

COMMISSIONER'S BOARD MEETING MINUTES MAY 3, 2023

Present for the meeting: Commissioners Mark Kingston, Robert Snyder, Jr. and Norman Wimer. Also present were Treasurer Stacey Barnes, Prothonotary, Recorder/Register Miriah Tkach, Sheriff William Carbaugh, Joe Calla from the public 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: There was none.
- III. Consent Agenda: Commissioner Wimer made a motion to approve the consent agenda as presented. Commissioner Snyder seconded the motion. The motion carried unanimously.
 - 1. Motion to approve the minutes of the April 19, 2023 Commissioner Board Meeting.
 - 2. Motion to approve the April Tax Claim Distribution:

Forest County	\$12,059.83
Forest Area School District	\$26,901.37
Municipalities	\$2,471.61
 - 3. Motion to approve the following purchases:

Envelopes		Prothonotary
Various Central Supplies		Central Supply
Ink/Yellow paper	\$765.00	Elections
Garbage bags (1 box)		Bldgs & Grounds/Minor Supply
 - 4. Sheriff Carbaugh is requesting approval to attend the 2023 Sheriff's Association Summer Conference in State College. A \$500.00 check for registration is requested and the room shall be put on the credit card for lodging in the amount of \$396.27.

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

General Fund Payroll	\$56,365.17
General Fund Bills	\$86,426.57
Transportation Payroll	\$13,563.81
Transportation Bills	\$1,064.56
Children & Youth Payroll	\$12,263.72
Children & Youth Bills	\$6,834.78

- V. Old Business: The Commissioners have spoken with Terry Dreihaup and the process for changing email domains for the County has begun. The County will be going to a pa.gov domain with Microsoft as the server. Additionally, 2 Factor Authentication will be implemented as well.
- VI. New Business:
 - 1. Commissioner Snyder made a motion for the County Treasurer to make a check out of the Human Services Development Fund in the amount of \$5,827.10 payable to Forest County Transportation for February and March adult transportation trips. Commissioner Wimer seconded the motion. The motion carried unanimously.

2. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Human Services Development Fund in the amount of \$750.00 payable to Central Electric Company for client utility assistance. 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 ERAP II Account in the amount of \$216,000.00 payable to Department of Human Services, Bureau of Financial Operations for the underspent portion of ERAP Funds as determined by the Department of Human Services and the provider agency. Commissioner Wimer seconded the motion. The motion carried unanimously.
4. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Visitor Center Account in the amount of \$53.22 payable to Penelec for the April electric bill. Commissioner Snyder seconded the motion. The motion carried unanimously.
5. Commissioner Snyder made a motion for the County Treasurer to make the following checks out of the Title III Account:

Penelec	\$85.81	Account #100133270577
Penn State Extension	\$3,758.36	May Allocation and personnel expenses

 Commissioner Wimer seconded the motion. The motion carried unanimously.
6. Commissioner Wimer made a motion to approve the PCorp Loss Prevention Grant Application in the amount of \$4,400.00 to pay for the removal of 2 dead trees, trimming 1 diseased tree and to include stump removal and clean-up. Commissioner Snyder seconded the motion. The motion carried unanimously.
7. Commissioner Snyder made a motion to approve the PCorp Loss Prevention Grant Application in the amount of \$6,942.25 to fund the purchase of a generator and installation for the Forest County Transportation Building. Commissioner Wimer seconded the motion. The motion carried unanimously.
8. Commissioner Wimer made a motion to accept the resignation of Peter Wadlow as part time Emergency Management Coordinator effective May 5, 2023. Commissioner Snyder seconded the motion. The motion carried unanimously.
9. Commissioner Snyder made a motion to approve the Agreement between Warren County and Forest County whereby Warren County Veterans Affairs personnel will serve Forest County Veterans 13 hours per week in return, Forest County shall pay to Warren County \$810.68 per week plus mileage for these services effective May 5, 2023. This agreement shall negate the Salary Board action taken on April 19, 2023 with Mary Allen.

VII. Adjournment: Commissioner Snyder made a motion to adjourn. Commissioner Wimer seconded the motion. The meeting adjourned at 10:20 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk