

COMMISSIONER'S BOARD MEETING MINUTES SEPTEMBER 21, 2022

Present for the meeting: Commissioner Robert J. Snyder, Jr and Commissioner Basil D. Huffman were present. Also present was Stacey L. Barnes, Treasurer and Kara O'Neil from the Derrick. Commissioner Mark Kingston was at a PComp Conference.

I. Pledge of Allegiance / Call to Order: Commissioner Snyder 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:

1. As a matter of record President Judge Skerda appointed Crystal D. Bell to fill the unexpired term of Cathy A. Blum, County Auditor on the 8th day of September, 2022.
2. The Judge also appointed Mark Rhoads as Acting Chief Probation Officer on the 14th day of September, 2022 due to the untimely passing of Steven T. Barnett. Chief Barnett had worked for the County for over 32 years and will be greatly missed.

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 September 7, 2022 meeting minutes.
2. Approval for the Tax Claim Bureau Director to make the August Distribution:

Forest County	\$30,857.51
Forest Area School	\$37,692.04
Municipalities	\$4,206.26
3. Approval of the estimate from Computer Guru for a new HP Notebook with Windows 10 Pro, Microsoft Office 2019 Home and Business and computer set up at a cost of \$1,414.98 for the CYS Caseworker Supervisor.

4. Approval of the following purchases:

HP Color Laser Jet Pro Ink		Recorder's Improvement Fund
Copy Paper at \$41.98 per case	\$839.60	Central Supply
Rubber bands		Central Supply
Door moulding for Ford Taurus	\$56.92	Sheriff's Office
Adhesive film for lights	\$6.99	Buildings & Grounds
Paper Products		Minor supply-Justice Building
Deposit Slips	\$108.99	Deposit slips for Sheriff's Office
1000 Plastic Badges	\$791.00	Sheriff's Office

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

General Fund Payroll	\$49,850.57
General Fund Bills	\$35,355.00
Transportation Payroll	\$14,769.17
Transportation Bills	\$18,094.26
Children & Youth Payroll	\$11,871.41
Children & Youth Bills	\$29,403.85

V. Old Business: There was no old business to report.

VI. New Business:

1. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Act 13 Impact Fee Account in the amount of \$5,925.02 payable to Zultys, Inc. for the initial install of the new phone system as related to Invoice #319376. Commissioner Snyder seconded the motion. The motion carried unanimously.
2. Commissioner Huffman made a motion for the County Treasurer to make a check out of the ERAP II Account in the amount of \$6,429.19 payable to Warren Forest Economic Opportunity Council for Invoice #4 for client rental and utility assistance. Commissioner Snyder seconded the motion. The motion carried unanimously.
3. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the 911 Account:

Windstream	\$52.99	Account #0214287843
General Fund	\$2,328.93	2023 Property and Liability Insurance
Verizon	\$717.72	Account #450778786000196
Hyer Electric	\$350.00	911 Tower Generator Maintenance Contract

Commissioner Snyder seconded the motion. The motion carried unanimously.
4. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the Veteran's Transportation Account:

Transportation Account	\$291.90	August Veteran full fares and co-pays
Veteran	\$23.25	August mileage reimbursement

Commissioner Snyder seconded the motion. The motion carried unanimously.
5. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Title III Account in the amount of \$104.09 payable to Penelec for Account #100133270577. Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the Visitor Center Account:

General Fund	\$1,056.91	2023 Property and Liability Insurance
UGI Utilities	\$25.99	Account #411007533655
Penelec	\$51.54	Account #100109425585

Commissioner Snyder seconded the motion. The motion carried unanimously.
7. Commissioner Huffman made a motion to approve Resolution #14 of 2022 Authorizing the Disposal of the 2010 Dodge Charger by manner of advertisement that the vehicle up for bid. Commissioner Snyder seconded the motion. The motion carried unanimously.
8. Commissioner Huffman made a motion to approve the purchase of a 2022 Ford Interceptor SUV at a cost of \$33,855.00 and be paid for as a new budget item in the Sheriff's budget, with an additional upfitting of the vehicle at a cost of \$7,981.00. Commissioner Snyder seconded the motion. The motion carried unanimously.
9. Commissioner Huffman made a motion to accept the quote to repair the boiler from Luton's Plumbing. Commissioner Snyder seconded the motion. The motion carried unanimously.

Luton's Plumbing	\$5,040.01
Vanderhoof's Heating & Cooling	\$6,244.00
Rabe Environmental Systems	no bid received
10. Commissioner Huffman made a motion to approve the Letter of Agreement between Forest County (Probation) and Beacon Light Behavioral Health System and Beacon Light Adult Residential Services for the provision of qualified mental health professional services that provide individualized treatment planning and care. This agreement shall be effective July 1, 2022-June 30, 2024. Commissioner Snyder seconded the motion. The motion carried unanimously.

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

Respectfully submitted by Lynette Greathouse, Chief Clerk