

COMMISSIONER'S BOARD MEETING MINUTES AUGUST 17, 2022

Present for the meeting: Commissioner Mark S. Kingston, Robert J. Snyder, Jr. and Basil D. Huffman. Also present were Treasurer Stacey L. Barnes, Sheriff Bill Carbaugh, Robin Corapi, David Shaffer and Carolyn Vogel.

- 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: David Shaffer and Carolyn Vogel were present to discuss the importance of the Mayburg Bridge to their community. They have been monitoring the situation through their counsel, Barbara Litten, allowing the Commissioners to work on this on their behalf. They thanked the Commissioners for their efforts on this. The Commissioners let them know that they have now submitted a third grant application to try to get funds for a permanent fix to the Bridge situation in Mayburg.
- 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 August 3, 2022 meeting minutes.
2. Motion to approve the July distribution from the Tax Claim Bureau Account as follows:

Forest County	\$35,560.59
Forest Area Schools	\$44,337.19
Municipalities	\$4,303.29
3. Approval of the following transfers from the Pass-Through Account to the correct by the County Treasurer:

PTA	General Fund	\$1,158.00
PTA	General Fund	\$12,500.00
PTA	Transportation	\$26,105.05
4. Approval of the following purchases:

Various office supplies		Central Supply
Memory Keepers Paper Punch \$29.99		Prothonotary
HP Color ink/black ink \$562.87		Probation
5. The Auditors are requesting approval to attend their State Auditors Conference in Lewisburg September 25th through the 28th. Expenses being requested are as follows:
 - Lodging at \$99.00 per night for 3 nights for 2 Auditors
 - Conference Registration for 2 Auditors at \$200.00 each
 - Conference Meal Plan at \$175.00 each for 2 Auditors

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

General Fund Payroll	\$49,626.00
General Fund Bills	\$28,898.18
Transportation Payroll	\$14,693.97
Transportation Bills	\$18,047.83
Children & Youth Payroll	\$11,763.76
Children & Youth Bills	\$6,094.55

V. Old Business: There was none.

VI. New Business:

1. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the Visitor Center Account:

Evelyn Porta	\$52.50	July cleaning
UGI Utilities	\$25.99	Account #411007533655
Armstrong	\$69.95	Account #0487032-01

 Commissioner Snyder seconded the motion. The motion carried unanimously.
2. Commissioner Snyder made a motion for the County Treasurer to transfer \$1,035.45 from the Veterans' Transportation Account to the Forest County Transportation Account for July veterans' copays and full fares. Commissioner Huffman 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:

MCI	\$109.72	Account #814-944-3828
Windstream	\$52.99	Account #021428743
Verizon	\$711.78	Account # 450-778-786-000196

 Commissioner Huffman seconded the motion. The motion carried unanimously.
4. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Operating Reserves Money Market Account (ARPA Funds set aside for Emergency Services) in the amount of \$740.00 payable to CCAC Public Safety Institute, West Hills Center, 1000 McKee Road Oakdale, PA 15071-1099 for a registrant of the EMT Class. Commissioner Snyder seconded the motion. The motion carried unanimously.
5. Commissioner Snyder made a motion to approve a revised drawdown request from CDBG 2020 Contract # C000076533 in the amount of \$11,522.26 for the Hickory Stormwater Project. Commissioner Huffman seconded the motion. The motion carried unanimously.
6. Commissioner Huffman made a motion to certify the Fiscal Year 2022-2023 Human Services Block Grant Application. The funds are budgeted as follows:

Adult Services	\$16,000.00	Transportation and Emergency Assistance
Aging	\$21,000.00	Transportation and Emergency Assistance
Specialized Services	\$8,000.00	Food Banks and Specialized Protective Services
Administration	\$5,000.00	County administration
Homeless Assistance Program	\$4,635.00	Emergency Assistance

Commissioner Snyder seconded the motion. The motion carried unanimously

7. Motion to open bids for the 2008 Ford Expedition: There were no bids.
 8. Commissioner Huffman made a motion to hire Tammy Gee at \$11.25 per hour effective August 22, 2022 with a 90-day probation period as the Transportation Department Administrative Assistant. This is a full time 40 hour per week with benefits position.
- VII. Adjournment: Commissioner made a motion to adjourn. Commissioner seconded the motion. The meeting adjourned at 10:20 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk