

COMMISSIONER'S BOARD MEETING MINUTES, AUGUST 1, 2019

Present for the meeting were Commissioners Robert J. Snyder, Jr., Basil D. Huffman and Norman J. Wimer. Also present were Ronna Tipton, Forest-Warren Human Services Administrator, Sheriff Robert L. Wolfgang and Mark Kingston.

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: Ronna Tipton spoke regarding the fiscal year 19-20 Human Services Block Grant Application and plan for expenditures. She updated everyone present on new programs being put into place and expansion of other programs.

III. Approval of the July 18, 2019 meeting minutes: Commissioner Huffman made a motion to approve the minutes of the July 18, 2019 meeting. Commissioner Wimer 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 Huffman seconded the motion. The motion carried unanimously.

General Fund Payroll	\$51,053.76
General Fund Bills	\$46,253.81
Transportation Payroll	\$12,302.12
Transportation Bills	\$10,020.74
Children & Youth Payroll	\$10,560.30
Children & Youth Bills	\$3,308.57

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

1. The District Attorney is requesting approval to order 2 black printer ink cartridges.
2. The Tax Claim Director is requesting approval to make the July Distribution from the Tax Claim Bureau Account:
Forest County \$61,111.92
Forest Area School \$75,014.03
Various Municipalities \$8,215.30
3. The Tax Claim Director is requesting approval to order three boxes of Avery labels at a cost of \$33.49 each.

VI. Old Business: The construction of a sidewalk and stairs for access to the Annex building from the Courthouse and Criminal Justice building is underway.

VII. New Business:

1. Commissioner Huffman made a motion for the County Treasurer to make the following checks out of the Visitor Center Account:
Penelec \$65.33 Account #100111996839
Tionesta Borough \$100.78 Account #2161-0
Evelyn Porta \$42.00 July Janitorial Services
Commissioner Wimer seconded the motion. The motion carried unanimously.
2. Commissioner Wimer made a motion for the County Treasurer to make the following checks out of the Title III Account:
Forest County Extension \$2,745.13 August personnel expenses
General Fund \$157.69 Blinds and Clock for Fire-Wise Education Offices

Commissioner Huffman seconded the motion. The motion carried unanimously.

3. Commissioner Huffman made a motion for the County Treasurer to make a check out of the 911 Account in the amount of \$177.34 payable to M. Curtis Kiefer for 911 addressing mileage June 4-July 25. Commissioner Wimer seconded the motion. The motion carried unanimously.
4. Commissioner Wimer made a motion for the County Treasurer to transfer \$148.50 from the Transportation Account to the General Fund to reimburse for solicitor services researching a transportation authority. Commissioner Huffman seconded the motion. The motion carried unanimously.
5. Commissioner Huffman made a motion to approve the Contract Service Provider Agreement between Forest County and Cynthia Klenowski, 416 East Street, Warren, PA 16365, for the provision of Guardian ad Litem services at an hourly rate of \$84.05 effective July 1, 2019 through June 30, 2020. Commissioner Wimer seconded the motion. The motion carried unanimously.
6. Commissioner Wimer made a motion to approve the Agreement between the Commonwealth of Pennsylvania and the County of Forest for the sharing of GIS and Geospatial Data for the benefit of the public, especially in areas of economic development, public safety and environmental management. Commissioner Huffman seconded the motion. The motion carried unanimously.
7. Commissioner Huffman made a motion to advertise the Marienville Tower Shelter project for bid with bids to be opened at the September 5, 2019 public meeting. Commissioner Wimer seconded the motion. The motion carried unanimously.
8. Commissioner Huffman made a motion for the County Treasurer to make a check out of the Impact Fee Account in the amount of \$3,400.00 payable to Lesko Construction for the construction of a room for the voting equipment to be securely stored. Commissioner Wimer seconded the motion. The motion carried unanimously.
9. Commissioner Wimer made a motion to reappoint Cindy Crytzer to Forest County's Private Sector position on the Northwest Commission Board. The term shall be from July 1, 2019 through June 30, 2021. Commissioner Huffman seconded the motion. The motion carried unanimously.
10. Commissioner Wimer made a motion to accept the only bid received on the Ford van from Steven Barnett in the amount of \$351.00
11. Commissioner Wimer made a motion to approve and certify the Forest County portion of the FY 2019-2020 Human Services Block Grant Application. Commissioner Huffman seconded the motion. The motion carried unanimously.

VIII. Adjournment: Commissioner Wimer made a motion to adjourn the meeting. Commissioner Wimer seconded the motion. The meeting adjourned at 10:35 a.m.

Respectfully submitted, Lynette Greathouse, Chief Clerk