

COMMISSIONER'S BOARD MEETING MINUTES NOVEMBER 2, 2022

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Present for the meeting: Commissioners Mark Kingston, Robert Snyder, Jr. and Basil Huffman, Treasurer Stacey Barnes, Community & Economic Development Coordinator Robin Corapi, Sheriff William Carbaugh and Kara O'Neil from the Derrick.

- I. Pledge of Allegiance / Call to Order: Commissioner Kingston called the meeting to order 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 Huffman made a motion to approve the consent agenda. Commissioner Snyder seconded the motion. The motion carried unanimously.
  1. Approval of the minutes from the October 19, 2022 Commissioner meeting.

2. Approval of the Transportation Department request to purchase 3 plow shoes at a cost of \$163.53.
3. Approval to order a new HP Business Desktop Computer with Windows 11 Pro, 2019 Microsoft Office Home and Business, 2 HP 27" Monitors and set-up from Computer Guru at a cost of \$2,119.96 for the Chief Probation Office.
4. Approval to purchase 23 new tablets and otter-boxes for Transportation at a cost of \$3,426.54 to replace the old ones were having issues and additional ones needed purchased for more drivers.
5. Approval for the following to items to be ordered:
 

Mini Blind	\$30.82	Visitor Center
Various central supplies		
Various paper products		
Bona floor cleaner		
Toilet paper and bowl cleaner		Annex Building
36'X300' Ink Jet Plot Bond	\$107.06	Planning & Conservation
Canon ink set	\$298.37	Planning & Conservation
6. Approval to transfer the following items from the Pass-Through Account to the following:
 

Transportation Account	\$27,284.00	FY 22-23 MATP 2 <sup>nd</sup> Quarter advance
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IV. Approval of Bills: Commissioner Snyder made a motion to approve paying the following bills. Commissioner Kingston seconded the motion. The motion carried unanimously.

General Fund Payroll	\$50,149.81
General Fund Bills	\$14,506.46
Transportation Payroll	\$14,083.95
Transportation Bills	\$15,924.99
Children & Youth Payroll	\$11,866.67
Children & Youth Bills	\$4,839.58

V. Old Business: The ambulances that were to be delivered this fall have been delayed until at least next April.

VI. New Business:

1. Commissioner Snyder made a motion for the County Treasurer to make a check out of the Act 13 Legacy Fee Account in the amount of \$59.75 payable to the Forest County Recorder of Deeds for a deed transfer of the Forest County Parcel #16-06D-119-0 located at 101 Cherry Street, Marienville, PA 16239 from Tomkins to the Forest County Industrial Development Authority in order for the property to undergo remediation. Commissioner Huffman seconded the motion. The motion carried unanimously.
2. Commissioner Snyder made a motion to approve the nominees submitted by the Forest County Business Alliance as Conservation District Directors as follows:
 

Leonard Hetrick	Public Director	January 1, 2023-December 31, 2026
Robert Wagner	Farmer Director	January 1, 2023-December 31, 2026
David Yeany	Associate Director	January 1, 2023-December 31, 2026

 as well as the Commissioner Director Appointment of Mark Kingston for the one-year term January 1, 2023-December 31, 2023. Commissioner Snyder seconded the motion. Commissioner Kingston abstained. The motion carried.
3. Commissioner Huffman made a motion for the County Treasurer to make a check out of the ARPA Account in the amount of \$1,650.00 payable to Mobilcom to pay the one-time installation fee of new broadband subscribers per invoice #000824. Commissioner Snyder seconded the motion. The motion carried unanimously.
4. Commissioner Snyder made a motion for the County Treasurer to make the following check out of the Visitor Center Account:
 

Penelec	\$46.33	Account #100111996839
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 Commissioner Huffman seconded the motion. The motion carried unanimously.
5. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Act 13 Legacy Fee Account in the amount of \$2,930.00 payable to HRG Engineering for the professional services related to the Multi Modal Grant for Mayburg Bridge. Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Snyder made a motion for the County Treasurer to make the following checks out of the Title III Account:
 

Forest County Extension	\$3,758.36	November allocation/personnel expenses
Penelec	\$71.26	Account #100133270577

 Commissioner Huffman seconded the motion. The motion carried unanimously.
7. Commissioner Snyder made a motion for the County Treasurer to make the following checks out of the 911 Fund:
 

Centre Communications, Inc.	\$3,996.00	Marienville Tower site battery backup
Environmental Systems Research Institute Inc.	\$3,000.00	Annual GIS software maintenance
M. Curtis Kiefer	\$246.85	Mileage for NENA Conference, 911 Addressing

 Commissioner Huffman seconded the motion. The motion carried unanimously.
8. Commissioner Huffman made a motion to approve the Purchase of Service Agreement between Forest County (Children & Youth Services) and Adelphoi Village, Inc., 354 Main Street Latrobe, PA 15650 for the provision of child welfare services for

children and youth effective July 1, 2022-June 30, 2023. Commissioner Snyder seconded the motion. The motion carried unanimously.

9. Commissioner Snyder made a motion to approve the Purchase of Service Agreement between Forest County (Children & Youth) and George Junior Republic, 233 George Junior Road, Grove City, PA 16127 for the provision of child welfare services effective July 1, 2022-June 30, 2023. Commissioner Huffman seconded the motion. The motion carried unanimously.
10. Commissioner Huffman made a motion to adopt Resolution #20 of 2022, pursuant to Act 57 of 2022 relative to Local Tax Collection Law. Commissioner Snyder seconded the motion. The motion carried unanimously.
11. Commissioner Snyder made a motion to approve a Revision to the drawdown request previously made for the Hemlock and Spruce Sidewalk project to be paid to Jenks Township. The request had been for \$86,166.73 to be drawn and paid. The revised request is for \$186,000.00. The balance will be paid upon DCED approval of a revision that has been submitted. Commissioner Huffman seconded the motion. The motion carried unanimously.

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

VIII. Salary Board: Commissioner Kingston immediately opened Salary Board.

1. Commissioner Snyder made a motion to approve the promotion of Mark Rhoads as Chief Probation Officer at a rate of \$26.10 per hour effective October 30, 2022. Commissioner Huffman seconded the motion. This request was made by President Judge Skerda.

Commissioner Huffman made a motion to close salary board. Treasurer Stacey Barnes seconded the motion. The meeting closed at 10:25 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk