

COMMISSIONER'S MEETING MINUTES, JULY 6, 2017

Present for the meeting were Commissioners Robert J. Snyder, Jr., Basil D. Huffman and Norman J. Wimer. Also present was Sheriff Robert L. Wolfgang and Saxon Daugherty from the Derrick News.

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: There was no public comment.

Approval of June 22, 2017 minutes: Commissioner Huffman made a motion to approve the minutes of the June 22, 2017 meeting. Commissioner Wimer seconded the motion. The motion carried unanimously.

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

- General Fund bills \$95,093.97
- General Fund payroll \$47,587.36
- Transportation bills \$15,356.36
- Transportation payroll \$11,884.12
- Children & Youth bills \$13,001.03
- Children & Youth payroll \$11,838.97

Department Requests: Commissioner Wimer made a motion to approve department requests #1, #2, #3 and #5 and tabling request #4. Commissioner Huffman seconded the motion. The motion carried unanimously.

1. The Chief Clerk and the 911 Coordinator are requesting color ink cartridges at a cost of \$281.99 per three pack of colors, 911 funds will pay for the cost of one three pack.
2. The Tax Claim Director is requesting approval to distribute \$5,873.01 payable to Joseph D. Bellman from the Tax Claim Bureau Account for 2016 Upset Sale Overage.
3. The Planning & Conservation District Director is requesting approval to purchase the following to be paid from the Dirt & Gravel Roads Account:

| | |
|-------------------------------------|----------|
| DOT-Z1 Standard | \$452.00 |
| AdirPro Digital Measuring Wheel | \$49.93 |
| Komelon 6622 Open Reel Tape Measure | \$21.32 |
4. The Community and Economic Development Director is requesting approval to purchase a subscription of Adobe Photoshop for editing photos for the tourism/county website at a cost of \$119.88 per year.
5. The Sheriff's Office is requesting approval of the following:

| | | |
|----------------------------------|----------|--|
| ATV Maintenance | \$500.00 | to be paid from the Sheriff's Patrol Account |
| Kenwood Portable radio battery | \$13.99 | |
| Kenwood Portable radio charger | \$29.99 | |
| Kenwood Portable radio belt clip | \$9.99 | |

Old Business: There was no old business discussed.

New Business:

1. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the 911 Fund:

| | | |
|-------------------------------------|------------|--|
| Clarion County Emergency Management | \$7,994.08 | 2 nd quarter 2017 dispatch services |
| General Fund | \$5,699.78 | 2 nd quarter 2017 office expenses |
| Windstream | \$52.46 | Account #0121428743 |

Commissioner Wimer seconded the motion. The motion carried unanimously.

2. Commissioner Wimer made a motion for the County Treasurer to make the following check out of the Visitor Center Account:

| | | |
|--------------|---------|---------------|
| Evelyn Porta | \$33.75 | June cleaning |
|--------------|---------|---------------|

Commissioner Huffman seconded the motion. The motion carried unanimously.

3. Commissioner Huffman made a motion for the County Treasurer to make the following check out of the Title III Account for expenses at the Fire-Wise Education Center:

| | | |
|-------------|----------|---------------|
| Dana Harmon | \$144.00 | June cleaning |
|-------------|----------|---------------|

Commissioner Wimer seconded the motion. The motion carried unanimously.

4. Commissioner Wimer made a motion for the County Treasurer to transfer \$10,162.60 from the Sheriff's Patrol Account to reimburse the General Fund for June patrols and mileage and a check payable to S&D Calibration in the amount of \$16.21 for speed timer calibration. Commissioner Huffman seconded the motion. The motion carried unanimously.

5. Commissioner Huffman made a motion for the County Treasurer to drawdown \$2400.00 payable to CCS Renovations for the MACA Pool lift from the CDBG 2013 Contract #C0-000-57606 funds. Commissioner Wimer seconded the motion. The motion carried unanimously.

6. Commissioner Huffman made a motion to approve the Letter of Agreement between Warren-Forest Counties Economic Opportunity Council, Inc. and Forest County Veterans Office in order to promote collaboration regarding referrals, treatment, discharge planning and other support services for mutual clients. This agreement shall be effective from 7/1/17 through 6/30/18. Commissioner Wimer seconded the motion. The motion carried unanimously.

7. Commissioner Wimer made a motion to approve the Letter of Agreement between Warren-Forest Counties Economic Opportunity Council, Inc. and the County of Forest in order to provide a comprehensive system of care and treatment for clients. This agreement shall be effective from 7/1/17 through 6/30/18. 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 (Children & Youth Services) and Barbara C. Litten, Attorney at Law for the provision of legal services for children determined to be dependent by Forest County CYS at an hourly rate of \$80.00 per hour, effective July 1, 2017 through June 30, 2018. Commissioner Wimer seconded the motion. The motion carried unanimously.

9. Commissioner Wimer made a motion to approve the Guardian-ad-Litem Contract between Forest County (Children & Youth Services) and Cynthia Klenowski, Attorney at Law for the provision of legal services for children determined to be dependent by Forest County CYS at an hourly rate of \$80.00 per hour, effective July 1, 2017 through June 30, 2018. Ms. Klenowski will only serve in this capacity when

a conflict exists or Attorney Litten is unavailable. Commissioner Huffman seconded the motion. The motion carried unanimously.

Public Comment: No public comment.

Adjournment: Commissioner Huffman made a motion to adjourn. Commissioner Wimer seconded the motion. The meeting adjourned at 10:20 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk