

The regular meeting of the Clearfield County Commissioners was held on Tuesday, April 13, 2021 with Chair Sobel conducting the meeting. The following were in attendance: Commissioners Scotto and Glass; Heather Bozovich, County Solicitor; Tom Adamson, Controller; Chip Bell, Court Administrator; Susan Williams, CCRTA President; Belinda Snyder, Manager Bester Western; Jeremy Ruffner, 911 Coordinator; Yani XXXX, WTAJ Television; Jeff Corcino, Progress/Courier; Jessica Shirey, gantdaily.com; Yvonne Lehmann, Radio WOKO; Yanni Tragellis, WTAJ TV; Adam Curry, County IT Director; Lisa McFadden, Chief Clerk.

Minutes of the previous meeting of March 23, 2021 were approved by motion of Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Controller Adamson presented the following bills for approval: General Fund, \$731,131.21; Hazardous Materials Fund, \$207.41; 911 Fund, \$8,941.81; CDBG Fund, \$95.00; Domestic Relations Fund, \$1,932.89; Children Youth Services Fund, \$117,085.69. Approval of the bills by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Personnel Changes

New Hires – Erin Flanagan, Legal Secretary II, District Attorney’s office, effective 3/29/21.

Kate Roberts, Part-time Department Clerk II/Elections, effective 4/12/21

Nicole Fedder, Jury Coordinator/Law Librarian/Courts, effective 4/26/21

Heather Clark, Field Assessor/Ta Assessment, effective 5/3/21

Separations/Retirements

Tracey McBride, Part-time Department Clerk III/Controller’s office, effective 3/25/21.

Erin Flanagan, Legal Secretary II/District Attorney’s office, effective 4/8/21

Curtis Daub, Caseworker/CYS, effective 4/9/21

Lora Vaow, Conference Officer/DRO, effective 4/23/21

Bonnie Baughman, Clerk Typist II/CYS, effective 4/23/21

Jeannette Read, Bookkeeper III/Cost & Fines Probation, effective 4/30/21.

Transfers

Shania Liegey, Part-time Corrections Officer/Jail to Full-time corrections officer, effective 3/22/21

Jalyn Shaffer, Legal Secretary II/District Attorney’s office to Legal Secretary III/District Attorney’s Office, effective 4/1/21.

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

Public Comment – Susan Williams attended the meeting to lobby the Commissioners to increase the collection percentage of Hotel Tax from 3% to 5%. Ms. Williams explained that the Hotel Tax is the funding source for CCRTA and the funds have been directly affected by COVID and

the lack of travel. CCRTA would like to utilize the additional funds to get the grant program back up and running to possibly get grants distributed by fall. Also the additional funding will be used to market the County. Belinda Snyder as a manager of the Best Western agreed with increasing the Hotel Tax. She explained that the increase would be less than \$2.00 per room. Commissioner Glass suggested that possibly giving some of the Recue Act Funds to CCRTA to jump start the grant program. Also, the Commissioners reminded the hotel, motels and restaurants to apply for the CHRIP funds prior to the April 15 deadline.

New Business

Chair Sobel read a proclamation naming April 11-17 as Public Safety Telecommunicator Week. Jeremy Ruffner attended the meeting and explained that in 2020 the Clearfield County telecommunicators processed 110,043, which is over 300 calls per day. The 911 Center provides dispatch services for 13 Police, 14 Ems and 37 Fire agencies countywide. Clearfield County employees 22 telecommunicators. The Commissioners thanked the telecommunicators for the very important job that they do 24 hours a day 7 days a week. Motion to adopt the proclamation by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel asked for a motion to approve an agreement with Cen-Clear Child Services to implement and administer the Family Reunification Program utilized by Children Youth Services. Approval by motion of Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Chair Sobel asked for a motion to approve a Service Agreement with BMP systems for a copier utilized by Children Youth and Family Services. Motion to execute the agreement by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Chair Sobel presented a rental agreement with the Clearfield County Fair and Park Board. The Election office will be holding training at the park on April XXXXX for poll worker training. Motion to execute the agreement by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Purchase of Service Agreements were approved for LifeSpan Family Services and Community County Services by motion of Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Chair Sobel spoke about a guaranteed Energy Savings Project that the Board is considering for the Prison. The Commissioner asked for RFPs for the program and entertained proposals from 5 different companies. The Commissioners narrowed the companies down to McClure Company and ABM to possibly contract with to administer the project. Commissioner Glass noted that two major items that are in need of replacement are the HVAC system and the roof that is allowing water to infiltrate the building. Both companies provided references to numerous

projects that they have performed. ABM has estimated the cost of the project at 7.5-8.8 million and McClure's estimate is approximately 10-11 million. Commissioner Glass said that he preferred McClure as they were the first to approach the County and provide a proposal. He said he would not slow the project down and if Commissioners Sobel and Scotto chose ABM, ask he feels this is a very important project that is very much needed and will keep on eye on ABM to keep the project at their estimated costs. Motion to partner with ABM to begin the process of the developing and enacting an Energy Savings Program and process for the prison contingent of review and agreement have the Solicitor by Commissioner Scotto, seconded by Chair Sobel, Commissioner Glass opposed; motion carried.

Solicitors Report

Solicitor Bozovich presented an Addendum to Office Lease with Developac for the Domestic Relations DuBois office space. The term is for 24 months from June 1, 2021 through May 31, 2023 at a cost of \$1,480/month. Motion to execute the lease addendum by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

Solicitor Bozovich asked that the Commissioner move to executive session for Legal Purposes. Motion to move to executive session at 10:45 by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously. Motion to return from Executive Session at 10:56 by Commissioner Scotto, seconded by Commissioner Glass; motion carried unanimously.

Chair Sobel presented an agreement with LexisNexis an electronic legal research system that will be utilized by inmates at the County Prison. It is required by law that Counties provide the means to inmates to be able to perform legal research. The terms of the agreement are 3 years at a cost of \$210/month. Motion to execute the agreement by Commissioner Glass, seconded by Commissioner Scotto; motion carried unanimously.

The Commissioners also encouraged County residents to get their COVID 19 vaccinations. Effective today anyone age 16 and up can sign up to get a vaccination.

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