

COMMISSIONERS CONFERENCE

March 22, 2016

The regular meeting of the Jefferson County Commissioners was called to order on March 22, 2016 at 10:30 a.m. in the large conference room, Jefferson Place, Brookville, PA. Members present were John D. Matson, Herbert L. Bullers, Jr. and Jeffrey E. Pisarcik. Also attending were several county officials, and members of the press and public.

Motion by Mr. Bullers, second by Mr. Pisarcik to approve the minutes of the meeting dated March 8, 2016 as presented. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to approve invoices in the amount of \$373,940.30 for the period March 8, through March 22, 2016. Mr. Matson voted yes, Mr. Bullers abstained and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to approve pending invoices in the amount of \$348,529.00. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik that the actual gross payroll in the amount of \$221,671.67 be approved for payment for the period March 6, through March 19, 2016. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers that the tentative gross payroll in the amount of \$226,500.00 be approved for payment for the period March 20, through April 2, 2016. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik to approve the following projects as submitted by the Jefferson County Hotel Tax Committee. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Scripture Rocks Signage Grant	\$5,000
Fair Grant	\$2,000
Truck Pull Grant	\$2,000
PAGO Spring/Summer GO Ad	\$ 750

Motion by Mr. Pisarcik, second by Mr. Bullers to proclaim the month of April as "Child Abuse Prevention Month" in Jefferson County. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to proclaim the month of April as "Autism Awareness Month" in Jefferson County. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik to proclaim the month of April as "Pennsylvania 811 Safe Digging Month" in Jefferson County. Mr. Matson voted yes, Mr. Bullers voted

Motion by Mr. Pisarcik, second by Mr. Bullers to adjourn. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik to enter into the following Human Services Development Fund contract on behalf of Children & Youth Services for the period July 1, 2015 through June 30, 2016. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Clearfield-Jefferson Drug and Alcohol Commission           \$7,200

Motion by Mr. Pisarcik, second by Mr. Bullers to appoint Matthew Kaye, Fairwinds In the Forest Cabins & Lodge of Cooksburg to the Jefferson County Hotel Tax Committee. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to enter into a grant agreement with the Pennsylvania Department of Environmental Protection for the approval of an Act 101, 901 Municipal Waste Planning Grant in the amount of \$15,224. The grant will be used to update the County's Municipal Waste Management Plan. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to enter into an agreement with Heather Wells of DuBois to provide office cleaning services to District Judge Inzana in the amount of \$185.00 per month. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers to execute Resolution Number 2016-03 designating the Chairman of the Board of County Commissioners to execute all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik to enter into a Municipal Assistance Grant Contract with the Department of Community and Economic Development in the amount of \$25,000. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Pisarcik, second by Mr. Bullers, to award the construction contract for Contract No. CDBG-C13-02; Borough of Sykesville – Sykes Street Alley Waterline Relocation Project, to the low bidder, C & R Directional Boring, LLC., in the amount of \$154,364.80. This award is contingent upon the contractor fulfilling all contract requirements. In addition, this motion authorizes the Chairman of the Board of County Commissioners to execute all contract documents with C & R Directional Boring, LLC, including any change orders to the contract. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

Motion by Mr. Bullers, second by Mr. Pisarcik to accept a bid in the amount of \$8,000 from the Connellsville Township Volunteer Fire Department for the purchase of the Cummins Generator that is being replaced at the Jefferson County Jail. Mr. Matson voted yes, Mr. Bullers voted yes and Mr. Pisarcik voted yes.

At this time, David Black, former County Commissioner asked to address the Commissioners. Mr. Black stated that this was in reference to the Courthouse water leak that occurred recently and an invoice from ServPro that was on the bill approval sheet today and the Ethics Law. (Mr. Bullers is the owner of ServPro).

Mr. Black stated that no public official shall enter into any contract valued at \$500 or more with the governmental body with which the public official is associated or any subcontract valued at \$500 or more with any person who has been awarded a contract with the governmental body, unless the contract has been awarded through an open and public process of all proposals considered.

Mr. Black then stated that any public officials who is in charge of his official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and prior to the voted being taken, publicly announce and disclose the nature of his interest as a public record in written form to be given to the person responsible for recording the minutes of the meeting at which the vote was taken.

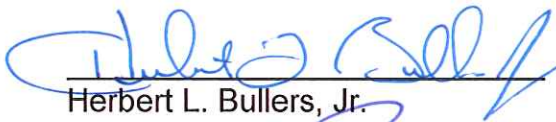
Mr. Matson stated that when the leak occurred over a weekend, he contacted Mr. Pisarcik and they discussed what they needed to do. It was at that time that both Commissioner Matson and Commissioner Pisarcik made the decision to contact ServPro immediately to do the cleanup. Mr. Bullers was not consulted in the decision.

Mr. Bullers stated that he will respond at a later date.



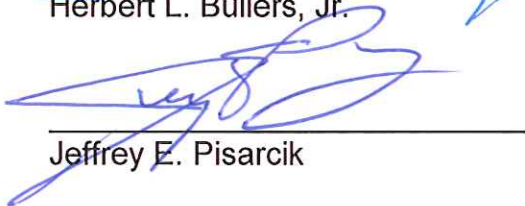
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John D. Matson, Chairman



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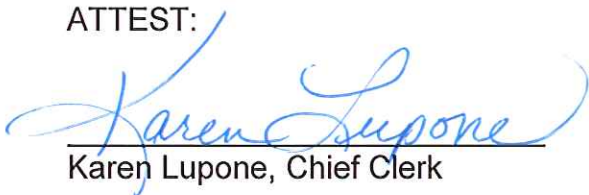
Herbert L. Bullers, Jr.



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Jeffrey E. Pisarcik

ATTEST:



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Karen Lupone, Chief Clerk

**JEFFERSON COUNTY INVOICE APPROVAL  
3/9/16 THROUGH 3/22/16**

Vendor	Invoice Description	Invoice Amount
<b>Fund 10 - GENERAL FUND</b>		
1425 - BROOKVILLE MUNICIPAL AUTHORITY	CO.WATER/SEWAGE 1/8/16-2/5/16	5,148.65
1738 - COMMUNITY ACTION	CO.ALLOCATION 1QTR 2016	12,203.00
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	CO.GRANT/DRO/WDJ/EXT RENT/REIMB MARCH 2016	9,758.49
3639 - PA DEPARTMENT OF REVENUE-SIT ACH	SIT STATE INCOME TAX	6,348.58
3726 - PENN STATE COOPERATIVE EXTENSION	CO.APPROPRIATION MARCH 2016	5,313.00
5092 - UNITED STATES TREASURY ACH	FIT/FICA	52,945.18
5268 - COMMONWEALTH OF PA-SHER/SEMI-ANNUAL REP	SHER-SURCHARGE FEES 9/1/15-2/29/16	5,420.00
6318 - ENDERS PLUMBING & HEATING CO.	JAIL RENOVATION-PLUMBING CONTRACT THRU 2/29/16	9,949.50
6643 - SERVPRO OF CLARION, JEFFERSON & FOREST CO.	CH-M&R/WATER LEAK DAMAGE-BASEMENT	12,505.49
7864 - ARCON CONTRACTING, INC.	JAIL RENOVATION-GENERAL CONTRACT THRU 2/29/16	85,590.00
7899 - HRANEC SHEET METAL	JAIL RENOVATION-HVAC CONTRACT THRU 2/29/16	10,305.00
C&Y EXPENDITURES	C&Y-ADOPTION/SPLC/BOARD FEBRUARY 2016	74,759.80
MISCELLANEOUS	UNDER \$5,000	60,392.94
Account 1010 - CASH - CHECKING ACCT. Totals		<u>\$350,639.63</u>
<b>GENERAL FUND Totals</b>		<u>\$350,639.63</u>
<b>Fund 21 - LIQUID FUEL FUND</b>		
3843 - PINE CREEK TOWNSHIP	LF-ROAD MAINTENANCE/PLOWING INV. #90	4,000.00
Account CDBG		
5359 - DD35 COURIER EXPRESS (McLEAN PUBLISHING CO)	2014 CDBG-2015 REVIEW/FLOOD PLAIN NOTICE #2	382.09
5617 - DD35 GWIN, DOBSON & FOREMAN, INC.	SYKESVL/SYKES ST WTRLNE REPL INV #4 2013 CDBG	1,150.00
5617 - DD35 GWIN, DOBSON & FOREMAN, INC.	REY/WORTH ST SANITARY SEWER REPL INV #3 2014	1,000.00
5347 - DD35 PAHRA	CD&H ANNUAL CONFERENCE/SETREE 4/25-26/16	150.00
CDBG Totals		<u>\$2,682.09</u>
Account HOME		
5418 - DD35 MGM CONSTRUCTION	2011 HOME-CONST/NCHLSN FINAL PMT	10,279.00
<b>Fund 73 - OFFENDER SUPERVISION FUND</b>		\$1,626.08
<b>Fund 74 - DRUG TASK FORCE</b>		\$4,713.50
<b>GRAND TOTAL</b>		<u><u>\$373,940.30</u></u>
<b>PENDING INVOICES</b>		\$348,529.00

Call 811 Before You Dig in Jefferson County  
Designating the month of April 2016 as "Pennsylvania 811 Safe Digging Month."

WHEREAS, As engineers, designers, excavators and homeowners work to keep pace with this Commonwealth's unprecedented economic development, it is important to minimize damage to underground utility lines, danger to workers, environmental pollution and loss of utility service to Pennsylvania citizens; and

WHEREAS, The Pennsylvania One Call System, a utility service information center celebrating more than 44 years of continuous service to the Commonwealth, is key to preventing injuries and damage when excavating; and


WHEREAS, This unique service provides easy, one-call notification about construction and excavation projects which may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

WHEREAS, This vital service, which began with only six utility companies in western Pennsylvania and the City of Pittsburgh, now serves more than 100,000 excavators and 3,600 critical infrastructure owners throughout this Commonwealth; and

WHEREAS, Each year, the Pennsylvania One Call System receives more than 750,000 notification requests and transmits more than six million notifications, providing protection to utility companies, their employees and customers; therefore be it


RESOLVED, That the Jefferson County Commissioners designate the month of April 2016 as "Pennsylvania 811 Safe Digging Month" to encourage all excavators and homeowners of Jefferson County to dial 8-1-1 or 1-800-242-1776 before digging in order to "Know What's Below," avoid injury, protect the environment, and prevent millions of dollars in damages and to remind excavators that three business days' notice is the law, for safe digging is no accident, and that more information may be obtained by visiting [www.paonecall.org](http://www.paonecall.org).

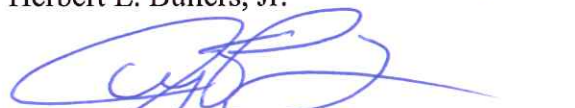
JEFFERSON COUNTY COMMISSIONERS

  
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John D. Matson, Chairman

ATTEST:

  
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Karen Lupone, Chief Clerk

  
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Herbert L. Bullers, Jr.

  
\_\_\_\_\_  
Jeffrey E. Pisarcik

DESIGNATION OF AGENT

RESOLUTION

BE IT RESOLVED The Board of Commissioners OF Jefferson County  
(Governing Body) (Public Entity)

THAT John D. Matson, Chairman  
(Name) (Title)

is hereby authorized to execute for and in behalf of

Jefferson County

a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program (HMGP) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).

Passed and approved this 22nd day of March, 2016.

CERTIFICATION

I, John D. Matson, duly appointed and Chairman  
(Name) (Title)

of Jefferson County Commissioners, do hereby certify that the above is a true and correct copy of  
(Public Entity)

a resolution passed and approved by the Board of Commissioners  
(Governing Body)

of Jefferson County on the 22nd day of March 182016

John D. Matson  
(Signature)

Commissioner Chairman  
(Official Position)

3-22-16  
(Date)