

AGENDA  
COMMISSIONERS CONFERENCE  
MARCH 11, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the minutes of the meeting dated February 25, 2025 as presented.

Vote called: Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

IV Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve invoices in the amount of \$1,048,293.34 for the period February 22, through March 7, 2025.

Vote called: North \_\_\_\_\_ Humes \_\_\_\_\_ Pisarcik \_\_\_\_\_

V Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the actual payroll in the amount of \$327,567.33 for the period of February 9, through February 22, 2025.

Vote called: North \_\_\_\_\_ Humes \_\_\_\_\_ Pisarcik \_\_\_\_\_

VI Motion by \_\_\_\_\_, second by \_\_\_\_\_, to proclaim the week of March 16 – 22, 2025 as “Pennsylvania 4-H Week” throughout Jefferson County.

Vote called: North \_\_\_\_\_ Humes \_\_\_\_\_ Pisarcik \_\_\_\_\_

VII Public Comments

VIII Close Public Comments

IX Motion by \_\_\_\_\_, second by \_\_\_\_\_, that the meeting be adjourned.

Vote called: Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

# ANNOUNCEMENTS

*Commissioners Meeting – March 25, 2025 – 10:30 a.m. – Jefferson Place*

*Offices up for election in 2025:*

*Coroner  
District Attorney  
Prothonotary & Clerk of Courts  
Treasurer*

*Last day to circulate petitions is March 11, 2025*

*Casting of Lots for Ballot Position – March 19, 2025 – 12:00 p.m.  
Large Conference Room, 2<sup>nd</sup> Floor, 155 Main Street, Brookville*

**Jefferson County Procedures for Public Meetings:**

- 1. Roberts Rules of Order shall be the guide for meeting conduct.**
- 2. Public comment is welcome on any matter of financial impact and during the Public Comment portion.**
- 3. Remarks shall be limited to three minutes and respect for others is expected.**
- 4. The presiding officer shall adjudicate all matters, issues, debates and questions.**

Jefferson County Invoice Approval  
02/22/2025 through 03/07/2025

Vendor	Invoice Description	Amount
<b>Fund 10 - GENERAL FUND</b>		
1062 - SCOTT C. ALLEN	PD - Assistant Juv - March 2025	2,125.00
1218 - BATTAGLIA PRINTING	ASSMT-1/2 Cost Tax Envelopes/Postage-8 Twps/1 Borough	3,615.68
1536 - CAMPBELL DURRANT, P.C.	HR - Special Labor Counsel - January 2025	2,454.73
1588 - CDW GOVERNMENT CDW-G	IT - Cradlepoint E300 Router - PO# 12/26/20244179	2,090.98
1608 - CENTRE COMMUNICATIONS	911 -Clover Run Repair	1,079.00
1735 - PA MUNICIPAL RETIREMENT SYSTEM-PMRS	Employee Contributions - February 2025	53,760.93
1738 - COMMUNITY ACTION	HERAP-Jan 2025-Project Delivery/Admin/Emerg Repair Assist	9,960.66
1738 - COMMUNITY ACTION	HERAP-Nov 2024-Project Delivery/Admin/Emerg Repair Assist	16,559.10
1738 - COMMUNITY ACTION	HERAP-Dec 2024-Project Delivery/Admin/Emerg Repair Assist	18,917.46
1738 - COMMUNITY ACTION	MATP - Transportation - January 2025	103,604.11
2673 - INFOCON CORPORATION	ASSMT-JEF3486 Tax Claim System/e-Archives - Feb 2025	1,200.67
2673 - INFOCON CORPORATION	ASSMT-JEF3486 Tax Claim System/e-Archives - Mar 2025	1,200.67
2673 - INFOCON CORPORATION	ASSMT-JEF3485 RE Tax Imaging/Mgt/Bill - Feb 2025	1,270.17
2673 - INFOCON CORPORATION	ASSMT-JEF3485 RE Tax Imaging/Mgt/Bill - Mar 2025	1,270.17
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT - Rent - March 2025	2,916.67
2849 - KENDALL'S KREATIONS	ASSMT-1/2 Cost 2,500 Tax Envelopes/Postage-Reynoldsville Boroug	1,044.50
2849 - KENDALL'S KREATIONS	ASSMT-1/2 Cost 6,000 Tax Envelopes/Postage-Punxsutawney Boroug	2,566.00
3225 - MCCLEARY BUSINESS MACHINES	ASSMT -Ricoh Printer - PO# 2025-02-11-4140	1,750.00
3604 - UGI ENERGY SERVICES, LLC(was OPENFLOW ENER	JAIL -C5059 Nat Gas Supply 12/31/24-01/31/25	1,484.80
3856 - PITNEY BOWES RESERVE ACCOUNT	JP - Postage Reserve Account# 36104578	1,500.00
3856 - PITNEY BOWES RESERVE ACCOUNT	SDJ - Postage Reserve Account# 19114495	1,500.00
4694 - UNITED ELECTRIC COOPERATIVE INC	911 -Acct#5500433400 Fire Tower Electric 1/20/25-2/20/25	1,476.41
4697 - UNITED MINE WORKERS - JAIL DUES	Employee Dues - February 2025	1,455.52
4853 - THOMSON REUTERS - WEST	LAW LIB -Online/Software Subscription - Jan 2025	2,725.69
5340 - SUSQUEHANNA SACS (GROUP ADVISORS)	FINANCE-Jan 2025-12 hrs Jefferson Co Audit Prep & 1 hr SWA	1,958.60
5699 - SUPER LAUNDRY EQUIPMENT CORPORATION	JAIL-Customer# 762636-Replace Thermostat/Switch/Valve/Valve Dr	1,349.55
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL - Catastrophic Billing - Boulineau, Ronnie	1,609.46
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL - Inmate Medical Services for March 2025	55,868.41
6319 - ANGELA MASON, LCSW	PD -Legal Services 1/18/25-2/13/25 - Greeley #562 of 2023	7,437.50
6393 - SPRINGHILL GROUP	911 - Rent-March 2025 - Coolspring Tower	1,386.12
7254 - JOHNSON CONTROLS	CH - Replace 2 Compressors on York YLAA Chiller	24,974.00
7699 - BWB LANDSCAPING	JAIL/911 - Winter Maintenance - January 2025	1,375.00
7989 - ZITO BUSINESS	IT -C-JEFRSN Dark Fiber/Dedicated Internet-Feb 2025	2,506.19
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	Life Ins Premiums-Mar 2025-Acct#JEFFERPA-BL-1582245	1,636.45
8304 - 1-STEP DETECT	AD PROB - Drug Tests qty 750	2,582.50
8484 - MCNEES WALLACE & NURICK LLC	COMM - Litigation-January 2025 - Jail Construction	7,197.18
8840 - AUTOMATED LOGIC CONTRACTING SERVICES	JAIL - System Verification - Service Invoice 560764	2,120.00
9062 - XTREME CLEANING SOLUTIONS LLC	JP-CH-911 - Cleaning Services	4,758.00
9453 - MCQUOWN TIRE & AUTO LLC	AD PROB-Repair/Inspect 2015 Ford Interceptor MG4086H	1,330.00
9706 - CICCINELLI FORTUNATO LLC	PD - Assistant - March 2025	2,500.00
9715 - TALADAY LAW GROUP LLC	CTS - Legal Services - Jan 2025 -Inv 5253-5268	1,080.00
9784 - ELAN FINANCIAL SERVICES	DIENES - TeamViewer Annual Software Subscription	2,674.96
9784 - ELAN FINANCIAL SERVICES	GORDON - Airline Tickets and 30 Anger Mgmt Books	4,962.65
9861 - Vision Government Services, Inc	ASSMT-DataScout OneMap Software & 50 Hrs Mapping Services	23,500.00
DELINQUENT TAX	November 2024	34,660.21
MISCELLANEOUS	MISC. UNDER \$1,000	34,475.61
C&Y EXPENDITURES	C&Y EXPENSES	<u>588,273.24</u>
		1,047,744.55
<b>Fund 21 - LIQUID FUEL FUND</b>		
4694 - UNITED ELECTRIC COOPERATIVE INC	LF -Acct#5500450300 Outdoor Lighting 01/15/25-02/15/25	<u>13.25</u>
		13.25
<b>Fund 35 - COMMUNITY DEVELOPMENT</b>		
2745 - JEFFERSON COUNTY	County Staff Admin - CDBG	<u>500.00</u>
		500.00
<b>Fund 73 - OFFENDER SUPERVISION FUND</b>		
9517 - AMAZON CAPITAL SERVICES	OSF -APO Coffee Filters	<u>35.54</u>
		35.54
<b>GRAND TOTAL</b>		<u><u>1,048,293.34</u></u>

## PENNSYLVANIA 4-H WEEK PROCLAMATION

WHEREAS, 4-H is America's largest youth development organization, supporting nearly six million youth across the country; and

WHEREAS, 4-H has helped 575 youth in Jefferson County to become confident, independent, resilient, and compassionate leaders as they learn by doing; and

WHEREAS, 4-H in Pennsylvania is delivered by Penn State Extension in rural areas, small towns, and cities in all 67 counties of the Commonwealth to more than 77,000 youth ages 5-18;

WHEREAS, 4-H youth in Pennsylvania are served by a network of staff members and more than 6,000 adult volunteers who engage and mentor youth in learning activities and hands-on projects in topics such as animal science, civic engagement, STEM, and health and wellness;

WHEREAS, Pennsylvania 4-H Week showcases the incredible ways that 4-H inspires kids to achieve and highlights the remarkable 4-H youth in Jefferson County who work each day to make a positive impact on those around them; and

WHEREAS, 4-H's network provides youth with opportunities for leadership development, career exploration, problem solving, friendships, community involvement, passion, and purpose;

NOW, THEREFORE, we do hereby proclaim March 16-22, 2025 as PENNSYLVANIA 4-H WEEK throughout Jefferson County and encourage our citizens to acknowledge and celebrate 4-H for its valuable service and continued efforts to empower youth with a foundation of success for a lifetime.

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date



PennState Extension