

## COMMISSIONER'S MEETING MINUTES, OCTOBER 4, 2018

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Present for the meeting were Commissioners Robert J. Snyder, Jr. and Norman J. Wimer. Also present were Sheriff Robert L. Wolfgang, Acting Treasurer Stacey L. Barnes, Chief Assessor Curt Kiefer and Judy McDaid. Commissioner Basil Huffman was at Veteran's Accreditation training.

- I. 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. Public Comment: Judy McDaid was present to speak regarding the resignation of Judy Baker, dedicated and longtime advocate for ATOD/MH of Forest-Warren Counties. Ms. Baker was serving as the family consultant for the Behavioral Health Alliance of Rural America and Systems of Care, along with being a member of the advisory board and sitting on various committees in the area and in Harrisburg and acting as a voice for Forest County issues. Her resignation was prompted by information given to her that her contract was going to be terminated so that those funds may be allocated to Warren County. Mrs. McDaid requests the Forest County Commissioners to look into whether that decision can be made without their input and agreement.
- III. Approval of Minutes: Commissioner Wimer made a motion to approve the minutes of the September 20, 2018 meeting. Commissioner Snyder seconded the motion. The motion carried unanimously.
- IV. Approval of the Following Bills: Commissioner Wimer made a motion to approve paying the following bills. Commissioner Snyder seconded the motion. The motion carried unanimously.

General Fund Payroll	\$45,105.09
General Fund Bills	\$78,348.72
Transportation Payroll	\$13,160.22
Transportation Bills	\$4,656.52
Children & Youth Payroll	\$11,941.18
Children & Youth Bills	\$11,457.50

- V. Department Requests: Commissioner Wimer made a motion to approve all department requests. Commissioner Snyder seconded the motion. The motion carried unanimously.
  1. The Tax Claim Bureau Director is requesting approval to make the September 2018 Distribution:

Forest County	\$27,203.29
Forest Area School	\$29,493.35
Various Municipalities	\$4,659.59
  2. The 911 Coordinator is requesting approval to order a Canon calculator at a cost of approximately \$50.00 to be paid from the 911 Fund.
  3. The Probation Department is requesting approval for Kim Wolfe, Probation Aid to attend the UCM Connect Conference in Harrisburg, October 16-17, 2018. Registration is \$100.00, Lodging is \$88.00 per night for 2 nights and mileage at a rate of \$226.72 is requested.
  4. The Probation Department is requesting approval to purchase the following utilizing DUI Admin Fees with 50% to be reimbursed through the BUP Grant:

5 Bullet Proof Vests	\$3,470.00
2 Uniform Carriers	\$230.00
3 Outside Carriers	\$423.00
  5. The Sheriff's Department is requesting approval to order 2 Streamlight flashlights at a cost of \$215.98 and 2 flashlight holders at a cost of \$45.98.

6. Brenda McCanna, Director of Transportation is requesting approval to attend the Pennsylvania Public Transportation Association Conference November 13-15, 2018 in Pittsburgh. Registration is \$195.00, Lodging is \$149.00 per night for 2 nights, parking fees \$38.00 or \$25.00 per night, roundtrip mileage at \$111.18 and meal reimbursement will be requested. This will all be paid from the transportation account.
7. Brenda McCanna, Transportation Director is requesting approval to attend a meeting in State College on October 11, 2018 at 2:00 p.m. regarding brokering MATP across the Commonwealth. Mileage reimbursement is all that would be requested.
8. The District Attorney's Office is requesting the following supplies to be purchased with RASA Grant funds:
 

Verbatim DVD	\$29.99
File folder labels	\$4.49
Pens	\$12.79
5 Reams paper	\$147.45
Sharpie markers	\$11.79
Black ink cartridge	\$450.99

VI. Old Business:

1. Demolition on old garage to begin on Thursday, October 4, 2018.

VII. New Business:

1. Commissioner Wimer made a motion for the Acting Treasurer to transfer \$194.40 from the Act 13-Legacy Fund to the General Fund for reimbursement of solicitor services related to the Land Trust and Articles of Incorporation. Commissioner Snyder seconded the motion. The motion carried unanimously.
2. Commissioner Wimer made a motion for the Acting Treasurer to make the following checks out of the Visitor Center Account:
 

Tionesta Borough	\$98.81	Utilities
Penelec	\$105.37	Utilities
Evelyn Porta	\$52.50	September Janitorial Services

 Commissioner Snyder seconded the motion. The motion carried unanimously.
3. Commissioner Wimer made a motion for the Acting Treasurer to make the following checks out of the Title III Account:
 

Tionesta Business Park	\$98.81	Utilities-Water and Sewer
Penelec	\$295.22	Utilities
Cheryl Millin	\$126.00	Janitorial Services 8/3/18-9/22/18
Forest Co Extension	\$2,745.13	Personnel Expenses
Tionesta Business Park	\$865.29	October Rent

 Commissioner Snyder seconded the motion. The motion carried unanimously.
4. Commissioner Wimer made a motion for the Acting Treasurer to make a check out of the Liquid Fuels Account payable to Harmony Township Supervisors in the amount of \$1500.00 for their County Aid-Aggregate. Commissioner Snyder seconded the motion. The motion carried unanimously.
5. Commissioner Wimer made a motion for the Acting Treasurer to make the following checks out of the 911 Fund:
 

Clarion Co. Emergency Management	\$8,233.90	4 <sup>th</sup> qtr. dispatch services
Warren County	\$9500.00	4 <sup>th</sup> qtr. dispatch services

 Commissioner Snyder seconded the motion. The motion carried unanimously.
6. Commissioner Wimer made a motion for the Acting Treasurer to make a check out of the Act 13 Legacy Account payable to Letterle & Associates in the amount of \$472.47 representing the 25% match for the

Tionesta Gulf Station site characterization project. Commissioner Snyder seconded the motion. The motion carried unanimously.

7. Commissioner Wimer made a motion to approve Fair Housing Resolution #11 of 2018 in order to let it be known that discrimination in the sale, rental, leasing, financing of housing or land because of race, color, sex, national origin, religion, familial status or handicap is prohibited by Title VIII of the Civil Rights Act. Commissioner Snyder seconded the motion. The motion carried unanimously.
8. Commissioner Wimer made a motion to approve the appointment of Dr. Aldo Jackson to the Northwest PA Job Connect Board as a Forest County representative, effective October 4, 2018-June 30, 2022. Commissioner Snyder seconded the motion. The motion carried unanimously.
9. Commissioner Wimer made a motion for the Acting Treasurer to make a check out of the Act 44-Liquid Fuel Account in the amount of \$84,100.26 payable to Thomas Construction, Inc., 310 Diamond Road Grove City, PA 16127 for estimate #5 for work completed on the Elm Street Bridge Project for the period to August 31, 2018. This amount represents \$79,895.24 from the federal and state governments plus the 5% County match of \$4,205.02. Commissioner Snyder seconded the motion. The motion carried unanimously.
10. Commissioner Wimer made a motion for the Acting Treasurer to transfer \$6,742.57 from the Sheriff's Patrol Account to reimburse the General Fund for September patrol wages and mileage. Commissioner Snyder seconded the motion. The motion carried unanimously.

VIII. Public Comment: Judy McDaid asked if the Commissioners were aware of what percentage of positions on the Forest-Warren Human Services advisory boards that are allocated to Forest County are filled? Noone could answer that and she will check with Betsy Miller.

IX. Adjournment: Commissioner Wimer made a motion to adjourn the meeting. Commissioner Snyder seconded the motion. The meeting adjourned at 10:50 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk