

**AGENDA**  
**BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING**  
January 15, 2019

**I: CALL TO ORDER**

Those Present:

**II: ROLL CALL OF MEMBERS**

\_\_\_ Josh Lang, Commissioner Chair  
\_\_\_ Barry L. Dallara, Commissioner Vice-Chair  
\_\_\_ S. Paul Crooks, Commissioner Secretary

**III: APPROVAL OF MINUTES**

January 2, 2019

**IV: EXPENDITURES**

|            |              |                   |
|------------|--------------|-------------------|
| Payroll    | \$259,603.59 | CK#:183391-183398 |
| General    | \$108,634.21 |                   |
| General    | \$38,959.84  |                   |
| Commissary | \$4,904.19   |                   |
| LEPC       | \$57.26      |                   |
| CDBG       | \$56,401.40  |                   |

**V: OLD BUSINESS**

**VI: NEW BUSINESS**

- a) A motion to submit the January 15, 2019 letter to Southern Alleghenies forwarding the following ranked transportation needs for the 2021-2024 Transportation Improvement Program as recommended by the Board of the Bedford County Planning Commission. They are as follows:

**Roadway/Safety Needs:**

1. Breezewood Truck Turnaround Study and any project that might result from a Study;
2. Hyndman Railroad Crossings, trains block three roads, seek an access solution;
3. U.S. Route 30 & Bunker Hill Road (T-474) intersection, increase sight distance;
4. U.S. Route 30 & Zion Road (T- 618) intersection, increase sight distance;
5. PA 96 & Tiger Valley Road (T-315), remove/ease roadway curve north of Hyndman;
6. S.R. 2015 Black Valley Road & S.R. 1004 Ashcom Road intersection reconstruction;
7. S.R. 2019 Lutzville Road, remove/ease roadway curve at the Juniata Woolen Mill.

**Local Bridge Needs:**

1. T-383 Barkley Road, Juniata Township Bridge No. 2;
2. T-337 Narrow Lane, Cumberland Valley Township Bridge No. 6;
3. T-705 Pine Hill Road, South Woodbury Township Bridge No. 4 (consider removal) with T-705 Pine Hill Road, Township Bridge No. 5 rehabilitation or replacement;
4. T-525 Hammer Road, Napier Township Bridge No. 12;
5. T-408 Sweet Root Road, Bedford Township Br. No. 2; and
6. T-301 Hazen Road, County Bridge No. 33, Cumberland Valley Township.

- b) A motion to approve the Change of Assessment Notice Control Report changes for the month of December 2018. This is based upon the recommendation of Joyce Hillegass, Director of Tax Assessment.

- c) A motion to approve the Bedford County Coroner's Office Fee Schedule for 2019 as follows, effective January 1, 2019. This is based upon the recommendation of Rusty Styer, Coroner.
- Autopsy Reports - \$500.00
  - Coroner's Reports - \$100.00
  - Toxicology Reports - \$100.00
  - Photographs (5x7) - \$25.00 per photograph
  - Photographs (8 x 10) - \$30.00 per photograph
  - Digital Photography - \$15.00 per photograph paced on CD
  - Cremation Authorization - \$50.00
  - Civil Cases - \$100.00 per hour
- d) A motion to approve landlord, Donna F. Clark's increase in the monthly rent to \$600.00 per month for District Magistrate Brian Bakers office, effective January 1, 2019.
- e) A motion to approve the hire of Christian Beegle, Fishertown, PA as a full-time Correctional Officer at the Bedford County Correctional Facility, effective January 16, 2019. This is based upon the recommendation of Troy Nelson, Warden.
- f) A motion to approve Change Order #3, in the amount of \$1,750.95, for the electrical contract with Hallstrom-Clark Electric, Inc., for the Wood-Broad Top-Wells Joint Municipal Authority Water & Sewer Plants project, funded under the FFY 2015 Community Development Block Grant. This is based upon the recommendation of Terry Stacey, CDBG Administrator.

**VII: COMMENTS/APPOINTMENTS**

Lesley Childers – brief presentation concerning day treatment/day reporting center and a feasibility study being conducted.

**VIII: ADJOURN**

The next meeting will be held January 29, 2019 in Room 101 unless called sooner by the Board of Commissioners.

## **Rules of Procedure for Weekly Meetings of the Bedford County Commissioners**

### **I. AGENDA**

- A. The Chief Clerk, in consultation with the Chairman shall prepare an Agenda for the weekly meetings of the Board of Commissioners.
- B. Any requests for matters to be placed on the Agenda shall be submitted in writing by noon on Monday for that week's meeting. If Monday is a legal holiday or if a meeting is scheduled for a day other than Tuesday, the deadline for requests to be placed on the Agenda shall be noon on the previous working day.
- C. The Agenda will be finalized by the Chief Clerk at 3:00 PM on the Monday of the week of the meeting. If Monday is a legal holiday, or if a meeting is scheduled for a day other than Tuesday, the deadline for finalizing the Agenda shall be at 3:00 PM on the previous work day.
- D. Anyone requesting that items be placed on the Agenda shall provide the topic of the item and sufficient information and detail so as to provide a reasonable notice of the nature and purpose of the Agenda item.
- E. Those wishing to speak in the public comment portion of the Agenda shall provide their name and the topic of their comment. Topics shall be limited to matters of concern, official action or deliberation which are or may be before the County Commissioners.
- F. The Board of Commissioners shall have the right to make additions to or deletions from the Agenda or change the order of the Agenda after it is finalized as they deem necessary or appropriate.

### **II. MEETINGS**

- A. Public Notice of the meetings shall be advertised and posted by the Chief Clerk as required by law.
- B. The Chairman of the County Board of Commissioners shall direct the meeting. In the absence of the Chairman, the Vice-Chairman shall direct the meeting and shall have all powers and duties of the Chairman.
- C. The Modern Rules of Order shall be used to conduct the meeting unless otherwise modified by these Rules or waived by the Board of Commissioners.
- D. Residents and/or taxpayers may use audio or stenographic recorders to record all or any portion of the meeting. Said recorders shall be operated from the area set aside for the general public seating and may not be placed on the Board of Commissioners table without prior consent of the Chairman.
- E. Video recorders may be used to record all or any portion of a public meeting. The operator of the recorder shall remain seated in the area set aside for the general public or stand in the rear or to the side of the general public seating area so as to not interfere in any way with the activities of the Board of Commissioners or the ability of the general public to observe the Board.

### **III. PUBLIC COMMENT**

Residents and taxpayers of Bedford County shall have the right to speak in the meetings during the Public Comment portion of the Agenda. In order to conduct meetings in an orderly and productive manner the following rules and regulations shall govern such speakers:

- A. A speaker shall request to be placed on the Agenda as provided in Section I of these Rules.
- B. Comment shall be received only after the speaker is recognized by the Chairman.
- C. The speaker shall announce his or her name and address prior to addressing the Board of Commissioners.
- D. The Chairman may request that the speaker use a microphone or step forward when addressing the Board of Directors.
- E. The Chairman may rule out-of-order scandalous, impertinent, irrelevant and redundant comments, or comments the discernible purpose or effect of which is to disrupt or needlessly protract the proceedings of the meeting.
- F. The Chairman may request any individual to leave the meeting and may contact security to that end when that individual does not observe reasonable decorum. Further, the Chairman may request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.
- G. The Chairman may call a recess or adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting.
- H. The Chairman may allocate available time among individuals wishing to comment.
- I. Time allocated for the public comment period at each meeting shall not exceed thirty (30) minutes. Each speaker will be allotted three (3) minutes to present his or her topic. Said time limitations may be altered or waived at the Chairman's direction.
- J. At the discretion of the Chairman conducting the meeting, a group of citizens registered to address the Board on the same issue may be required to designate a spokesperson.