

COMMISSIONER’S BOARD MEETING MINUTES MARCH 15, 2023

Present for the meeting: Commissioners Mark Kingston, Robert Snyder and Norman Wimer. Also present were Sheriff Bill Carbaugh, Chief Probation Officer Mark Rhoads, Treasurer Stacey Barnes and members of the public Joe Calla and Ken Butler . Kara O’Neil from the Derrick was present via teleconference.

- 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 Ken Butler and Joe Calla and asked if they had something to discuss. Ken Butler stated that as a Titusville Hospital Board Member he was interested in information related to the ambulance services in the County. It was agreed to discuss this later. Joe Calla had no comment.

- 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. Chief Assessor, Curt Kiefer is requesting approval to attend the Annual Assessors’ Association Conference, May 3-5, 2023 at the Pocono Manor, PA. This will provide 15 credits of the 28 credits required every two years to maintain his CPE certificate.

 - 2. Treasurer Stacey Barnes is requesting approval to attend the Spring Treasurer’s Conference in State College on April 20, 2023, no fees except mileage will be required.

 - 3. The Tax Claim Director, Denise Saxton is requesting approval to make the February Distribution from the Tax Claim Bureau Account:

Forest County	\$29,061.80
Forest Area School District	\$64,561.21
Municipalities	\$4,194.49

 - 4. Approval is requested by the Treasurer’s Office to order the following supplies:

Paper products	Buildings and Grounds/Minor Supply
2 Boxes of Copy Paper	Central Supply
Various office supplies	Central Supply
Sweeper wheels	\$9.99 Cleaning Supply
2- “Will Return” Signs/Swiffer pads/Cleaner	Visitor Center
2- “Will Return Signs	\$2.19 Treasurer/Commissioners
CYS Stamp	\$17.90 Children & Youth
Swiffer pads	Annex Cleaning
Starfish Carnival supplies	\$100.00 Act 198 Funds
Canon Ink/Minute Book Paper	Conservation & Planning
Ink pad	\$12.99 Sheriff

- 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	\$51,757.28
General Fund Bills	\$64,014.38
Transportation Payroll	\$13,659.50
Transportation Bills	\$18,485.61
Children & Youth Payroll	\$12,586.67
Children & Youth Bills	\$46,870.31

V. Old Business:

1. Commissioner Wimer made a motion to approve the office chair that was ordered for the law library at a cost of \$229.95 and to order 9 more like it and that these chairs will be paid for from the Operating Reserve Account. Commissioner Snyder seconded the motion. The motion carried unanimously.

VI. New Business:

1. Commissioner Snyder made a motion to approve the minutes of the March 1, 2023 Commissioners Board Meeting. Commissioner Wimer seconded the motion. The motion carried unanimously.
2. Commissioner Snyder made a motion for the County Treasurer to make a check out of the Veterans Transportation Account in the amount of \$405.05 payable to Forest County Transportation for February veterans co-pays and full fares. Commissioner Wimer seconded the motion. The motion carried unanimously.
3. Commissioner Wimer made a motion for the County Treasurer to make checks out of the 911 Fund:

Windstream	\$47.50	Account #021428743
Verizon	\$183.00	Account #450778786000196

Commissioner Snyder seconded the motion. The motion carried unanimously.
4. Commissioner Snyder made a motion for the County Treasurer to make a check out of the ERAP II Account in the amount of \$11,860.78 payable to Warren-Forest EOC for Invoice #11. Commissioner Wimer seconded the motion. The motion carried unanimously.
5. Commissioner Wimer made a motion for the County Treasurer to make a check out of the Operating Reserve Account in the amount of \$680.00 payable to Eric B. McFadden, 135 Alcorn Avenue, Oil City, PA 26301 for 8 hours of CPR/AED/First Aid Instruction of 24 staff members. Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Snyder made a motion to adopt the duly advertised Ordinance 1 of 2023, Forest County Non-Residential Solar Energy Systems for the regulation of non-residential solar energy systems in order to promote the general health, safety and welfare of the community. 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 Operating Reserve Money Market Account in the amount of \$14,319.50 payable to Mobilcom for Invoices #61143 and 61379 for work on the Yellowhammer Project. This payment will count towards the 20% match required for the ARC Grant for Broadband Expansion. 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 Forest County Improvement Fund in the amount of \$1,249.95 payable to Computer Guru for 5 Microsoft Home and Business 2019 updates. Commissioner Wimer seconded the motion. The motion carried unanimously.
9. Commissioner Snyder made a motion to seek bids to remove two diseased and dying trees and to trim another tree on Courthouse grounds upon recommendation of Scott Sjolander, Urban Forestry Educator, Penn State Extension. Commissioner Wimer seconded the motion. The motion carried unanimously.

- VII. Public Discussion: Mr. Butler as a member of the Titusville Hospital Board asked for information related to the ambulance issues being faced and said he is going to each municipality and the County to discuss what is happening locally. Commissioner Snyder stated that Tionesta Ambulance is currently struggling with manpower issues and that they call out of service to the 9-1-1 Center at least 50% of the time. He also said that Marienville

Area has minimal ambulance service since Clarion stopped services approximately three years ago. The Commissioners have been meeting with municipalities and surrounding County Commissioners discussing options for assisting each side of the County with providing ambulance service to its residents and visitors to the area. The possibility of a 501C-3 Authority is being talked about. An authority would have the authority to assess a fee for emergency services on each property. Joe Calla mentioned that March 23, 2023 will be the next ambulance meeting at the Jenks Township Municipal Building at 4:30 p.m.

VIII. Adjournment: Commissioner Snyder made a motion to adjourn the meeting at 10:20 a.m.

IX. Salary Board: Commissioner Kingston called the Salary Board Meeting to order at 10:45 a.m.

1. Commissioner Snyder made a motion to increase the hours of the Deputy Treasurer from 6 hours per day to 7 hours per day effective immediately. The person in this position has taken on the added duties of purchasing for the County and there will be changes this year to how antlerless licenses need processed requiring more time. Commissioner Wimer seconded the motion. The motion carried unanimously.
2. Commissioner Wimer made a motion to approve the request from Judge Miller for Andrea Cussins, Office Manager to receive an increase of \$1.05 per hour plus mileage up to twice a week, with the exception of training needs. To be effective March 19, 2023. Commissioner Snyder seconded the motion. The motion carried unanimously.

Commissioner Snyder made a motion to close the meeting. Treasurer Stacey Barnes seconded the motion. The meeting adjourned at 10:55 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk