

AGENDA
COMMISSIONERS CONFERENCE
APRIL 9, 2024

- I Call to Order
- II Unfinished Business/Correspondence
- III Motion by _____, second by _____, to approve the minutes of the meeting dated March 26, 2024 as presented.
- Vote called: Aye _____ Nay _____ Abstain _____
- IV Motion by _____, second by _____ to approve invoices in the amount of \$908,290.34 for the period March 23, through April 7, 2024.
- Vote called: North _____ Humes _____ Pisarcik _____
- V Motion by _____, second by _____ that the actual gross payroll in the amount of \$328,500.98 be approved for payment for the period March 10, through March 23, 2024.
- Vote called: North _____ Humes _____ Pisarcik _____
- VI Motion by _____, second by _____ to accept the bid for mowing and trimming costs associated with all county properties from BWB Landscaping of Knoxdale in the amount of \$1,495.00 per month through October 31, 2024.
- Vote called: Aye _____ Nay _____ Abstain _____
- VII Motion by _____, second by _____ to enter into a contract between the County and Community Action, Inc. for administering 2022/2023 PHARE Funds on behalf of the County through the Housing Emergency Repair Assistance Program (HERAP). The grant total is \$77,000, from which the County will authorize payment to Community Action for Project Delivery \$2,000 and Administration \$3,850.
- Vote called: Aye _____ Nay _____ Abstain _____
- VIII Motion by _____, second by _____ to approve the changes to the revised Jefferson County Personnel Policy retroactive to April 1, 2024.
- Vote called: Aye _____ Nay _____ Abstain _____
- IX Motion by _____, second by _____, to enter into a Member Subscriber Agreement with Inspirit Group, LLC d/b/a STOPit. This program allows employees to anonymously report safety, misconduct, or compliance concerns to help others or connect with trained Crisis Counselors from the Crisis Text Line™ to help themselves. The cost of said services shall be borne and paid for by PCoRP and PComp.
- Vote called: Aye _____ Nay _____ Abstain _____

X Motion by _____, second by _____ to proclaim the month of April 2024 as “Autism Awareness Month” in Jefferson County.

Vote called: Aye _____ Nay _____ Abstain _____

XI Public Comments

XII Close Public Comments

XIII Motion by _____, second by _____, that the meeting be adjourned.

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

April 23, 2024 – ELECTION DAY – Polls will be open from 7:00 a.m. to 8:00 p.m.

Commissioners Meeting – April 23, 2024 – 10:30 a.m. – Jefferson Place

Jail Board Meeting – April 23, 2024 – 12:00 p.m. – Jefferson Place

Jefferson County Invoice Approval
03/23/2024 through 04/07/2024

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD-ASSISTANT/JUV APRIL 2024	2,125.00
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	BUY UP DENTAL PREMIUM #080417-001 MARCH 2024	1,978.15
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	DENTAL PREMIUM #080417-000 MARCH 2024	2,463.45
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	HEALTH INSURANCE #105352-17 MARCH 2024	182,080.75
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL-WATER/SEWAGE 2/9/24-3/11/24 #07-125.00	2,963.02
1536 - CAMPBELL DURRANT, P.C.	HR-PROF SERVICES FEBRUARY 2024	5,501.98
1588 - CDW GOVERNMENT CDW-G	VA-EQUIPMENT/DELL LAPTOP (Serial #2HPNKKY3)	1,082.13
1588 - CDW GOVERNMENT CDW-G	COR-EQUIPMNT/DELL LAPTOP/MS OFFICE (Serial#F139LYS)	1,335.91
1702 - CLEARFIELD-JEFFERSON COUNTIES REGIONAL AIRPORT	CO. ALLOCATION APRIL 2024	6,666.67
1735 - PA MUNICIPAL RETIREMENT SYSTEM-PMRS	EMPLOYEE CONTRIBUTIONS-MARCH 2024	81,209.83
1738 - COMMUNITY ACTION	ERAP-2 Program Costs	6,314.94
1738 - COMMUNITY ACTION	ERAP-2 Program Costs	26,639.95
1738 - COMMUNITY ACTION	ERAP-2 Program Costs	45,867.22
1738 - COMMUNITY ACTION	ERAP-2 Program Costs	47,825.03
2337 - GLASS ERECTORS INC.	CH-M&R/FURNISH&INSTALL SW100 OPERATOR on FRNT DOOR	1,792.01
2673 - INFOCON CORPORATION	CT-SERVICE FEBRUARY 2024 #JEF3049	1,037.40
2673 - INFOCON CORPORATION	PROTH-SERVICE FEBRUARY 2024 #JEF3072	1,469.84
2673 - INFOCON CORPORATION	ASSMNT/TCB-PRINTING/2024 RE/OCC TAX NOTICES #JEF3485	12,218.95
2735 - JEFFERSON COUNTY CONSERVATION DISTRICT	CO.APPROPRIATION 2QTR 2024	20,984.25
2746 - JEFFERSON COUNTY HISTORICAL SOCIETY INC.	2024 CO. ALLOCATION	10,000.00
3058 - SMITH PROPANE & OIL (was LOCKARD until 8/17)	CO. GAS JANUARY 2024	2,421.46
3058 - SMITH PROPANE & OIL (was LOCKARD until 8/17)	CO. GAS FEBRUARY 2024	2,846.86
3603 - WASTE MANAGEMENT (ADVANCED DISPOSAL)(VEOLIA)(ONYX)	JAIL-SERVICE APRIL 2024 #11-63377-12378	1,116.84
3726 - PENN STATE COOPERATIVE EXTENSION	CO.APPROPRIATION APRIL 2024	5,426.25
3856 - PITNEY BOWES RESERVE ACCOUNT	SDJ-POSTAGE ACCT#19114495	1,875.00
3856 - PITNEY BOWES RESERVE ACCOUNT	EDJ-POSTAGE ACCT#35598440	2,500.00
3856 - PITNEY BOWES RESERVE ACCOUNT	WDJ-POSTAGE ACCT#47949029	2,500.00
3856 - PITNEY BOWES RESERVE ACCOUNT	JP-POSTAGE ACCT#36104578	5,000.00
4697 - UNITED MINE WORKERS - JAIL DUES	UNION DUES-MARCH 2024	1,142.18
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL-MEDICAL SERVICES APRIL 2024 #51427	53,823.13
6346 - J.D. RYAN LAW OFFICES	CT-COUNSEL/PAYMENT APRIL 2024	3,375.00
6346 - J.D. RYAN LAW OFFICES	COMM-SOLICITOR 2QTR 2024	7,500.00
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	CO. LIFE INSURANCE-APRIL 2024 JEFFERPA-BL-1582245 #468488317	1,688.16
9706 - CICCHINELLI FORTUNATO LLC	PD-ASSISTANT APRIL 2024	2,500.00
DELINQUENT TAX		66,217.01
MISCELLANEOUS	MISC. UNDER \$1,000	36,537.37
C&Y EXPENDITURES	C&Y EXPENSES	203,744.01
		<u>861,769.75</u>
Fund 21 - LIQUID FUEL FUND		
4694 - UNITED ELECTRIC COOPERATIVE INC	5500450300	15.02
4694 - UNITED ELECTRIC COOPERATIVE INC	5500450300	14.62
		<u>29.64</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	2021 CDBG Corsica Water St Phase II	1,738.66
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	2023.11.30	12,405.93
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	2024.01.31	2,918.23
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	2023.12.31	9,613.97
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	2023.10.31	5,802.71
		<u>32,479.50</u>
Fund 73 - OFFENDER SUPERVISION FUND		
8232 - AXON ENTERPRISE	APO Tasers	1,733.92
9033 - BROOKVILLE HOMETOWN MARKET	APO Supplies	40.41
9033 - BROOKVILLE HOMETOWN MARKET	APO Supplies	237.12
7194 - OSF73 JEFFERSON COUNTY	on call services	12,000.00
		<u>14,011.45</u>
GRAND TOTAL		<u><u>908,290.34</u></u>