

Present for the meeting: Commissioners Mark S. Kingston, Robert J. Snyder, Jr. and Norman J. Wimer. Also present were Treasurer Stacey Barnes, Community & Economic Development Coordinator Robin Corapi and Kara O'Neil from the Derrick via teleconference.

- I. Pledge of Allegiance / Call to Order: Commissioner Kingston opened the meeting 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. Commissioner Snyder seconded the motion. The motion carried unanimously.
 1. Motion to approve the minutes of the May 3, 2023 Commissioner Board Meeting.
 2. Motion to approve the following transfers from the Pass-Through Account:

Act 89 Account	\$10,388.28	Annual Bridge Allocation
Transportation Account	\$25,877.00	PWD/Shared Ride
 3. Motion to approve the following purchases:

Mulch from Cyphert's Delivery	\$264.00	including delivery Buildings & Grounds
Building sign		Justice Building
Privacy window film		Buildings & Grounds
Folding table	\$197.57	Veterans Affairs
AED Batteries		Buildings & Grounds
2 Push Mowers	\$615.00	Probation
100' Tape measure/First Aid Kit	\$164.45	Planning/Conservation
Tri-fold towels		Buildings & Grounds
 4. Motion to approve the purchase of a \$2,975.00 Ricoh IM C4500 heavy duty commercial color copier for the Planning and Conservation District Department, to be paid for with Planning and Conservation District General Funds.
 5. Motion to approve the Chief Clerk and Jean Ann Hitchcock to attend the CCAP County Administration Conference in State College May 31-June 2nd. Registration fee of \$260.00 and Lodging at \$134.00 plus tax is requested and mileage will be requested upon return.

- 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	\$65,095.58
General Fund Bills	\$34,294.61
Transportation Payroll	\$18,956.87
Transportation Bills	\$38,766.50
Children & Youth Payroll	\$12,147.50
Children & Youth Bills	\$12,313.44

- V. Old Business: There was no old business.
- VI. New Business:
 1. Commissioner Snyder made a motion to approve Coroner Wimer's request to attend the 2023 PA State Coroner's Association Conference, September 18-22, 2023 at Bedford Springs Resort, 50% of all expenses shall be reimbursed by the Act 154 Training Account. Commissioner Kingston seconded the motion. The motion carried. Commissioner Coroner abstained.
 2. Commissioner Wimer made a motion for the County Treasurer to make the following checks out of the Veterans Transportation Account for Veteran Trips/Co-Pays:

Forest County Transportation	\$1,046.25	January (\$648.75) and April (\$397.50)
Veteran	\$35.50	Client mileage
Veteran	\$13.30	Client mileage

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

Verizon	\$183.00	Account #450778786000196
Windstream	\$50.00	Account #021428743

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

General Fund	\$522.96	Reimbursement for Snyder Brothers/UGI Utilities
Armstrong	\$69.95	Account #0487032-01
UGI Utilities	\$49.73	Account #411007533655

 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 Fund in the amount of \$10,637.09 payable to Keyser Consulting Group, LLC for Invoice #FC-23-04-25 and to be reimbursed by an AOPC Security Grant (Polycom Wireless Presentation System, Samsung 75" Commercial TV, Poly TC 8 Touch Control, Logitech Pro 2 Camera, Poly Microphone, Camera shelf, cabling etc.). Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Wimer made a motion to approve a contract at a cost of \$2,987.63 by MVS Security Services to install a 2-Location Audio Intercom System with door-lock release using an electric door lock on the front door at the Children & Youth Services building by MVS Security Systems, Inc. and to apply for a PCorp Risk Grant after June 1 to pay for the 20% of this security system that would be paid for with County tax funds. Commissioner Snyder 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 ERAP 2 Account:

Forest County General Fund	\$634.23	County Administration fees
Warren-Forest EOC	\$3,637.67	Invoice #13

Commissioner Wimer seconded the motion. The motion carried unanimously.
8. Commissioner Wimer made a motion for the County Treasurer to make the following checks out of the Human Services Development Fund:

Forest County General Fund	\$5,463.00	County Administration fees for HAP and HSDF
Forest County Transportation	\$3,025.95	April Adult transportation trips
Forest County CYS	\$321.61	Client protective services

Commissioner Snyder seconded the motion. The motion carried unanimously.
9. Commissioner Wimer made a motion to approve the Grant Agreement between the County of Forest and the U.S. Forest Service for the provision of patrol services with a new expiration date of March 29, 2027 for a total available funding of \$5,790.03 for the current year at \$25.00 per hour per officer and \$10.50 per hour per vehicle. Commissioner Snyder seconded the motion. The motion carried unanimously.
10. Commissioner Snyder made a motion to hire Timothy Wittman as the Forest County Emergency Management Coordinator effective May 22, 2023 upon receipt of clearances at a rate of \$7500.00 annually. Commissioner Wimer seconded the motion. The motion carried unanimously.

VII. Adjournment: Commissioner Wimer made a motion to adjourn. Commissioner Snyder seconded the motion. The meeting adjourned at 10:15 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk