

AGENDA
COMMISSIONERS CONFERENCE
MAY 27, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated May 13, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$919,589.49 or the period April 18, through May 9, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$334,330.75 for the period of May 10, through May 22, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to award the bid for the CDBG FFY 2022 Borough of Corsica, Pine Street and Maple Street Waterline Replacement Project to Smith's Lawn and Landscaping, LLC in the amount of \$140,257.23.

Vote called: North _____ Humes _____ Pisarcik _____

VII Motion by _____, second by _____, to award the bid for the CDBG FFY 2023 Borough of Reynoldsville Worth Street Waterline Replacement Project to Dave Roman Excavating, Inc. in the amount of \$204,140.00.

Vote called: North _____ Humes _____ Pisarcik _____

VIII PUBLIC INFORMATION:

IX Public Comments

X Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Commissioners Meeting – June 10, 2025 – 10:30 a.m. – Jefferson Place

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.
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Jefferson County Invoice Approval
05/10/2025 through 05/22/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD Assistant-Juvenile - June 2025	2,125.00
1074 - WINDSTREAM	911 Acct#021612652 Telephone 05/04/25-06/03/25	3,370.95
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-May 2025 Group# 080417-000	2,453.25
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-May 2025 Group#080417-001	2,761.85
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-May 2025 Group#105352-17	199,958.24
1218 - BATTAGLIA PRINTING	ELECT Official Ballots-Provisional/Absentee/Mail-In/Elect Day	8,106.84
1588 - CDW GOVERNMENT	IT-5 Computers and 2 Monitors PO#4/29/20254125-Comm Office	4,445.85
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROTH Title 75 DUI - April 2025	3,290.33
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	AD PROB RP Grant#43907 Q4 Care Eval/Coord-Apr 2025	9,601.78
1738 - COMMUNITY ACTION	HERAP Admin Costs/Emergency Repair Assist-April 2025	4,383.00
2411 - GWIN DOBSON & FOREMAN INC.	Engineer/Design Road/Drainage-Project 24051 Service Center Rd	4,363.78
2673 - INFOCON CORPORATION	JEF3071-PROTH Clerk of Courts System/Imaging -June 2025	1,005.82
2673 - INFOCON CORPORATION	JEF3071-PROTH Clerk of Courts System/Imaging-Apr 2025	1,005.82
2673 - INFOCON CORPORATION	JEF3049-CTS Court Admin System/Devices -June 2025	1,058.15
2673 - INFOCON CORPORATION	JEF3486-ASSMT Tax Claim System/Devices/e-Archives-June 2025	1,200.67
2673 - INFOCON CORPORATION	JEF3485-ASSMT RE/Occ Tax Mgt/Imaging/Bill-June 2025	1,270.17
2673 - INFOCON CORPORATION	JEF3072-PROTH Prothonotary Devices/Imaging-June 2025	1,499.24
2673 - INFOCON CORPORATION	JEF3072-PROTH Prothonotary Sys/Devices/Imaging-Apr 2025	1,499.24
2673 - INFOCON CORPORATION	JEF2185-REG/REC System/Imaging/Devices -June 2025	2,301.28
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT Rent - June 2025	2,916.67
3723 - PENELEC	Master Acct# 200 000 011 797 for 03/24/25-04/21/25	13,664.66
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscrip-Apr 2025	2,885.97
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL Cust#JCJ349 Meals-April 2025 qty 9,513	31,107.51
5340 - SUSQUEHANNA ACCOUNTING & CONSULTING SOLU	FIN -Jeff Co Audit Prep/Operation & Mileage-43.75 hrs/594 mi	6,540.80
6393 - SPRINGHILL GROUP	911 Coolspring Tower Rent - June 2025	1,386.12
7989 - ZITO BUSINESS	IT ID# C-JEFRSN Dark Fiber/Dedicated Internet-May 2025	2,505.06
8304 - 1-STEP DETECT	AD PROB RP Grant#43907 Q4 - 400 Drug Tests	1,345.50
8602 - STALLION MECHANICAL	JAIL Office RTU-Install New Motors/Capacitors/Contactor	3,059.50
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - April 2025	5,622.85
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - May 2025	6,148.35
9062 - XTREME CLEANING SOLUTIONS LLC	JP-CH-911 Building Cleaning Services	4,758.00
9246 - SERVICE ACCESS & MANAGEMENT INC.	JAIL Therapist - April 2025	8,654.43
9706 - CICCHINELLI FORTUNATO LLC	PD Assistant - June 2025	2,500.00
9774 - BERKELEY RESEARCH GROUP LLC	COMM -Professional Services-Oct 2024 -Jail Project	1,370.25
9774 - BERKELEY RESEARCH GROUP LLC	COMM -Professional Services-Feb 2025 -Jail Project	5,289.38
9774 - BERKELEY RESEARCH GROUP LLC	COMM -Professional Services-Dec 2024 -Jail Project	12,799.50
9774 - BERKELEY RESEARCH GROUP LLC	COMM -Professional Services-Mar 2025 -Jail Project	16,843.31
9784 - ELAN FINANCIAL SERVICES	SONGER -Hotel and Meals	1,318.62
9784 - ELAN FINANCIAL SERVICES	TURNER-Repair Supplies for Jail & EDJ/Push Mowers/Trimmer/Tools	1,962.07
9784 - ELAN FINANCIAL SERVICES	PARK-Hotel, Publication Subscrip, Conferences, Training Manuals	3,314.88
5971 - QUALITY BUILDERS & REMODELERS INC	WHRP Roof/Gutter/Downspouts/Windows -Ellsworth Ave, Punxsutaw	21,375.00
DELINQUENT TAX		-
MISCELLANEOUS	MISC. UNDER \$1,000	42,828.12
C&Y EXPENDITURES	C&Y EXPENSES	451,856.83
		907,754.64
Fund 21 - LIQUID FUEL FUND		
3594 - OLIVER TOWNSHIP VOLUNTEER FIRE COMPANY	LF -Cleaning 4 County-Owned Bridges	400.00
		400.00
Fund 35 - COMMUNITY DEVELOPMENT		
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineer/Design 3/30/25-4/26/25 Reynoldsvl-Worth St Waterl	3,430.85
2745 - JEFFERSON COUNTY	County Staff Admin 3/23/25-5/3/25 -County CDBG	3,225.72
2745 - JEFFERSON COUNTY	County Staff Admin 3/23/25-5/3/25 -Punxy CDBG	1,774.37
MISCELLANEOUS	MISC. UNDER \$1,000	1,393.80
		9,824.74
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Cups, Plates, Forks, Snacks, Creamer, Condiments	338.86
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Snacks, Creamer, Drinks	128.57
8786 - NORTH FORK VETERINARY CLINIC	OSF - K-9 Meds/Dental Chews/Food	1,142.68
		1,610.11
GRAND TOTAL		919,589.49