

AGENDA
BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING
May 22, 2018

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

May 8, 2018.

IV: EXPENDITURES

Payroll	\$261,267.95	CK#:183246-183255
General	\$761,333.91	
General – VR	\$17,554.90	
General – CY	\$45,725.70	
Commissary	\$5,773.31	
CDBG	\$76.69	
Liquid Fuels	\$2,602.76	
LEPC	\$799.00	

V: OLD BUSINESS

VI: NEW BUSINESS

- a) A motion to approve the following persons to the Citizens' Advisory Board Support Committee of the Bedford County Children and Youth Services effective in 2018 through 2021. This is based upon the recommendation of Stan Howes, Chairperson of the Advisory Board Support Committee of the Citizens Advisory Board of Bedford County Children and Youth.
 1. Angela Whetstone
 2. Vickie Easter

- b) A motion to approve the following as part-time Correctional Officers at the Bedford County Correctional Facility effective May 23, 2018. This is based upon the recommendation of Troy Nelson, Warden.
 1. James Vingara, Everett, PA
 2. David Thomas, Everett, PA

- c) A motion to approve the promotion of Marissa Graham from part-time to full-time Correctional Officer at the Bedford County Correctional Facility effective May 23, 2018. This is based upon the recommendation of Troy Nelson, Warden.

- d) A motion to approve the following individuals for the listed positions on the noted effective dates. This is based upon the recommendation of Lesley R. Childers-Pott, District Attorney.
 1. Johnathan Thomas, First Assistant District Attorney – May 7, 2018

2. Cheryl L. May, Secretary/Systems Advocate – May 21, 2018
 3. Dwight Diehl, Assistant District Attorney – May 29, 2018
 4. Nancy Smith-Diehl, MDIT Coordinator – June 11, 2018
- e) A motion to approve the hire of Robin Bugle as a Clerk Typist I in the Prothonotary’s Office effective May 21, 2018. This is based upon the recommendation of Cathy J. Fetter, Prothonotary and Clerk of Courts.
- f) A motion to approve the Purchase of Service Agreement between Bedford County Children & Youth Services and the following 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. Mark Zearfaus, Esquire
 2. Law Office of Lucas A. Kelleher
 3. John A. Adams, Esquire
 4. Attorney Carolann A. Young & Associates, Somerset
 5. Gerald M. Nelson, Esquire
 6. Anthony Zaroni, Esquire
- g) Motion to submit, to the PA Department of Community and Economic Development, a request for Activity Completion Extension for the FFY 2014 Community Development Block Grant Contract, for the Broad Top Township On-Lot Septic Systems activity, from August 4, 2018, to December 31, 2018. This is based upon the recommendation of Terry Stacey, CDBG Administrator.
- h) A motion to approve the resolution for the Center for Community Action authorizing the filing of a proposal for funding with the Department of Human Services, Commonwealth of Pennsylvania. This is based upon the recommendation of Tiffany Jones, Human Services Coordinator at the Center for Community Action.

**Resolution of the County of Bedford on Behalf of
Center for Community Action
Authorizing the filing of a proposal for funds with the
Department of Human Services, Commonwealth of Pennsylvania.**

WHEREAS, The Human Services Block Grant (HSBG) established in Act 80 of 2012, for the purpose of allocating funds to county governments to provide locally identified county-based human services that will meet the needs of county residents; and

WHEREAS, The Department of Human Services has developed the process and content of a consolidated Plan, and is committed to continuing efforts to streamline the planning and reporting requirements for county human service programs; and

WHEREAS, The Commonwealth of Pennsylvania through the Department of Human Services has received HSDF program funds and is making these funds available to units of local governments for eligible transportation, home maker services, and homeless assistance services; and

WHEREAS, The Bedford County Commissioners have identified the Center for Community Action the Human Services Program for Bedford County; and

WHEREAS, the County of Bedford desires to submit application to The Department of Human Services on behalf of Center For Community Action for HSBG funds; and

NOW, THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED by the County of Bedford on behalf of the Center for Community Action that:

1. The proposed projects: Homeless Case Management/Service Planning/Interagency Coordination ,Substance Use Disorder Services , Protective Payee Case Management, Specialized Services: Adult Transportation, Homemaker Services for Adults, Jail Based GED Instruction/Literacy, & Financial Literacy.
2. The County of Bedford and Center for Community Action is authorized and directed to execute an HBSG Program application in the amount of \$178,934 to the PA Department of Human Services.

3. The County of Bedford on behalf of Center for Community Action is authorized to provide such assurances, certificates, and supplemental data or revised data that The Department of Human Services may request in connection with the application.

ADOPTED by the Board of Commissioners of the County of Bedford, the Commonwealth of Pennsylvania, this 22nd day of May 2018.

- i) A motion to approve the following proclamation acknowledging the week of June 4 – 8, 2018, as “Child Welfare Professional Appreciation Week.” This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children and Youth Services.

Child Welfare Professionals Appreciation Week
June 4 – 8, 2018

WHEREAS, every day in Pennsylvania, thousands of children are at risk of child abuse and neglect or have been removed from their homes due to such abuse and neglect; and

WHEREAS, Pennsylvania recognizes the risks and need to intervene to protect the State’s children; and

WHEREAS, the hard work of investigating child abuse, providing services to families, assessing safety and initiating steps to protect children, and providing services to assure that Pennsylvania’s children are provided with healthy, nurturing care, support as they transition into adulthood, and needed services in the family to be able to reunify falls to the child welfare professionals of the Pennsylvania child welfare system; and

WHEREAS, the work of child welfare professionals requires them to enter into situations in which their personal safety may be put at risk; and

WHEREAS, child welfare professionals work in severely trying emotional situations with children who have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

WHEREAS, to be successful, child welfare professionals must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol afflictions, poverty, and other difficult issues; and

WHEREAS, child welfare professionals must develop substantial knowledge and skills surrounding the rights of families, laws surrounding child welfare, and legal processes governing the system; and

WHEREAS, child welfare professionals selflessly undertake the endeavor to protect Pennsylvania’s children, often with low pay, long hours, tremendous demands, little appreciation and great criticism, and with dramatic impacts to their personal life; and

WHEREAS, every year, child welfare professionals are injured or killed in their pursuit to protect children across the United States; and

WHEREAS, innumerable injuries and deaths of children have been averted due to the efforts of child welfare professionals; therefore, in special recognition of the efforts of the Child Welfare Professionals serving the children of Pennsylvania, I, Tom Wolf, Governor of the Commonwealth of Pennsylvania, do hereby proclaim June 4-8, 2018 as *CHILD WELFARE PROFESSIONALS APPRECIATION WEEK* in Pennsylvania.

NOW THEREFORE, WE THE COMMISSIONERS OF BEDFORD COUNTY, PENNSYLVANIA do hereby declare that *June 4 - 8, 2018*, shall be *Child Welfare Professional Appreciation Week*.

- j) A motion to approve the following proclamation acknowledging the week of June 11 – 15, 2018, as “Child Welfare Service Providers Appreciation Week.” This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children and Youth Services.

***Child Welfare Service Providers Appreciation Week
June 11-15, 2018***

WHEREAS, every day in Pennsylvania, thousands of children receive services as a result of their involvement with County Child Welfare Agencies; and

WHEREAS, Pennsylvania recognizes the risks and need to intervene to protect the State’s children and provide services for the betterment of their lives; and

WHEREAS, many of the services provided to children and families through Pennsylvania’s child welfare system fall to the service providers working with county child welfare agencies; and

WHEREAS, these providers fulfill a crucial service that helps to protect children, strengthen families, and prevent future abuse and neglect; and

WHEREAS, child welfare service providers work with children who have experienced trauma and have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

WHEREAS, child welfare service providers bring expertise in family preservation, foster and other out-of-home care, counseling, behavioral health treatment, independent living skills, and other challenging areas; and

WHEREAS, child welfare service providers must develop substantial knowledge and skills surrounding the rights of families, laws surrounding child welfare, and the challenges of working with county child welfare agencies; and

WHEREAS, child welfare service providers exhibit tremendous dedication to the endeavor of protecting Pennsylvania’s children, often with uncertain financial security and emotionally challenging work conditions; and

WHEREAS, the County Child Welfare Agencies and the entirety of the Pennsylvania Child Welfare System benefit greatly from the commitment, dedication, and ingenuity of the child welfare service providers; and

WHEREAS, the lives of many children and families have been greatly improved due to the efforts of child welfare service providers; therefore, in special recognition of the efforts of the Child Welfare Service Providers serving the children of Pennsylvania, I, Tom Wolf, Governor of the Commonwealth of Pennsylvania, do hereby proclaim June 11-15, 2018 as CHILD WELFARE SERVICE PROVIDERS APPRECIATION WEEK in Pennsylvania.

NOW THEREFORE, WE THE COMMISSIONERS OF BEDFORD COUNTY, PENNSYLVANIA do hereby declare that ***June 11-15, 2018***, shall be ***Child Welfare Service Providers Appreciation Week***.

- k) A motion to approve the following resolution recognizing the staff of Bedford County Children and Youth Services for the week of June 4-8, 2018, as “Child Welfare Professionals Appreciation Week.” This is based upon the recommendation of Lisa Cairo, Administrator of Bedford County Children and Youth Services.

***Bedford County Resolution Recognizing
the Staff of Bedford County Children and Youth Services
May 22, 2018***

WHEREAS, the week of June 4-8, 2018 has been proclaimed as Child Welfare Professionals Appreciation Week by Governor Wolf, recognizing the efforts of child welfare professionals serving the children of Pennsylvania; and

WHEREAS, every day in Bedford County, local children are at risk of child abuse and neglect. Some have been removed from their homes due to such abuse and neglect; and

WHEREAS, we, the Commissioners of Bedford County recognize the risks and need to intervene to protect the children of this County; and

WHEREAS, the challenging work of investigating child abuse and providing services to families services to assure that the children of Bedford County are provided with healthy, nurturing care, support as they transition into adulthood, and needed services in the family to be able to reunify falls to Bedford County Children and Youth Services; and

WHEREAS, the work of these dedicated professionals requires them to enter into situations in which their personal safety may be put at risk; and

WHEREAS, our committed professionals work with children who have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

WHEREAS, the professionals of Bedford County Children and Youth Services must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol afflictions, poverty, and other difficult issues; and

WHEREAS, the professionals of Bedford County Children and Youth Services must possess substantial knowledge and skills in a myriad of areas to effectively serve the families of Bedford County; and

WHEREAS, the staff of Bedford County Children and Youth Services endeavor to protect the children of Bedford County, often with long hours, tremendous demands, little appreciation and great criticism; and

WHEREAS, many injuries and possibly deaths of children in Bedford County have been averted due to the efforts of Bedford County Children and Youth Services; therefore, in special recognition of the efforts of Bedford County Children and Youth Services, We, the Commissioners of Bedford County, do hereby issue this Resolution recognizing the staff of Bedford County Children and Youth Services for their dedicated efforts in protection the children of Bedford County.

ADOPTED by the Board of Commissioners of the County of Bedford, the Commonwealth of Pennsylvania, this 22nd day of May 2018.

VII: COMMENTS/APPOINTMENTS

The opening of bids for Bridge #31 Rehab for Bedford County contract number #031318.

VIII: ADJOURN

The next Commissioners Meeting will be on June 8, 2018 at 10:00 a.m. 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.