

BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING MINUTES

December 19, 2017

The Bedford County Board of Commissioners held their regular meeting in Room 101 of the Bedford County Government Building, 200 South Juliana Street, Bedford, PA on Tuesday, December 19, 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, Don Schwartz, Director of Planning, Clarissa Hartman, Children & Youth Services, county residents and the press.

APPROVAL OF MINUTES:

The minutes of December 5, 2017, were approved as presented.

EXPENDITURES:

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

Payroll	\$280,648.17	CK#:183142-183152
General Priority	\$101,517.96	
General	\$97,826.33	
General - CY	\$43,414.70	
LEPC	\$129.30	
Commissary	\$6,008.63	
General-Juror's	\$1699.46	
General-Juror Trial	\$182.10	
General -Juror Trial	\$179.38	

The Expenditures were 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 Autumn Conley, Everett, PA to the position of part-time Social Service Aide I effective January 2, 2108. This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children & Youth Services. The motion was approved as presented.

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the reappointment of James Wistar for a 3 year term to the Bedford County Development Association, effective January 1, 2018 through December 31, 2020. This is based upon the recommendation of Bette Slayton, Director of the Bedford County Development Association. The motion was approved as presented.

A motion was made by Commissioner Dallara and seconded by Commissioner Crooks to approve the provider agreement between the Bedford County for Children and Youth Services and Bedford County Juvenile Probation Office and the following 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.

1. Woods Services
2. Pathways Adolescent Center

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to approve the agreement between Center for Community Action and DHS for the period of July 1, 2017 through June 30, 2018. This is to authorize the county personnel named below to submit the MATP first, second, and third Quarterly reports for this Fiscal Year on my/our behalf to the Department understanding that said submissions must be signed indicating certification that the report is true and correct to the best of your knowledge and belief, that the expenditures have been made in accordance with the MATP Standards & Guidelines Manual and eligibility regulations which govern the administration of the program and that the County understands that any and all payments made hereunder are made in reliance by the Commonwealth upon the statements made therein. This is based upon the recommendation of Wendy Melius, Director at Center for Community Action. The motion was approved as presented.

COMMENTS/APPOINTMENTS:

ADJOURNMENT:

A motion was made by Commissioner Crooks and seconded by Commissioner Dallara to adjourn. The meeting was adjourned at 10:05 a.m.

A Special Commissioners Meeting will be on December 27, 2017 at 10:00 a.m. in Room 101 unless called sooner by the Board of Commissioners.

ATTEST:

Debra Brown, Chief Clerk

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.