

COMMISSIONER'S MEETING MINUTES, JULY 5, 2018

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.

Public Comment:

Historical Society member came to present and get a photo with the Commissioners and license plates they will be selling throughout the County as a fundraiser.

Approval of June 21, 2018 minutes:

Commissioner Huffman made a motion to approve the minutes of the June 7, 2018 meeting. Commissioner Wimer seconded the motion. The motion carried unanimously.

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

General Fund Payroll	\$47,460.98
General Fund Bills	\$75,901.05
Transportation Payroll	\$12,613.51
Transportation Bills	\$15,729.89
Children & Youth Payroll	\$11,833.53
Children & Youth Bills	\$20,883.17

Department Requests: Commissioner Huffman made a motion to approve the first five department requests. Commissioner Wimer seconded the motion. The motion carried unanimously.

1. Brenda McCanna is requesting approval to attend the annual meeting of Transportation Directors and staff in Clarion on June 29, 2018. Approval was given on Thursday, June 28, 2018.
2. Misty Ditz, Tax Claim Director is requesting approval to order 96 wooden stakes for tax sale postings from Tionesta Builders at a cost of \$119.64.
3. Lynette Greathouse, Chief Clerk is requesting approval to attend the 2018 SCHRPP Annual Conference in Gettysburg on September 6 and 7. If approved, the plan would be to carpool with Venango County HR Director, Jillian Stevens. Conference registration is free, mileage would be minimal and lodging is \$133.50 per night.
4. Misty Ditz is requesting approval to attend the fall Tax Claim Bureau Association Conference in Beach Lake on October 17-19. Registration cost is \$350.00 and includes lodging. Mileage of \$316.10 is requested in advance and meal reimbursement upon return. Due to the long drive lodging is requested for the evening of the 16th also.
5. The Sheriff's Office is requesting approval to purchase deputy shirts at a cost of \$57.92.

Commissioner Huffman made a motion to approve department requests numbers 5 & 6. Commissioner Snyder seconded the motion. The motion carried unanimously. Commissioner Wimer abstained.

6. The Coroner is requesting approval to the PA Coroner's Annual Association Conference in Bedford Springs, September 17-22. Registration is \$850.00 and lodging is \$189.00 per night for five nights plus mileage and meal reimbursement will be turned in upon return.
7. The Coroner is requesting approval to send Chief Deputy Robert Mast to a one day training in order to maintain his credentials. The training is in Bedford on September 17th and is at no cost for registration. Lodging at a rate of \$205.00 per night plus mileage and meals is requested.

Old Business:

New Business:

1. Commissioner Wimer made a motion for the Acting Treasurer to make the following checks out of the Title III Account for expenses at the Fire-wise Education Center:

Tionesta Business Park	\$865.29	July rent
Forest Co Extension	\$2,745.13	July reimbursement

 Commissioner Huffman seconded the motion. The motion carried unanimously.
2. Commissioner Huffman made a motion for the Acting Treasurer to make the following checks out of the 911 Account:

Clarion Co Emergency Mgmt	\$8,233.90	3 rd quarter 2018 dispatch services
Forest Co General Fund	\$90.00	Solicitor services for tower use research

 Commissioner Wimer seconded the motion. The motion carried unanimously.
3. Commissioner Wimer made a motion for the Acting Treasurer to make the following check out of the Visitor Center Account:

Evelyn Porta	\$42.00	June cleaning services
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 Commissioner Huffman seconded the motion. Motion carried unanimously.
4. Commissioner Huffman made a motion for the Acting Treasurer to make a check out of the Act 13-Legacy Account payable to the Forest County General Fund in the amount of \$238.50 to reimburse for solicitor services related to establishing a Land Trust and Ordinance. Commissioner Wimer seconded the motion. The motion carried unanimously.
5. Commissioner Wimer made a motion for the Acting Treasurer to make a check out of the Emergency Food and Shelter Account payable to Second Harvest Food Bank in the amount of \$190.12 representing the February payment received on 6/21/18. Commissioner Huffman seconded the motion. The motion carried unanimously.
6. Commissioner Huffman made a motion for the Acting Treasurer to transfer \$9,707.15 from the Sheriff's Patrol Account to the General Fund to reimburse for June patrols and mileage. Commissioner Wimer seconded the motion. The motion carried unanimously.
7. Commissioner Wimer made a motion for the Acting Treasurer to make a check out of the 911 account, in the amount of \$28,500.00 payable to Warren County Treasurer for the following dispatching services:

1 st Quarter 2018	\$9500.00
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2nd Quarter 2018 \$9500.00

3rd Quarter 2018 \$9500.00

Commissioner Huffman seconded the motion. The motion carried unanimously.

8. Commissioner Huffman made a motion to approve the Guardian Ad Litem Contract between Forest County and Cynthia Klenowski for the provision of legal representation at a rate of \$82.40 per hour, not to exceed \$4000.00 for children determined to be dependent by Forest County Children & Youth Services. Commissioner Wimer seconded the motion. The motion carried unanimously.
9. Commissioner Wimer made a motion to approve the Provider Service Contract between Forest County (Children & Youth Services) and Shipperville Project Point of Light at 20231 Paint Boulevard, Shipperville, PA 16254 for the provision of victim assessments, offender assessments and counseling for children and youth without insurance coverage. This contract is effective July 1, 2018-June 30, 2019 at a cost not to exceed \$3,500.00. Commissioner Huffman seconded the motion. The motion carried unanimously.
10. Commissioner Huffman made a motion to appoint Monica Daquilante as the Forest County Private Sector representative to the Workforce Development Board. Commissioner Wimer seconded the motion. The motion carried unanimously.
11. Commissioner Wimer made a motion to approve the Provider Service Contract between Forest County (Children & Youth Services) and Alasky & Busch, PLLC, at 205 Elm Street Tionesta, PA 16353 for Solicitor Services. This contract is effective July 1, 2018-June 30, 2019. Commissioner Huffman seconded the motion. The motion carried unanimously.

Public Comment: There was no public comment.

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

Submitted by, Jean Ann Hitchcock