

COMMISSIONER'S BOARD MEETING MINUTES JANUARY 4, 2023

Present for the meeting: Commissioners Mark S. Kingston, Robert J. Snyder, Jr. and Norman J. Wimer. Also present were Treasurer Stacey Barnes, Sheriff William Carbaugh and Kara O'Neil from the Derrick.

- I. Pledge of Allegiance / Call to Order: Commissioner Kingston called the meeting to order at 10:00 a.m. after leading the group in the Pledge of Allegiance and a moment of silence.
- II. Visitor Recognition / Public Comment: Commissioner Kingston welcomed newly appointed Commissioner Wimer. Commissioner Wimer stated he is pleased to be serving, by fulfilling the term of retired Basil Huffman for the year 2023.
- III. Consent Agenda: Commissioner Wimer made a motion to approve the Consent Agenda as presented with the exception of the annual agreement of Cody B. Magill. Commissioner Snyder seconded the motion.

Commissioner Snyder made a motion to approve the agreement between the County of Forest and Cody B. Magill for Data Entry Services for the Pennsylvania Department of Health. Commissioner Kingston seconded the motion. Commissioner Wimer abstained. The motion carried.

- 1. Approval of the minutes from the December 21, 2022 Commissioner meeting.
- 2. Approval for the following to items to be ordered:

2 packs Avery Labels	\$21.36	Probation Department
Address Labels		Probation Department
2 packs AA batteries	\$41.42	Central Supply
4 boxes letter size folders	\$43.52	Central Supply
Plastic cutlery	\$13.70	Minor Supply
Cleaning mop for Justice Bldg	\$23.49	Cleaning Supplies
Eureka Vacuum for Justice Bldg	\$76.49	Cleaning Supplies
2 Replacement AED Battery packs	\$350.00	Minor Supply
2 Books of Deposit Slips	\$28.00	District Court 37-4-03
2 Books of Deposit Slips	\$28.00	District Court 37-4-93

- 3. Motion to approve the following Annual Agreements:
 - Swanson, Bevevino & Sharp, P.C. Solicitor Services
 - Zimmerman Lumber Winter Maintenance/District Court 37-4-03
 - Ray H. Saxton Winter Maintenance/Tower Road
 - Kingsley Township Winter Maintenance/Kelletville Bridge
 - Computer Guru IT Services
 - Cody B. Magill PA DOH Data Entry Services
 - 2023 Municipal Tax Data Processing Agreements

- IV. Approval of Bills: Commissioner Snyder made a motion to pay the following bills. Commissioner Wimer seconded the motion. The motion carried unanimously.

General Fund Payroll	\$50,364.70
General Fund Bills	\$47,681.23
Transportation Payroll	\$12,980.05
Transportation Bills	\$19,824.41
Children & Youth Payroll	\$11,961.87
Children & Youth Bills	\$66,944.18

V. Old Business: The Commissioners noted that Broadband Poles being currently being set up at Dead Horse Hollow Road and Gilfoyle Road represent poles 4 and 5, with another pole in storage at the time. Broadband will be an ongoing project for a long time to come as long as funds are available.

VI. New Business:

1. Commissioner Snyder made a motion for the County Treasurer to make a check out of the Operating Reserve Fund in the amount of \$33,855.00 payable to Laurel Auto Group in Windber PA for the 2022 Ford Interceptor Sheriff's Vehicle. Monthly payments shall be made from the Sheriff's budget to reimburse the Operating Reserve Fund. Commissioner Wimer seconded the motion. The motion carried unanimously.
2. Commissioner Wimer made a motion for the County Treasurer to transfer \$100,000.00 from the General Fund Money Market Account to the General Fund for operating expenses. Commissioner Snyder seconded the motion. The motion carried unanimously.
3. Commissioner Snyder made a motion for the County Treasurer to make a check out of the Liquid Fuels Account in the amount of \$405.00 payable to Kingsley Township for winter maintenance of Kelletville Bridge the month of December. Commissioner Wimer seconded the motion. The motion carried unanimously.
4. Commissioner Snyder made a motion for the County Treasurer to make the following checks from the 911 Account:

Mobilcom	\$18,900.00	2023 911 Maintenance Agreement
Warren County 911	\$11,695.72	1 st quarter 2023 Emergency Dispatch Services
Clarion County 911	\$11,695.00	1 st quarter 2023 Emergency Dispatch Services
General Fund	\$2,513.50	2023 Annual Cost Allocation for Property/Liability Ins.

Commissioner Wimer seconded the motion. The motion carried unanimously.
5. Commissioner Wimer made a motion for the County Treasurer to make the following check from the Visitor Center Account:

General Fund	\$1,127.00	2023 Annual Cost Allocation for Property/Liability Ins.
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Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Snyder made a motion for the County Treasurer to make the following checks from the Title III Account:

General Fund	\$184.99	Reimbursement for cleaning items (sweeper)
Forest County Extension	3,758.36	January Allocation and personnel expenses

Commissioner Wimer seconded the motion. The motion carried unanimously.
7. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Act 13 Legacy Fee Account in the amount of \$181.50 payable to HRG Engineering, Inc. for professional services related to the Mayburg Bridge Multi Modal Grant Application. Commissioner Snyder seconded the motion. The motion carried unanimously.
8. Commissioner Snyder made a motion for the County Treasurer to make a check out of the ARPA Account in the amount of \$61,499.00 payable to Mobilcom for the Broadband Expansion project at Dead Horse Hollow site in Jenks Township. Commissioner Wimer seconded the motion. The motion carried unanimously.

VII. Adjournment:

Commissioner Snyder made a motion to adjourn. Commissioner Wimer seconded the motion. The meeting adjourned at 10:18 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk