

**AGENDA**  
**BEDFORD COUNTY BOARD OF COMMISSIONERS MEETING**  
March 14, 2023  
10:00 a.m.  
Room 101

**I: CALL TO ORDER**

**Those present:**

**II: ROLL CALL OF MEMBERS**

\_\_\_ Barry L. Dallara, Commissioner Chair  
\_\_\_ Deb Baughman, Commissioner Vice-Chair  
\_\_\_ Alan Frederick, Commissioner Secretary

**III. PUBLIC COMMENTS**

**IV: APPROVAL OF MINUTES**

February 14, 2023, minutes

**V: EXPENDITURES**

Payroll 2.24.23:	\$339,042.69	CK#:184198-184203
Payroll 3.10.23:	\$384,676.14	CK#:184204-184209
Stipend 3.03.23:	\$2422.13	
GENERAL 2.16.23:	\$304,457.63	
GENERAL 3.02.23:	\$126,640.17	
ACH:	\$517,881.56	
CYS 2.16.23:	\$122,123.48	
CYS 3.02.23:	\$83,272.19	
CDBG:	\$33,208.11	
LIQUID FUELS:	\$46,935.00	
COMMISSARY	\$16,255.86	
LEPC	\$611.94	

**VI: OLD BUSINESS**

**VII: COUNTY/STAFF UPDATES AND AWARDS/BIDS:**

**VIII: NEW BUSINESS**

- a) A motion to act on the changes on the Change of Assessment Notice Control Report for the month of February 2023. This is based upon the recommendation of Joyce Hillegass, Director of Tax Assessment.
- b) A motion to act on the Purchase of Service Agreement between Bedford County Children & Youth Services and Bedford County Juvenile Probation Office for the following period of July 1, 2022, through June 30, 2023, inclusive. This is based upon the recommendation of Christopher Gresko, Administrator Bedford County Children and Youth Services.

1. Merakey Agency, Pennsylvania

- c) A motion to act on approving Governor Wolf’s proclamation acknowledging the month of April as “Child Abuse Prevention Month.” This is based upon the recommendation of Christopher Gresko, Administrator of Bedford County Children and Youth Services.

***Child Abuse Prevention Month***  
***April 2023***

**WHEREAS**, every child in the Commonwealth deserves to be cared for by adults who provide love, protection, and a safe environment; and

**WHEREAS**, protected and unharmed childhoods produce self-assured and successful adults; and

**WHEREAS**, children who are abused and neglected can become permanently disabled and psychologically distressed adults - experiencing problems with substance abuse, crime or domestic violence against others, including their own children; and

**WHEREAS**, in Pennsylvania, 5,036 reports of child abuse were substantiated in 2021, and reports of child abuse and neglect have increased 14.5% from 2020 to 2021; and

**WHEREAS**, child abuse includes physical and psychological wounds inflicted upon a child, and abuse survivors wear physical and emotional scars for the rest of their lives; and

**WHEREAS**, protecting children against abuse and neglect requires the involvement of everyone—a combined effort is imperative to help families break the chains of abuse; and

**WHEREAS**, many dedicated organizations continue to work in cooperation with federal and state governments to increase public awareness and promote individual and community action as they strive to eradicate this devastating form of violence, protect children, and help build healthy families and communities where children can reach their potential.

**WHEREAS**, under hand and seal of the Governor on the 9<sup>th</sup> day of March 2016, Governor Tom Wolf proclaimed April as Child Abuse Prevention Month in Pennsylvania.

**NOW THEREFORE**, WE THE COMMISSIONERS OF BEDFORD COUNTY, do hereby proclaim the month of April 2023 as ***Child Abuse Prevention Month*** in Bedford County, Pennsylvania and encourage all citizens to cherish our children and join in protecting them from all forms of physical, sexual, and emotional abuse.

- d) A motion to act on approving the Pennsylvania Equal Pay Day Proclamation on behalf of the Bedford Business & Professional Women. This is based upon the recommendation of the Bedford County Commissioners.

**2023 PENNSYLVANIA EQUAL PAY DAY PROCLAMATION**

**WHEREAS**, 60 years after the passage of the Equal Pay Act, women, especially minority women, continue to suffer the consequences of unequal pay; and

**WHEREAS**, according to the U.S. Census Bureau, women working full time, year-round in 2021 typically earned 82 percent of what men earned; and

**WHEREAS**, ACCORDING TO THE Graduation Pay Gap, a research report by the American Association of University Women (AAUW), the gender pay gap is evident one year after college graduation, even after controlling for factors known to affect earnings, such as occupation, hours worked, and college major; and

**WHEREAS**, in 2009 the Lilly Ledbetter Fair Pay Act was signed into law, which gives back to employees their day in court to challenge a pay gap; and now we must pass the Paycheck Fairness Act, which would amend the Equal Pay Act by closing loopholes and improving the law's effectiveness; and

**WHEREAS**, according to one estimate, college-educated women working full time earn more than a one million dollars less than their male peers do over the course of a lifetime; and

**WHEREAS**, approximately 42% of mothers are primary breadwinners in their households and nearly two-thirds are primary or significant earners, making pay equity critical to families' economic security; and,

**WHEREAS**, a lifetime of lower pay means women have less income to save for retirement and less income counted in a Social Security or pension benefit formula; and,

**WHEREAS**, in the state of Pennsylvania, in the year 2020, full time working women earned real median income of \$46,000, and full- time working men earned real median income of \$58,000; and

**WHEREAS**, fair pay equity policies can be implemented simply and without undue costs or hardship in both the public and private sectors; and

**WHEREAS**, fair pay strengthens the security of families today and eases future retirement costs while enhancing the American economy; and

**WHEREAS**, March 14<sup>th</sup> is the date in 2023 that marks the day into the year on which it takes for women on average to earn what men did in 2022. That's 14.4 months or, if you look at typical 9:00 to 5:00 workday, women start working for free at 3:40 p.m.; and

**NOW, THEREFORE, We, the Bedford County Commissioners** do hereby proclaim Tuesday, March 24, 2021:

### **EQUAL PAY DAY**

In *Bedford, Bedford County*, we urge the citizens of *Bedford, Bedford County*, to recognize the full value of women's skills and significant contributions to the labor force, and further encourages businesses to conduct an internal pay evaluation to ensure women are being paid fairly.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of *Bedford, Bedford County*, to be affixed.

- e) A motion to act on the approval of the Proclamation for Sexual Assault Awareness Month. This is based upon the recommendation of Susan Hawthorne, Director of Your Safe Haven, Inc.

### **Sexual Assault Awareness Month**

*April 2023*

**WHEREAS**, Your Safe Haven, Inc. wishes to commemorate this month and promote public awareness of the incidences and consequences of sexual violence; and

**WHEREAS**, according to the CDC one in 4 girls and 1 in 13 boys experience sexual abuse in childhood with an estimated cost in the United States of \$9.3 billion.

**WHEREAS**, on average, there are 433,648 victims of rape and sexual assault each year in the United States

**WHEREAS**, 21% of women and 2.6 % of men have experienced rape. However, this still amounts to a significant figure, with over 3 million men reporting a rape during their lifetime.

**WHEREAS**, in more than half of rape cases involving female victims, the perpetrator was an intimate partner.

**WHEREAS**, it is imperative we stop sexual assault as younger people ages 12-34 are at the highest risk of sexual violence including rape and sexual assault; and

**WHEREAS**, each of us in this community has the power to speak up and support victims; and

**NOW THEREFORE BE IT RESOLVED** that our individual and collective efforts in Bedford County reflect our dream for a nation where no sexual assault victim goes unserved, or ever feels there is no path to comfort or justice; and

**BE IT FURTHER RESOLVED** that we, the Commissioners of Bedford County, recognize the dedication of Your Safe Haven, Inc. in working towards the elimination of sexual violence in our community.

**NOW THEREFORE**, WE THE COMMISSIONERS OF BEDFORD COUNTY, do hereby proclaim the month of April 2023 as *Sexual Assault Awareness Month* in Bedford County, Pennsylvania and urge the citizens of Bedford County to recognize the full value of the dedication of Your Safe Haven, Incorporated in working towards the elimination of sexual violence in our community.

f) A motion to approve the Proclamation for Bedford County 4-H. This is based upon the recommendation of the Bedford County Commissioners.

### **PENNSYLVANIA 4-H WEEK PROCLAMATION**

March 12 – 18, 2023

**WHEREAS**, 4-H is America’s largest youth development organization, supporting nearly six million youth across the country; and

**WHEREAS**, 4-H has helped youth in county to become confident, independent, resilient, and compassionate leaders as they learn by doing; and

**WHEREAS**, 4-H in Pennsylvania is delivered by Penn State Cooperative Extension in rural areas, small towns, and cities in all 67 counties of the Commonwealth to more than 77,000 youth ages 5–18;

**WHEREAS**, 4-H youth in Pennsylvania are served by a network of staff members and more than 6,000 adult volunteers who engage and mentor youth in learning activities and hands-on projects in topics such as animal science, civic engagement, STEM, and health and wellness;

**WHEREAS**, Pennsylvania 4-H Week showcases the incredible ways that 4-H inspires kids to achieve and highlights the remarkable 4-H youth in county who work each day to make a positive impact on those around them; and

**WHEREAS**, 4-H’s network provides youth with opportunities for leadership development, career exploration, problem solving, friendships, community involvement, passion, and purpose;

**NOW, THEREFORE**, we do hereby proclaim, as PENNSYLVANIA 4-H WEEK throughout county and encourage our citizens to acknowledge and celebrate 4-H for its valuable service and continued efforts to empower youth with a foundation of success for a lifetime.

g) A motion to act on the approval of the following personnel actions as received by Department Heads:

**a. New Hires**

1. Brewen Khuns, Correctional Officer, BCCF – 2.27.23

2. Suzanne Morrow, MDIT Coordinator, District Attorney – 2.23.23
3. Erica Lehman, PT Van Driver, CYS – 3.13.23
4. Cody Fischer, Correctional Officer, BCCF – 2.27.23
5. Derrick Skidmore, Correctional Officer, BCCF – 3.13.23
6. Fyline Miller, Caseworker I, CYS – 3.13.23
7. Dawn Polinski, Clerk Typist I, Prothonotary – 3.7.23
8. Kathleen Weitzel, Asst. Chief Clerk/Asst. Director of Elections, Commissioners/Elections – start date to be determined

**b. Transfers**

1. Autumn Weist, Social Services Case Aid to Caseworker I, CYS – 2.27.23
2. Debra Colyer, Clerk Typist II to First Deputy, Prothonotary – 2.20.23
3. Tristan Day, FT Correctional Officer to PT Correctional Officer – 2.20.23
4. Joshua Fetters, Correctional Officer to Lieutenant, BCCF – 3.27.23
5. Danny Weyant, Correctional Officer to Lieutenant, BCCF – 3.27.23
6. Dan Quarry, PT Correctional Officer to PT Training Lieutenant, BCCF – 3.27.23

**c. Separations**

1. Hannah Leppert, First Deputy, Prothonotary – 2.10.23
2. Mary Stickel, Correctional Officer, BCCF – 3.7.23
3. Joseph Hershberger, PT Van Driver, CYS – 3.17.23
4. Sharon Onstead, Asst. Chief Clerk/Asst. Director of Elections, Commissioners/Elections – 3.10.23
5. Nicholas Thompson, Correctional Officer, BCCF – 3.12.23
6. Noah Gilbert, Correctional Officer, BCCF – 3.23.23
7. Abigail Gordon, Caseworker I, CYS – 3.10.23
8. Andrea Ferguson, Administrative Assistant, Elections – 3.31.23
9. Gary Suder II, Correctional Officer, BCCF – 3.22.23
10. Carrie Wiser-Borosky, LPN, BCCF – 3.16.23
11. Joshua Kunkle, Correctional Officer, BCCF – 3.17.23
12. Hannah Zajac, Clerk Typist I, Register/Recorder – 3.6.23
13. Pamela Snyder, Clerk Typist II, MDJ-Everett – 3.9.23
14. Julia Bernazzoli, County Detective, District Attorney – 3.8.23
15. Kristy Weyant, Clerk Typist II, MDJ-Bedford – 3.24.23

**IX: COMMISSIONER COMMENTS/APPOINTMENTS/BID OPENINGS:**

bids

**X: ADJOURN:**

The next meeting will be held April 11, 2023, in Room 303 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 meetings of the Board of Commissioners.
- B. Any requests for matters to be placed on the Agenda shall be submitted in writing 2 business days prior to advertised meeting by 10:00 a.m. on 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 10:00 a.m. on the previous working day.
- C. The Agenda will be finalized by the Chief Clerk at 10:00 AM on the Monday (24 hours prior to the advertised meeting) 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 10:00 AM 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 residents or taxpayers 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 listed on the agenda for official action or deliberation which are 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 on items pertaining to the agenda 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.