

**BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING MINUTES**

October 24, 2017

The Bedford County Board of Commissioners held their regular meeting in Room 303 of the Bedford County Government Building, 200 South Juliana Street, Bedford, PA on Tuesday, October 24, 2017. Commissioner Lang called the meeting to order at 10:00 a.m. Commissioner Dallara gave the prayer of invocation and led the pledge to the flag.

**ROLL CALL OF MEMBERS:**

Present: Commissioner Josh Lang, Commissioner Barry L. Dallara, and Commissioner S. Paul Crooks. Others present: Debra Brown, Chief Clerk/Director of Elections, Melissa Cottle, Treasurer, Terry Stacey, CDBG Administrator, David Cubbison, Director of Emergency Services, Lisa Cairo, Director of Bedford County Children and Youth Services, Susan Ross, Fiscal Technician at Bedford County Children and Youth Services, county residents and the press.

**APPROVAL OF MINUTES:**

The minutes of October 10, 2017, were approved as presented.

**EXPENDITURES:**

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

|                      |              |                   |
|----------------------|--------------|-------------------|
| Payroll              | \$287,979.72 | CK#:183104-183112 |
| General Priority     | \$298,399.83 |                   |
| General Priority     | \$2,099.99   |                   |
| General Priority     | \$1,095.68   |                   |
| General Priority     | \$44,403.31  |                   |
| General Non Priority | \$202,306.64 |                   |
| LEPC                 | \$147.54     |                   |
| Commissary           | \$3,933.79   |                   |
| CDBG                 | \$5,649.30   |                   |
| Liquid Fuels         | \$7,015.83   |                   |

Commissioner Crooks reported on the following large expenditures from the General Priority accounts: Wilmington Trust at \$76,621.88; UPMC Health Insurance at \$150,117.59; Bedford Borough Water and Sewage at \$10,400.50; Gasoline for travel at \$2,099.99. Expenditures from the Non Priority are as follows: Children and Youth debit card at \$44,403.31; Wessel Audit at \$28,000.00; and the retirement fund at \$25,000.00. The motion was approved as presented.

**OLD BUSINESS:**

There was nothing to report.

**NEW BUSINESS:**

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve Mike Jasper, Everett, PA as Chairperson to the Advisory Board Support Committee of the Citizens' Advisory Board of Bedford County for the term of 2017-2018. This is based upon the recommendation of Stan Howes, Chairperson of the Citizens' Advisory Board of Bedford County. The motion was approved as presented.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to re-appoint Terry H Stacey, CDBG Administrator with the Bedford County Planning Commission, as the Section 504 Officer. This is based upon the recommendation of Donald Schwartz, Director of the Bedford County Planning Commission. The motion was approved as presented.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to adopt Bedford County and Bedford Township on behalf of Bedford Township, Section 504 Plan dated October 24, 2017. The motion was approved as presented. Mr. Stacey gave a brief overview of the plan.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to adopt the October 24, 2017, updated Minority Business Enterprise, Women Business Enterprise and Veteran Business Enterprise Action Plan, for Bedford County and Bedford Township on behalf of Bedford Township, Housing and Community Development Programs receiving funds from the PA Department of Community and Economic Development. This is based upon the recommendation of Terry Stacey, CDBG Administrator. The motion was approved as presented. Mr. Stacey explained how the funding process through the state.

A new motion was made by Commissioner Dallara and seconded by Commissioner Crooks approving the Resolution 10-24-17 for the County of Bedford in support of the FFY 2017 Community Development Block Grant as administered by the PA Department of Community and Economic Development. This is based upon the recommendation of Terry Stacey, CDBG Administrator. The motion was approved as presented. Mr. Stacey read the resolution.

**Community Development Block Grant FFY 2017  
Resolution No. 10 24 17**

A resolution of the County of Bedford, Pennsylvania, in support of the FFY 2017 Community Development Block Grant (CDBG) Program, as administered by the PA Department of Community and Economic Development (DCED) and prepared for Bedford County by the Bedford County Planning Commission.

**WHEREAS:** The Bedford County Board of Commissioners has elected to administer the FFY 2017 Community Development Block Grant Programs for the County of Bedford and on behalf of Bedford Township, and

**WHEREAS:** Bedford County has been allocated \$234,627.00 for the County of Bedford and \$93,306.00 on behalf of Bedford Township for the FFY 2017 CDBG Entitlement Program, and

**WHEREAS:** Bedford County realizes these funds are to assist low-and-moderate income persons, senior citizens (age 60 and over), and the handicapped, and

**WHEREAS:** The County realizes its responsibility to these and all citizens of Bedford County and its municipalities to apply for these funds, and

**WHEREAS:** The activities selected to receive the Bedford County and the Bedford Township on behalf of Bedford Township FFY 2017 CDBG Program funds are:

**BEDFORD COUNTY:**

Hyndman Borough Neighborhood Waterline Replacement project, multi-year project (\$160,700.00): Replace approximately 1,850 feet of waterline and for Center for Community Action: County-wide Housing Rehabilitation (\$31,695.00).

**BEDFORD TOWNSHIP:**

Cessna Neighborhood Water & Sewer Installation project, multi-year allocation (\$76,511.00): Install water and sewer lines to serve eight homes, and

**WHEREAS:** These proposed activities have been selected in accordance with the County of Bedford, Comprehensive Plan, Three-Year Plan, HUD, and the Department of Community and Economic Development CDBG Program requirements, and

**THEREFORE BE IT RESOLVED:** By the Bedford County Board of Commissioners, that the County of

Bedford shall support, assist and cooperate with reasonable effort, to resolve the problems as outlined in the FFY 2017 CDBG application, and to submit the combined Bedford County and Bedford Township FFY 2017 Entitlement CDBG Application to the PA Department of Community and Economic Development for approval, and to manage and administer the financial compliance and project performance requirements as established by the Commonwealth of Pennsylvania to ensure the efficient, timely, and satisfactory completion of the above proposed activities, and to designate the Bedford County Planning Commission as the responsible administrative agent for the County of Bedford and on behalf of Bedford Township.

Adopted by the Bedford County Board of Commissioners on this day of October 24, 2017.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the initial provider agreement between Avanco and Bedford County, effective October 1, 2017 thru July 1, 2018 (9 months). This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children and Youth Services. The motion was approved as presented.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the following from part-time Correctional Officers to full-time Correctional Officers effective October 25, 2017. This is based upon the recommendation of Troy Nelson, Warden at the Bedford County Correctional Facility. The motion was approved as presented.

1. Amanda O'Neal
2. Tierra McFarland
3. Jadan Ulrich
4. Edward Fortman

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the following employees as part-time Correctional Officers at the Bedford County Correctional Facility. This is based upon the recommendation of Troy Nelson, Warden at the Bedford County Correctional Facility. The motion was approved as presented.

1. Logan Tewell, Everett, PA, effective November 6, 2017
2. Andrew Ledesma, Everett, PA, effective October 30, 2017
3. Ashely Rose, effective October 30, 2017

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the hire of Brittany Prime as Clerk Typist I for the office of H. Cyril Bingham, Jr., Magisterial District No. 57-3-02, effective October 25, 2017. This is based upon the recommendation of President Judge Thomas S. Ling. The motion was approved as presented.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the provider agreement between Cornell Abraxas Group, Inc. and Bedford County Children and Youth Services and the Bedford County Juvenile Probation Office, effective July 1, 2017 through June 30, 2018. This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children and Youth Services. The motion was approved as presented.

#### **COMMENTS/APPOINTMENTS:**

Tonya Clark from Senator Langerhohle's office presented the commissioners a citation regarding the 250<sup>th</sup> Anniversary Celebration that was hosted by the Historical Society on October 22, 2017.

#### **ADJOURNMENT:**

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to adjourn. The meeting was adjourned at 10:16 a.m.

The next Commissioners Meeting will be on November 14, 2017 at 10:00 a.m. in Room 303 unless called sooner by the Board of Commissioners.

**ATTEST:**

\_\_\_\_\_  
Debra Brown, Chief Clerk

\_\_\_\_\_  
S. Paul Crooks, Secretary