

COMMISSIONER'S BOARD MEETING MINUTES FEBRUARY 1, 2023

Present for the meeting: Commissioners Mark S. Kingston, Robert J. Snyder, Jr. and Norman J. Wimer. Also present was Treasurer Stacey L. Barnes, Sheriff William D. Carbaugh, Joseph and Donna Calla (members of the public) and Kara O'Neil from the Derrick was present via telephone.

- 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: There was no public comment.
- III. Consent Agenda: Commissioner Snyder made a motion to approve the consent agenda. Commissioner Wimer seconded the motion. The motion carried unanimously.
 - 1. Motion to approve the minutes of the January 18, 2023 Commissioners Meeting.
 - 2. Motion to approve ordering the following items:

500 Voter Window Envelopes	Election Office
Stapler	Treasurer's Office
Exit Light Batteries \$60.57	Visitor Center
Toner Cartridge	Public Defender
Kitchen Supply	Bldgs. & Grounds Minor Supply
 - 3. Miriah Tkach, Deputy Clerk of Courts is requesting approval for she and Jennifer L. Brady to attend the Annual Spring Conference for the Register of Wills/Clerk of Orphans Court Association on April 19-20, 2023 in State College. Registration is \$75.00 each and \$129.00 for one night of lodging. Mileage will be requested upon return.
 - 4. Motion to approve the Agreement between Michelle M. Alaskey, Esquire, PO Box 8966, Erie, PA 16506 and the County of Forest for the provision of legal services as related to the Treasurer's Office at a rate of \$100.00 per hour.
 - 5. Motion to approve the Agreement between Michelle M. Alaskey, Esquire, PO Box 8966, Erie, PA 16506 and the County of Forest for the provision of legal services as related to the Prothonotary, Clerk of Court, Clerk of Orphan's Court, Recorder of Deeds and Register of Wills Office at a rate of \$100.00 per hour.
 - 6. The Sheriff is requesting approval for Guth Laboratories to repair the DUI Simulator at a cost of \$213.12 and to purchase additional pre-mix solutions at a cost of \$65.34.
- IV. Approval of Bills: Commissioner Wimer made a motion to approve paying the bills. Commissioner Snyder seconded the motion. The motion carried unanimously.

General Fund Payroll	\$45,963.48
General Fund Bills	60,392.24
Transportation Payroll	\$14,351.49
Transportation Bills	\$5,961.70
Children & Youth Payroll	\$12,263.72
Children & Youth Bills	\$3,918.22

- V. Old Business:
 - 1. Commissioner Snyder informed the group that the electric has been put on the poles at Deadhorse Hollow Road and Guilfoyle Road and the broadband should be active beginning next week.

VI. New Business:

1. Commissioner Snyder made a motion to approve the request for Coroner Wimer to attend the Annual Coroner Training in Johnstown on May 5, 2023. Registration, hotel, mileage and meals (if necessary) will be reimbursed by the Coroner Act 153 Training Fund and for Chief Deputy, Cody Magill to attend Coroner Training in Danville April 4-6, 2023. Registration, hotel, mileage and meals (if necessary) will be reimbursed by the Coroner Act 153 Training Fund. Coroner Kingston seconded the motion. Commissioner Wimer abstained. The motion carried.
2. Commissioner Snyder made a motion for the County Treasurer to make the following checks out of the Title III Account:

Penn State Extension	\$3,758.36	February Allocation/Personnel Expenses
Penelec	\$101.39	Account #100133270577

Commissioner Wimer seconded the motion. The motion carried unanimously.
3. Commissioner Wimer made a motion for the County Treasurer to make the following checks out of the Visitor Center Account:

General Fund	\$167.83	Reimbursement for utilities paid
Penelec	\$55.95	Account #100111996839
Tionesta Borough	\$105.82	Account #2161-0

Commissioner Snyder seconded the motion. The motion carried unanimously.
4. Commissioner Snyder made a motion for the County Treasurer to change the product type of the ARPA Account to an ARPA Money Market Account. Commissioner Wimer seconded the motion. The motion carried unanimously.
5. Commissioner Wimer made a motion to advertise Ordinance 1 of 2023 for public comment for a period of thirty (30) days, this being an Ordinance to provide regulations for the use of Forest County Non-Residential Solar Energy Systems. Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Operating Reserve Account in the amount of \$633.75 payable to C. J. Snyder Construction for installation of gutters and downspouts on the Transportation Department Building in Marienville. This invoice will be submitted as a reimbursement request for PComp Safety Improvement Grant Funds. Commissioner Kingston seconded the motion. Commissioner Snyder abstained. The motion carried.
7. Commissioner Snyder made a motion to approve the application for a PComp Safety Improvement Grant for the purchase of AED's in County buildings that do not have an AED, replacement pads for current AED's and CPR/AED training. Commissioner Wimer seconded the motion. The motion carried unanimously.
8. Commissioner Wimer made a motion to approve the request for purchase of the Property in the Repository located at 214 Elm Street, Tionesta, PA, Map #19-08-119-00 by the Tionesta Borough in the amount of \$100.00 plus all filing fees. Commissioner Snyder seconded the motion. The motion carried unanimously.
9. Commissioner Wimer made a motion for the County Treasurer to transfer \$489,614.29 from the ARPA Account into a Certificate of Deposit to be named Tribal Funds CD. This CD will earn 4.1% interest for a 9-month period. Commissioner Snyder seconded the motion. The motion carried unanimously.
10. Commissioner Snyder made a motion for the County Treasurer to transfer \$640,004.54 from the Operating Reserve Money Market Account into a Certificate of Deposit named Operating Reserve Fund CD. This CD will

earn 4.1% interest for a 9-month period. Commissioner Wimer seconded the motion. The motion carried unanimously.

11. Commissioner Snyder made a motion for the County Treasurer to transfer \$17,202.08 from the Operating Reserve Account into the Operating Reserve Money Market Account. Commissioner Wimer seconded the motion. The motion carried unanimously.
12. Commissioner Snyder made a motion for the County Treasurer to close the Forest County CARES Account and deposit \$20.19 that is accumulated interest into the Operating Reserve Account. Commissioner Wimer seconded the motion. The motion carried unanimously.
13. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Forest County Human Services Development Fund in the amount of \$18,498.00 payable to Forest County Transportation for transportation assistance to Aging clients (age 65 and over) for the months of August through December 2022. Commissioner Snyder seconded the motion. The motion carried unanimously.
14. Commissioner Wimer made a motion to approve Resolution #1 of 2023 Designating the Redevelopment Authority of the County of Clarion as the Eligible Applicant through the Department of Community and Economic Development Whole Home Repairs Program. This grant is in the amount of \$200,000.00 to be utilized to provide funding for county-wide agencies to address habitability and safety concerns, provide measures to improve energy or water efficiency and make units accessible for individuals with disabilities. Commissioner Snyder seconded the motion. The motion carried unanimously.
15. Commissioner Snyder made a motion to approve the Whole Home Repairs Program Cooperation Agreement between the County of Forest and the Redevelopment Authority of Clarion County, whereas the "Authority" shall be designated to act as the "County's" Agent in preparing the application through the Whole Home Repairs Program and to carry out the Program in accordance with the Department of Community and Economic Development guidelines. Commissioner Wimer seconded the motion. The motion carried unanimously.
16. Adjournment: Commissioner Snyder made a motion to adjourn. Commissioner Wimer seconded the motion. The meeting adjourned at 10:10 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk