori Foster and Sandy McNeal on the new procedure manual they created. They stated the manual was very helpful and she is totally confident that the election process is being run very well.

Michelle also informed the public that the shredding related to the records project is complete and the final report was 13.84 tons of records discarded.

There were no items addressed by the Solicitor today.

First on the agenda today was Ann Foor and Christine Boonie from Center for Community Action. They presented the five year agreement for the County to participate in the emergency food assistance program. The food is distributed to four food pantries around the County and benefits several residents. Ann informed the Board that there is a change in reporting requirements. A County representative will be responsible for completing the reporting. Ann will work with the Chief Clerk to complete that reporting. It was moved by Commissioner Kough Pittenger, seconded by Commissioner Fluke and carried (Kough Pittenger, yes; Hoover, yes; Fluke, yes) to approve the TEFAP agreement for 2012 through 2016.

Brian Wisner and Shawn Ritchey were present today with updates on several bridge projects. Michelle Jacoby informed the Commissioner's that the St. Mary's bridge rehabilitation project is going to require a temporary right of way from neighboring properties. She stated that Penn DOT will cover the cost of the appraisal related to the right of way. Michelle also stated that the public meetings for plan review scheduled for November 16<sup>th</sup> have been cancelled. The plans will be on display at the Commissioner's office when they are available. Brian Wisner presented a proposal for Keller Engineers additional cost related to the right of way. He presented the proposal with a cost of \$2,627.29 and asked for approval upon review from the Solicitor.

Brian informed the Commissioners that another delay has occurred with Runk Bridge. Penn DOT was delayed in approving the plans; therefore the bid date was extended. Brian issued an addendum and extended the due date of the bids to December 5<sup>th</sup>. He expects notice to proceed to be issued in late December with the work starting in January. The bridge should be open in late February; however the substructure work will not begin until June, 2012.

Brian also presented a final supplement A for Walnut Grove Bridge. It was moved by Commissioner Fluke, seconded by Commissioner Kough Pittenger and carried (Hoover, yes; Fluke, yes; Kough Pittenger, yes) to approve the final supplement for Walnut Grove bridge.

Richard Stahl was present to request the hiring of Razinah (Rose) Rahman to fill the vacancy left by the resignation of Peggy Wilson. It was moved by Commissioner Kough Pittenger, seconded by Commissioner Fluke and carried (Fluke, yes; Kough Pittenger, yes; Hoover, yes) to hire Rose Rahman as full time bookkeeper for the Planning office effective November 21, 2011.

Richard also requested approval of three small change orders for the elevator project. GC-02 was for additional drainage that was necessary due to a water problem. The cost of that change order is \$1,034.33. GC-03, in the amount of \$751.14 was for additional waterproofing and CG-04, in the amount of \$425.67 was to widen a footer. It was moved by Commissioner Fluke, seconded by Commissioner Kough Pittenger and carried (Kough Pittenger, yes; Hoover, yes; Fluke, yes) to approve the change orders in the amount of \$2,211.14.

Joyce Zolten requested approval of a purchase of service agreement with NHS Pennsylvania and Children Services. Commissioner Fluke had several concerns on the contract, which were addressed by Joyce and the Solicitor. Commissioner Fluke made a motion that we approve the contract because we are required to have a provider. The Solicitor commented that the motion needed to be more specific. The motion died for lack of a second. It was moved by Commissioner Kough Pittenger, seconded by Commissioner Hoover and carried (Hoover, yes; Fluke, yes; Kough Pittenger, yes) to approve the purchase of service agreement with NHS Pennsylvania.

Joyce addressed the public regarding the recent sexual abuse allegations surrounding Penn State University and Second Mile. She asked that the public to report all suspicions of child abuse or neglect and protect our children. She enforced that you don't have to be a mandated reporter to report a suspicion of abuse. Joan Cassatt asked if CYS was able to make arrests in child abuse allegations. Joyce stated that CYS cannot arrest but that the police are involved in sexual abuse cases.

The meeting was recessed at 11:02 a.m. to accommodate a meeting scheduled for 11:00 a.m. to present the proposed 2012 budget. The meeting reconvened at 11:06 a.m.

Michelle Cerett requested the promotion of Lori Foster to a combined position of Deputy Chief Clerk/Elections Coordinator. The current Deputy Chief Clerk and Elections coordinator will both be retiring in the near future. With the expansion of the Fiscal Department and the disbursement of office duties, Michelle feels it is possible combine these two positions. She stated that Lori has done an excellent job in streamlining the election process since she started in March. It was moved by Commissioner Kough Pittenger, seconded by Commissioner Hoover and carried (Fluke, no; Kough Pittenger, yes; Hoover, yes) to promote Lori Foster to Deputy Chief Clerk/Elections Coordinator effective November 7<sup>th</sup>, 2011.

It was moved by Commissioner Kough Pittenger, seconded by Commissioner Hoover and carried (Kough Pittenger, yes; Hoover, yes; Fluke, yes) to notify the Department of Agriculture that the County will not be replacing Mike Robison as the weights and measures inspector. This will allow the Department of Agriculture to take over the inspection of all the commercial scale inspections. Michelle will take care of notifying all the non-commercial customers that they will now be responsible for having their own scales inspected and serviced. She will also notify Mike Robison to return any County equipment that he currently has.

There were two county burial allowances and one private headstone approved today.

There being no further business, it was moved by Commissioner Fluke seconded by Commissioner Kough Pittenger and carried to adjourn the meeting at 11:20 a.m. Minutes prepared by Chief Clerk, Michelle Cerett.

Respectfully submitted,

---

Connie Kough Pittenger, Secretary