

**AGENDA**  
**BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING**  
April 2, 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**

March 12, 2019

**IV: EXPENDITURES**

Payroll	\$276,410.65	CK#:183431-183438
General	\$590,592.88	
General	\$21,193.58	
Commissary	\$5,185.30	
LEPC	\$777.55	
Liquid Fuels	\$10,047.16	

**V: OLD BUSINESS**

**VI: NEW BUSINESS**

- a) A motion to approve the Purchase of Service Agreement between Bedford County Children & Youth Services and Bedford County Juvenile Probation Office and the following agency, effective July 1, 2018 through June 30, 2019. This is based upon the recommendation of Lisa Cairo, Administrator Bedford County Children and Youth Services.
  1. Cove Prep of White Deer Run, Torrance, PA
- b) A motion to approve the purchase of a 2019 Ford Escape vehicle with a total purchase price of \$22,810.00 (document fee included) minus the \$12,335.50 (insurance payoff) for a total cost of \$10,474.50. This is based upon the recommendation of Lisa Cairo, Director of Bedford County Children and Youth Services.
- c) A motion to approve the promotion of Ms. Ame Reighard from Caseworker I to Caseworker II, effective May 13, 2019. This is based upon the recommendation of Lisa Cairo, Director of Bedford County Children and Youth Services.
- d) A motion to approve the promotion of Ms. Autumn Conley to full-time Social Service Aide I from part-time Social Service Aide I, effective April 15, 2019. This is based upon the recommendation of Lisa Cairo, Director of Bedford County Children and Youth Services.
- e) A motion to approve the hire of Corrine Chuha, Manns Choice, PA, to the position of Clerk/Typist I effective April 22, 2019. This is based upon the recommendation of Lisa Cairo, Director of Bedford County Children and Youth Services.

- f) A motion to approve the amendment to Purchase of Service Agreement between Bedford County Children & Youth Services and Bedford County Juvenile Probation Office and Independent Family Services, Inc., regarding section XI., Payments: #3 and #4 the amounts shifted with no increase, effective July 1, 2018 through June 30, 2019. This is based upon the recommendation of Lisa Cairo, Administrator Bedford County Children and Youth Services.
- g) A motion to the lateral transfer of Jennifer M. McCarty from the Register and Records office to the Prothonotary Office as the Clerk Typist, effective April 8, 2019. This is based upon the recommendation of Cathy Fetter, Prothonotary/Clerk of Courts.
- h) A motion to approve the lateral transfer of Gretchen Martin from the Tax Assessment Office to the position of Veterans Service Officer I in the Veteran Affairs office, effective April 15, 2019. This is based upon the recommendation of Debra Rose, Director of Veteran Affairs.
- i) A motion to approve the hire of the following as full-time Correctional Officers at the Bedford County Correctional Facility, effective March 27, 2019. This is based upon the recommendation of Troy Nelson, Warden.
  - 1. Donald Layton, Osterburg, PA
  - 2. Seth Scholl, Somerset, PA
  - 3. Brandon Greise, Everett, PA
- j) A motion to approve the Proclamation for Sexual Assault Awareness Month. This is based upon the recommendation of Beth Hickey, Director of Your Safe Haven, Inc.

**Bedford County Board of Commissioners**  
**Sexual Assault Awareness Month**  
*April 2019*

**WHEREAS**, Your Safe Haven, Inc. wishes to commemorate this month and promote public awareness of the incidences and consequences of sexual violence; and

**WHEREAS**, Sexual assault is a common occurrence, every 98 seconds an American is sexually assaulted; and

**WHEREAS**, every 92 seconds a sexual assault occurs, every 9 minutes a child is sexually assaulted and only 5 of 1,000 people are ever incarcerated for sexual assault

**WHEREAS**, the Centers for Disease Control and Prevention have identified sexual assault as a significant and costly health issue; and

**WHEREAS**, It is imperative to our youth we stop sexual assault as younger people ages 12-34 are at the highest risk of sexual violence including for rape and sexual assault; and

**WHEREAS**, the nation as a whole pays an additional economic toll in the form of medical costs and lost productivity; and

**WHEREAS**, important partnerships have been formed among criminal and juvenile justice agencies, allied professionals and victim services; and

**WHEREAS**, the theme of this year's Sexual Assault Awareness Month's campaign is, "**The 2019 Sexual Assault Awareness Theme is #I Ask**. Consent is about more than just asking — it is about listening to and accepting the answer without pressuring someone to change their mind.

**NOW THEREFORE BE IT RESOLVED** that our individual and collective efforts in Bedford County reflect our dream for a nation where no sexual assault victim goes unserved, or ever feels there is no path to comfort or justice; and

**BE IT FURTHER RESOLVED** that we, the Commissioners of Bedford County, recognize the dedication of Your Safe Haven, Inc. in working towards the elimination of sexual violence in our community.

**NOW THEREFORE, WE THE COMMISSIONERS OF BEDFORD COUNTY**, do hereby proclaim the month of April 2019 as *Sexual Assault Awareness Month* in Bedford County, Pennsylvania and urge the citizens of Bedford County to recognize the full value of the dedication of Your Safe Haven, Inc. in working towards the elimination of sexual violence in our community.

- k) The motion to approve the 2018 Pennsylvania Equal Pay Day Proclamation on behalf of the Bedford Business & Professional Women. This is based upon the recommendation of Joan LaSalle, President of the Bedford Business & Professional Women.

## ***2019 Pennsylvania Equal Pay Day***

**WHEREAS**, more than 50 years after the passage of the Equal Pay Act, women, especially minority women, continue to suffer the consequences of unequal pay; and

**WHEREAS**, according to the U.S. Census Bureau, women working full time, year round in **2018** typically earned **81.8** percent of what men earned, indicating a decrease of 0.1 percent since 2016; and

**WHEREAS**, according to *Graduating to a Pay Gap*, a 2012 research report by the American Association of University Women (AAUW), the gender pay gap is evident one year after college graduation, even after controlling for factors known to affect earnings, such as occupation, hours worked, and college major; and

**WHEREAS**, in 2009 the Lilly Ledbetter Fair Pay Act was signed into law, which gives back to employees their day in court to challenge a pay gap, and now we must pass the Paycheck Fairness Act, which would amend the Equal Pay Act by closing loopholes and improving the law's effectiveness; and

**WHEREAS**, according to one estimate, college-educated women working full time earn more than a half million dollars less than their male peers do over the course of a lifetime; and

**WHEREAS**, four in 10 mothers are primary breadwinners in their households, and nearly two-thirds are primary or significant earners, making pay equity critical to families' economic security; and

**WHEREAS**, a lifetime of lower pay means women have less income to save for retirement and less income counted in a Social Security or pension benefit formula; and

**WHEREAS**, in the state of Pennsylvania, in the year 2018, full time working women earned real median income of \$40,214, and full time working men earned real median income of \$50,976, an earnings ratio of 80%; and

**WHEREAS**, fair pay equity policies can be implemented simply and without undue costs or hardship in both the public and private sectors; and

**WHEREAS**, fair pay strengthens the security of families today and eases future retirement costs while enhancing the American economy; and

**WHEREAS**, Tuesday, April 2 symbolizes the time in 2019 when the wages paid to American women catch up to the wages paid to men from the previous year,

**NOW, THEREFORE, We**, the Bedford County Commissioners do hereby proclaim Tuesday, April 2, 2019:

**EQUAL PAY DAY**

*In Bedford, Bedford County, we urge the citizens of Bedford, Bedford County, to recognize the full value of women's skills and significant contributions to the labor force and further encourages businesses to conduct an internal pay evaluation to ensure women are being paid fairly.*

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of *Bedford, Bedford County* to be affixed.

- l) A motion to approve Josephine Kelly to serve a five-year term as a Board Member of the Bedford County Housing Authority. The term will expire on April 2, 2024. This is based upon the recommendation of Robert F. Harbaugh, Executive Director of the Housing Authority of the County of Bedford.
  
- m) A motion to approve the reappointment of the following for a one-year term to the Agency's Citizens Advisory Council, effective April 2, 2019. This is based upon the recommendation of Connie Brode, Executive Director of Huntingdon-Bedford-Fulton Area Agency on Aging.
  - 1. Bonnie Burr, Hopewell, PA
  - 2. Prudence Harclerode, New Paris, PA
  - 3. Mary Shaffer, Hyndman, PA
  - 4. Donald Steele, Hopewell, PA
  - 5. Jeannie Zimmerman, Everett, PA
  - 6. Doris Kay Imgrund, Schellsburg, PA
  
- n) A motion to approve the Ordinance # 04-02-19 approving a maximum of \$7,500,000 of general obligation notes to restructure a portion of the County's General Obligation Bonds, Series of 2014, and to finance various capital projects. This is based upon the recommendation of Jens H. Damgaard of Eckert, Seamans, Cherin and Mellott, LLC.

**ORDINANCE NO. 04-02-19**

**NOTICE**

NOTICE IS GIVEN that the Board of County Commissioners of the County of Bedford, Pennsylvania (the "County"), proposes to adopt, at a public meeting to be held not less than three (3) nor more than thirty (30) days following the date of publication of this notice, an ordinance (the "Ordinance"), the caption and summary of such proposed Ordinance being as follows:

**INCURRING NONELECTORAL DEBT TO BE EVIDENCED BY GENERAL OBLIGATION NOTES IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF SEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS (\$7,500,000), TO REFUND A PORTION OF THIS COUNTY'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES OF 2014, FINANCE VARIOUS CAPITAL PROJECTS AND PAY THE COSTS OF ISSUING THE NOTES; ACCEPTING A NOTE PURCHASE AGREEMENT; SETTING FORTH THE PARAMETERS, SUBSTANTIAL FORM OF AND CONDITIONS FOR ISSUING THE NOTES; PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THIS COUNTY TO SECURE THE NOTES; APPOINTING A PAYING AGENT AND SINKING FUND DEPOSITORY; PROVIDING FOR THE REDEMPTION OF THE REFUNDED BONDS; AND AUTHORIZING RELATED DOCUMENTS AND ACTIONS.**

The proposed Ordinance is available for public inspection in the Commissioners' Office of the Bedford County Courthouse, Third Floor, 200 South Juliana Street, Bedford, Pennsylvania, on any open business day of the County between 8:30 AM and 4:30 PM. The Ordinance available for inspection may contain blanks, as permitted by the Pennsylvania Local Government Unit Debt Act (the "Debt Act"), relating to the general obligation notes proposed to be issued by the County. Such blanks will be completed by amending the Ordinance prior to its final enactment. An advertisement describing the final enactment of the Ordinance, including any amendments, will be made in accordance with the Debt Act. This Notice is given in accordance with the Debt Act.

**ENACTED AND ORDAINED** by the Bedford County Commissioners on this 2nd day of April 2019.

- o) A motion to approve Change Order #4, a decrease in the amount of \$3,661.80, 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 and FFY 2016 Community Development Block Grants.
  
- p) A motion to approve the following Change Orders for the Wood-Broad Top-Wells Joint Municipal Authority Water & Sewer Plants project, funded under the FFY 2015 and FFY 2016 Community Development Block Grants: (1) Change Order #5 to the G. M. McCrossin, Inc., general contract, increasing the contract amount by \$8,067.12; and (2) Change Order #6 to the G.M. McCrossin, Inc., general contract, decreasing the contract amount by \$5,841.42.

**VII: COMMENTS/APPOINTMENTS**

**VIII: ADJOURN**

The next meeting will be held April 9, 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.