

April 26, 2011

The Juniata County Commissioners met on the above date with Commissioners Jeff Zimmerman, Dale Shelley and Teresa O'Neal present. Also attending were – Planning Director Dave Bardell, Register and Recorder Alicia Seigler, Emergency Services Director Allen Weaver, Maintenance Supervisor Rich Fisher, members of the public Bob Reynolds, Clair Bair, Jr., Gary Tweedlie and Steve Zeiders; Times reporter Paulette Forry, Juniata Sentinel reporter Sheila Yorks, and Lewistown Sentinel Reporter Micaiah Bilger.

The meeting was called to order at 10:00 a.m. by Commissioner Zimmerman. A moment of silence was observed followed by the Pledge of Allegiance. On motion of O'Neal/Shelley and unanimously carried, the Minutes of the April 19 meeting were approved as submitted.

Zimmerman indicated Solicitor Winder would attend next week's Board meeting to discuss the Sunshine Law. The Solicitor was unable to attend today because of a scheduling conflict.

Seigler gave an update on her department and advised that her department actually consists of three offices – Recorder of Deeds, Register of Wills and Clerk of Orphans' Court. In the first quarter, the Register of Deeds filed 896 documents and collected \$21,687.70 for deposit in the General Fund. In the same period, Clerk of Courts filed 21 documents and deposited \$1,856.75. Register of Wills opened/closed 17 estates and deposited \$14,432.32. The Recorder's Improvement Fund increased by \$1,674.00.

Weaver presented a report that he will submit on a monthly basis indicating ongoing projects, training, funding, plans, training, exercises and grant activity.

O'Neal questioned the turn around time for issuing a new address. Weaver responded that within a couple of days, the address can be issued. If it's an emergency situation, it can be produced immediately. His office then sends the information to Harrisburg to complete the process.

Weaver also indicated the Special Needs Registry is up and running but there are glitches in accessing the program.

Weaver stated a question concerning funding of the stream gauges has been answered. He stated some money has been channeled to maintain their usage through October.

Shelley commended Seigler and Weaver for their informative reports.

The commissioners took the following actions:

- On motion of O'Neal/Shelley and unanimously carried approved, pending review by the Solicitor, a request from Maintenance Supervisor Rich Fisher to move ahead with a one-year free offer from Johnson Controls for Facility Dude, a software program for the Maintenance Office. The cost for the program, if purchased, will be \$604.00 for May 2012 through December 2012 and \$906 per year thereafter. The Utility program, if purchased, will be \$663.33 for May 2012 through December 2012 and \$995.00 per year thereafter. After using for 3 months, Fisher is to report back.
- Tabled approval of the HAVA Quarterly reports until next week.
- On motion of Shelley/Zimmerman, approved checks #32,157 through #32,196 in the amount of \$100,556.43. Shelley and Zimmerman approved the motion O'Neal opposed.

#### Budget Discussion

Zimmerman provided information on the debt service discussed at a previous meeting. O'Neal questioned the budgeted amount of \$440,000. Zimmerman indicated interest on the \$1.75 million Courthouse renovations of \$208,548, \$129,219 for the \$600,000 Fry Building renovation and \$100,000 for the \$2.0 million Tax Anticipation Note for a total of \$437,767.00.

Shelley asked that an invoice in the amount of \$8,572.00 for the Unifund Program be sent through for payment immediately since it is due on Saturday. O'Neal indicated that she had not approved the invoice because it had been charged to the commissioner s' budget under the technology line item instead of under the Treasurer's line item for contracted services. O'Neal also indicated that an additional check for \$60 for Unifund had been taken from the County Records Improvement fund. After checking with the Treasurer, O'Neal stated that amount was a part of funds that had been approved last year and had not been withdrawn. Because of the Register and Recorder using the County Records Improvement Fund to pay for her new hardware, O'Neal stated the importance of that fund being accurate. Zimmerman indicated he would speak with the Treasurer and have the balance in the Improvement Fund revised to reflect any encumbered money.

On motion of Zimmerman/Shelley, the \$8,572.00 invoice will be drawn from the Treasurer's contracted services line item. On roll call vote, Zimmerman, Shelley and O'Neal voted for the motion.

Shelley commended Seigler and Weaver for the excellent quality of their reports.

Salary Board

- No action was taken.

Retirement Board

- No action was taken

On motion of O'Neal/Shelley and unanimously carried, the meeting adjourned at 10:55 a.m.

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Jeffrey M. Zimmerman, Chairman

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Dale S. Shelley, Vice Chairman

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Teresa J. O'Neal, Secretary

Submitted for Approval  
Sherlyn Mosebey