

**Clinton County Government Study Commission Meeting**  
**February 1, 2006**  
**Minutes**

**Call To Order:**

Chairman Dan Harger called the Commission to order at 7:01 p.m. in the Learning Center Building of the Clinton County Resource and Education Center. The Pledge of Allegiance to the Flag was participated in by all present.

**Roll Call:**

Ms. Gardner took roll call as follows:

Present were Ms. Debra Day, Mr. Mike Hanna, Jr., Mr. Daniel Harger, Ms. June Houser, Dr. Kathleen McQuaid, Ms. Coreena Meyer, Mr. Richard Novosel, Mr. Terry O'Connor, and Mr. Les Robinson.

Excused were Mr. Ernie Renninger and Dr. Robert Wise.

Pennsylvania Economy League representatives present were Mr. Gerald Cross, Mr. Charles Waters and Mr. Joe Boyle.

**Approve Agenda:**

***Mr. O'Connor made a motion to approve the agenda for the February 1, 2006 meeting. Mr. Robinson seconded the motion. Ms. Gardner took a roll call vote whereby the motion to approve the Agenda was approved unanimously.***

**Meeting Minutes of January 18, 2006:**

***Ms. Day made a motion to approve the meeting minutes of January 18, 2006 with the following corrections.***

***Dr. McQuaid requested that the paraphrasing of Dr. Wise's letters dated January 9 and 13, 2006 which were read aloud to the Commission be omitted from the minutes. A statement of the letters being attached to the meeting minutes which were read aloud is sufficient. Also the price being charged to the Commission by Clinton County Government should read \$.05 not \$.5.***

***Mr. O'Connor stated that according to Roberts Rules of Order any abstentions on a vote are counted towards the number of votes that carried the motion. The final roll call vote on the request for Dr. Wise to resign should read 2 Yeas and 8 Nays not 2 Yeas, 6 Nays and 2 Abstentions.***

***Mr. Hanna seconded the motion. Ms. Gardner took roll call vote whereby the motion to approve the January 18, 2006 meeting minutes with the corrections noted above was approved unanimously.***

**Meeting Minutes of January 25, 2006:**

***Ms. Day made a motion to approve the meeting minutes of January 25, 2006 as presented. Mr. Hanna seconded the motion. Ms. Gardner took roll call vote whereby the motion to approve the January 25, 2006 meeting minutes as presented was approved unanimously.***

**Reports:**

Dr. McQuaid reported that Lock Haven University will not be able to host the Study Commission's proposed web site. She has spoken with Sue Watson, Clinton County MIS Department who proposed a link on the Clinton County website to the Study Commission website. Minutes can be emailed to her and any hard copies can be scanned for the website. Dr. McQuaid will format a letter to the County Commissioners requesting a link from the County website to the Study Commission website and requesting Sue Watson's help in this endeavor.

**Old Business:**

**Pennsylvania Economy League:**

The Pennsylvania Economy League gave the Commission Members the following documents:

- PEL Contact information for the Commission Members.
- Information Requested by the PEL.
- Focusing the Commission's Efforts.
- Comments on the Timetable.
- General Timetable - Chart 1
- Typical Timetable - Chart 2
- Home Rule in Pennsylvania from the Governor's Local Government Services.

The Commission Members noted that the documents requested on the Information Request Sheet are available. The only item the Commission does not have is the 2004 audit. Ms. Day, Commission Secretary will be the primary contact person for the Pennsylvania Economy League. Ms. Day will forward copies of the information to the PEL.

Ms. Day will contact the Commissioners to request a copy of the 2004 audit and 2005 audit when available. She will also request written verification of November 18, 2005 as the certification date for the Clinton County Government Study Commission.

The Pennsylvania Economy League reviewed the objective of the next few meetings. The Commission will study Clinton County government to make one of three choices: no change, optional plan, or home rule charter. The PEL will keep the Commission on the track with what offices and duties fall under their jurisdiction for study and what does not. The Commission is to study the strengths and weaknesses of this county government.

The Pennsylvania Economy League reviewed each decision option, Commission duties involved with each decision, how the option will change the county government, and the timeline associated with each option.

The Pennsylvania Economy League will provide a solid foundation going forward. They will help the Commission Members to study Clinton County government thoroughly and objectively. Once the Clinton County citizens vote on an option put forth by the Study Commission it becomes the law and cannot be changed for another 5 years.

One of the first objectives of the Commission will be to interview current and past Row Officers, Sheriffs and Commissioners. The Pennsylvania Economy League will have a set of questions to be used for each interview to help facilitate the discussion between the Commission members and the past and present officials being interviewed. The interviews will center on the functions of their offices and what functions could be added or changed. The PEL stated the interviews should take place at the meetings so all Commission Members are available to be present at the interviews. A debriefing session will occur after the interviews for the PEL to help the Commission Members interpret the answers of the interview sessions. The Pennsylvania Economy League stated how many interviews should take place at one particular meeting depends on what officers are being interviewed and how many past office holders may be available for interviews. As a general rule 20 to 30 minutes should be allotted for each interview. The Commission can decide who to interview in what order, how many interviews at each meeting and whether the Commissioners are to be interviewed together or separately. The Commission noted that Commissioners should be interviewed last to give the Commission an opportunity to sharpen their interview skills and collect information that will be beneficial in interviewing the Commissioners.

The Administrative Committee will meet to review the organizational structure and decide the order of the offices to be interviewed and contact those officers. The Commission decided that the officers both past and present would be contacted by phone with a follow-up letter thanking them for their participation in the interviews. Ms. Day will notify the PEL of the officers being interviewed and the meeting date for the specific interviews. The PEL will have the questions ready for all the offices.

The Pennsylvania Economy League noted that they are working for the Clinton County Government Study Commission and will not address any questions from the public once the PEL has the floor.

### **New and Continuing Business:**

#### **Invoice Review:**

No invoices are available for approval at this meeting.

**Public Comment:**

Mr. Ed Clausen suggested that the Clinton County Government Study Commission make official statements periodically so the public is hearing from the Commission Members what is taking place at the meetings. It was pointed out that the original meeting minutes are available for review in the Commissioner's office. A Study Commission website is also being proposed.

Mr. Richard Morris asked if Clinton County decided to adopt a home rule charter will that change the County's 6<sup>th</sup> class status. The Pennsylvania Economy League stated a home rule charter is not disruptive of class status.

**Comments from Members:**

Dr. McQuaid reported that Mr. John Pursley stated a copy of the County Code Book and Commissioners Handbook is available at the Ross Library for anyone who would like to review the documents. Ms. Houser suggested using the Ross Library as a resource for the Clinton County citizens to be kept informed of the Study Commission's progress.

Ms. Day reported the County Code books have been ordered. Representative Hanna's office will contact her when they are ready to be picked up.

**Adjournment:**

**Ms. Houser made a motion to adjourn the meeting at 9:09 p.m. Dr. McQuaid seconded the motion.**

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Deb Day, Secretary  
Clinton County Government Study Commission

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