

**AGENDA**  
**BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING**  
August 2, 2016

The Bedford County Board of Commissioners held their regular meeting in Room 101 of the Bedford County Government Building, 200 S. Juliana Street, Bedford, PA on Tuesday, August 2, 2016. Commissioner Josh Lang called the meeting to order at 10:00 a.m. and Commissioner S. Paul Crooks gave the prayer of invocation and led the pledge to the flag.

Commissioner Josh Lang, Commissioner Barry L. Dallara, and Commissioner S. Paul Crooks were present. Others present: Melissa Cottle, County Treasurer, Debra Brown, Chief Clerk, Diane Nelson, Deputy Sheriff, Lisa Cairo, Children and Youth, Dave Cubbison, Department of Emergency Services, Charwin Reichelderfer, Sheriff, Stacie Gordon and the public and press.

The Minutes of July 19, 2016 Meeting were approved as presented.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the following expenditures:

Payroll	\$279,290.71	CK# 182854-182860
General	\$612,421.93	
Commissary	\$ 11,252.88	
LEPC	\$ 3,014.06	
CDBG	\$ 10,020.78	

Commissioner Dallara reported on several of the expenditure accounts. The motion passed unanimously.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the following Purchase of Service Agreements between Bedford County Children and Youth and Bedford County Juvenile Probation Office each for a term of July 1, 2016 through June 30, 2017:

1. Independent Family Services, Inc.
2. The Christian Home of Johnstown, Inc.
3. Diakon Child, Family & Community Ministries
4. Outside in School of Experiential Education, Inc.
5. Alternative Community Resource Program

The motion passed unanimously.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the transfer of Amanda Means, as a full time secretary from the Register/Recorders Office to the Bedford County Sheriff's Office effective August 15, 2016. This is a replacement hire and is based on the recommendation of Diane Nelson, Chief Deputy. The motion passed unanimously.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve Jamie Fletcher, from part-time to full-time status Telecommunicator for the Bedford County Department of Emergency Services, effective August 1, 2016. This is based on the recommendation of David E. Cubbison, Director. The motion passed unanimously.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve Terri Orono, as a part-time trained Telecommunicator for the Bedford County Department of Emergency Services, effective August 1, 2016. This is based on the recommendation of David E. Cubbison, Director. The motion passed unanimously.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the promotion of Jadan Morrow from part-time to full-time correctional officer at the Bedford County Correction Facility. This is a replacement hire effective August 3, 2016, and is based on the recommendation of Troy Nelson, Warden. The motion passed unanimously.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the employment of Wesley Smith, as a part-time Correctional Officer at the Bedford County Correction Facility. This is a replacement hire, effective August 3, 2016, and is based on the recommendation of Troy Nelson, Warden. The motion passed unanimously.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the July 2016 changes of assessed values based on the recommendation of Joyce Hillegass, Chief Assessor. The motion passed unanimously. Commissioner Crooks commented that there

are ninety three additional parcels joined the Clean and Green Act throughout the spring. This will change the taxable assessed values. More will be reported at the next meeting.

**COMMENTS/APPOINTMENTS:**

Stacie Gordon gave a brief presentation for the grant.

The Grants for the Establishment, Improvement and Expansion of Pennsylvania Multidisciplinary Investigation Teams (MDITs). It is offered through the Pennsylvania District Attorneys Association in the amount of \$14,000.00 for a needs assessment, a consultant to create a protocol and any training available for MDITs.

A motion to adjourn at 10:10 a.m. was made by Commissioner Crooks and seconded by Commissioner Dallara.

ATTEST:

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Debra Brown, Chief Clerk

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S. Paul Crooks, Secretary

## **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.