

## COMMISSIONER'S MEETING MINUTES, SEPTEMBER 20, 2018

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Present for the meeting were Commissioners Robert J. Snyder, Jr. and Basil D. Huffman. Also present were Acting Treasurer Stacey Barnes and Jim Meyer from the Derrick News. Commissioner Norman J. Wimer was attending a Coroner's Conference.

**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.

**Approval of minutes:** Commissioner Huffman made a motion to approve the minutes of the September 6, 2018 meeting. Commissioner Snyder seconded the motion. The motion carried unanimously.

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

General Fund Payroll	\$44,680.02
General Fund Bills	\$17,726.09
Transportation Payroll	\$11,174.08
Transportation Bills	\$9,285.17
Children & Youth Payroll	\$11,895.98
Children & Youth Bills	\$3,402.52

### **Department Requests:**

1. Commissioner Huffman made a motion to approve the Probation Department request to purchase (4) compatible ink cartridges at a cost to be determined. Commissioner Snyder seconded the motion. The motion carried unanimously.
2. Commissioner Huffman made a motion to approve the Transportation Director, Brenda McCanna's request to attend a Northwest Transit Manager's meeting in New Castle on September 27, 2018. Only mileage reimbursement will be requested. Commissioner Snyder seconded the motion. The motion carried unanimously.

### **Old Business:**

1. The Garage/Storage/Office project was awarded to Dynasty Construction, 4 South Center Street, Corry, PA 16407 in the amount of \$244,000.00. Work is to begin no later than October 1, 2018.

### **New Business:**

1. Commissioner Huffman made a motion for the Acting Treasurer to make a check out of the Act 44-Liquid Fuels Account in the amount of \$90,061.51 payable to Thomas Construction, Inc., 310 Diamond Road, Grove City, PA 16127 for Estimate #4 for work completed on the Elm Street Bridge Project for the period to August 8, 2018. This amount represents \$85,558.45 from the federal and state government plus the 5% County match of \$4,503.06. Commissioner Snyder 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 Visitor Center Account:

General Fund	\$9.99	Supplies
Armstrong	\$69.95	Internet

UGI Central Penn      \$30.08                      Utilities

Commissioner Snyder seconded the motion. The motion carried unanimously.

3. Commissioner Huffman made a motion for the Acting Treasurer to make the following checks out of the Title III Account:

Snyder Brothers Inc.    \$11.58                      Utilities

UGI Central Penn      \$30.08                      Utilities

Commissioner Snyder seconded the motion. The motion carried unanimously.

4. Commissioner Huffman made a motion for the Acting Treasurer to transfer \$4,692.00 from the Sheriff's Patrol Account to the Operating Reserve Fund for the 2018 Sheriff's Car payment.

Commissioner Snyder seconded the motion. The motion carried unanimously.

5. Commissioner Huffman made a motion for the Acting Treasurer to transfer \$473.70 from the Veteran's Transportation Account to the Transportation Account for reimbursement of August veterans' copays.

Commissioner Snyder seconded the motion. The motion carried unanimously.

6. Commissioner Huffman made a motion for the Acting Treasurer to make the following checks out of the 911 Account:

Windstream              \$192.76                      Account #021808867

Windstream              \$185.89                      Account #021613494

Windstream              \$197.11                      Account #021613493

Windstream              \$52.46                        Account #021428743

Verizon                    \$874.00                      Account #198-220898470Y

Mobilcom                 \$2,818.00                    Tower Site Security Enhancement

Commissioner Snyder seconded the motion. The motion carried unanimously.

7. Commissioner Huffman made a motion for the Acting Treasurer to make the following checks out of the Liquid Fuels Account:

Green Township        \$1500.00                    2018 County Aid-Winter Material

Barnett Township      \$1500.00                    2018 County Aid-Aggregate

Jenks Township        \$1500.00                    2018 County Aid-Road Material

Howe Township         \$1500.00                    2018 Count Aid-Anti-Skid

Commissioner Snyder seconded the motion. The motion carried unanimously.

8. Commissioner Huffman made a motion to approve the proposal for mechanical work from RABE Environmental Systems, Inc. The proposal includes thermostat replacements and reprogramming the system in the upstairs of the Courthouse at a cost of \$1208.00. Commissioner Snyder seconded the motion. The motion carried unanimously.

9. Commissioner Huffman made a motion to approve the Individual Agreement between Forest County (Children & Youth Services) and Terry Dreihaup for the provision of overall maintenance and support of Agency IT equipment at a rate of \$60.00 for the first hour and \$40.00 after that, not to exceed \$4000.00 for the term of the agreement. Effective date shall be July 1, 2018 through June 30, 2019. Commissioner Snyder seconded the motion. The motion carried unanimously.

10. Commissioner Huffman made a motion to increase the Health Incentive Pay to employees who do not participate in any of the County provided health, dental and vision insurance from \$941.45 to

\$1200.00. The payment shall be \$80.00 less if an employee carries dental insurance and \$20.00 less if vision insurance is carried. Commissioner Snyder seconded the motion. The motion carried unanimously.

11. Commissioner Huffman made a motion for the Acting Treasurer to make a check out of the CDBG 2013 Account in the amount of \$1255.00 payable to Glass Erectors for removal of architectural barriers at the Sarah Steward Bovard Memorial Library in Tionesta. Commissioner Snyder seconded the motion. The motion carried unanimously.
12. Commissioner Huffman made a motion for the Acting Treasurer to make a check out of the CDBG 2017 Account in the amount of \$6032.30 payable to Jenks Township for the Maple Street Stormwater Project. Commissioner Snyder seconded the motion. The motion carried unanimously.
13. Commissioner Huffman made a motion to approve the Memorandum of Understanding with Forest County as a System of Care Agency in conjunction with the Forest Warren Mental Wellness Association and that the County Leadership Team agrees to establish a collaborative relationship as Stakeholders and Agency Partners for the System of Care (SOC) Project in order to improve mental health related practices and activities that are consistent with the goals of the SOC Grant. Commissioner Snyder seconded the motion. The motion carried unanimously.

**Public Comment:** There was no public comment.

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