

AGENDA
COMMISSIONERS CONFERENCE
JUNE 24, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated May 27, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$1,004,952.10 for the period June 7, through June 21, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$338,666.49 for the period of June 1, through June 14, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to enter into an agreement with PCN a subsidiary of The Nutrition Group to provide meals to the Jefferson County Jail in the amount of \$3.97 per meal for each meal ordered from July 1, 2025 to June 30, 2026. For each additional year throughout the third year of the contract, Nutrition Group will utilize the Consumer Price Index each year through the third year of the contract which ends June 20, 2028.

Vote called: North _____ Humes _____ Pisarcik _____

VII Motion by _____, second by _____, to enter into a Memorandum of Agreement with Clearfield-Jefferson Drug & Alcohol Commission as the Single County Authority designated under the applicable Pennsylvania Statute to receive settlement funds from the Opioid Misuse Abatement Trust to plan and coordinate drug and alcohol prevention, intervention, and treatment services on behalf of Jefferson County.

Vote called: North _____ Humes _____ Pisarcik _____

VIII Motion by _____, second by _____ to enter into an agreement between the County of Jefferson and Community Action, Inc. to administer the Medical Assistance Transportation Program (MATP) on behalf of the county. The county will reimburse Community Action, Inc. the costs of trips scheduled through PennDOT's Shared Ride Program for senior citizens.

Vote called: North _____ Humes _____ Pisarcik _____

IX PUBLIC INFORMATION:

X Public Comments

XI Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Jail Board Meeting – June 24, 2025 – 11:00 a.m. – Jefferson Place

Commissioners Meeting – July 8, 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.

Jefferson County Invoice Approval
06/07/2025 through 06/19/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD Assistant Juvenile - July 2025	2,125.00
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums Group# 080417-000	2,428.50
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums Group# 080417-001	2,731.29
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums Group# 105352-17	197,631.50
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROTH Title 75 DUI for May 2025	3,158.81
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	AD PROB RP Grant#43907 Q4 Care Coord -May 2025	8,607.59
2411 - GWIN DOBSON & FOREMAN INC.	Engineer/Design Services 04/27/25-05/31/25 Service Center Rd	1,241.50
2673 - INFOCON CORPORATION	JEF3071-PROTH Clerk of Cts System/Imaging -July 2025	1,005.82
2673 - INFOCON CORPORATION	JEF3049-Court Admin System/Devices - July 2025	1,058.15
2673 - INFOCON CORPORATION	JEF3486-ASSMT Tax Claim System/Devices/e-Archives-July 2025	1,200.67
2673 - INFOCON CORPORATION	JEF3485-ASSMT RE/Occ Tax Imaging/Mgt/Bill -July 2025	1,270.17
2673 - INFOCON CORPORATION	JEF3072-Prothonotary System/Devices/Imaging -July 2025	1,499.24
2673 - INFOCON CORPORATION	JEF2185-REG/REC Record Book Imaging/Devices -July 2025	2,301.28
2673 - INFOCON CORPORATION	JEF3486-ASSMT/TC 2025 R&C Notices Printing/Postage	19,577.10
2673 - INFOCON CORPORATION	JEF3486-ASSMT/TC 2025 Upset Tax Sale Notices Print/Postage	28,700.80
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT Rent for July 2025	2,916.67
2735 - JEFFERSON COUNTY CONSERVATION DISTRICT	2025 Jefferson County Appropriation	50,000.00
3501 - NCPRPDC	2025 Per Capita	7,252.20
3703 - PCOMP	PComp Contribution - 3rd Installment	33,203.00
3704 - PCORP	PCoRP Liability Insurance Contributions - 1st Installment	138,190.00
3723 - PENELEC	Master Acct# 200 000 011 797 for 04/22/25-05/20/25	12,612.27
3856 - PITNEY BOWES RESERVE ACCOUNT	WDJ Postage Reserve Account# 47949029	1,500.00
3856 - PITNEY BOWES RESERVE ACCOUNT	JP Postage Reserve Account# 36104578	2,500.00
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL Cust#JCJ349 -Meals for May 2025 qty 10,485	34,327.95
5801 - PRIMECARE MEDICAL, INC.	JAIL Maintenance Medications - April 2025	1,052.96
5801 - PRIMECARE MEDICAL, INC.	JAIL Inmate Medical Services for July 2025	55,868.41
6346 - J.D. RYAN LAW OFFICES	PD Legal Services 12/02/24-06/03/25 01408-Confer CR-468-2024	1,671.86
6346 - J.D. RYAN LAW OFFICES	COURTS Counsel Payment 2025-Q3	3,375.00
6346 - J.D. RYAN LAW OFFICES	COMMISSIONERS Solicitor 2025-Q3	10,000.00
6393 - SPRINGHILL GROUP	911 Rent for July 2025 - Coolspring Tower	1,386.12
7755 - VIGILNET	AD PROB RP Grant#43907 Q4 -SCRAM CAM-May 2025	2,259.50
7989 - ZITO BUSINESS	IT Cust# C-JEFRSN Dark Fiber Lease & Dedicated Internet	2,505.06
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	Life Ins Premiums-June 2025 Acct#JEFFERPA-BL-1582245	1,677.76
8602 - STALLION MECHANICAL	CH Repair Leak in Chiller Line 06/04/25	1,499.00
8756 - CHARLES KLEBACHA	Delivery/Collection of Voting Equipment 05/20/2025 Election	5,400.00
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - June 2025	5,833.05
9062 - XTREME CLEANING SOLUTIONS LLC	JP-CH-911 Cleaning Services	4,758.00
9246 - SERVICE ACCESS & MANAGEMENT INC.	JAIL Therapist - May 2025 (prorated)	2,412.62
9706 - CICCHINELLI FORTUNATO LLC	PD Assistant - July 2025	2,500.00
9774 - BERKELEY RESEARCH GROUP LLC	COMM Professional Services-April 2025 -Jail Project	8,400.00
9853 - Jennifer Faught	HG-Security Deposit; First Month Rent	1,700.00
9917 - Michael Boboige	HG - House Assistance	2,050.00
9918 - E&E Rentals	HG - First Month's Rent & Security Deposit	1,590.00
9867 - Blose Brothers Corporation	WHRP 24-001 Final Pmt -Pansy Ringgold Rd, Summerville	13,800.00
9888 - On The Level Contracting	WHRP 25-006 Pmt 1 for Materials -Dixon Rd, Brookville	13,245.00
DELINQUENT TAX		
MISCELLANEOUS	MISC. UNDER \$1,000	38,623.22
C&Y EXPENDITURES	C&Y EXPENSES	245,289.39
		<u>983,936.46</u>
Fund 21 - LIQUID FUEL FUND		
9919 - Brockway Volunteer Hose Company Inc.	LF -Cleaning County-Owned Crenshaw Bridge	100.00
7239 - LARSON DESIGN GROUP, INC.	LF89 JC-8 Kramer Rd Bridge Engineering 03/02/25-03/29/25	11,671.90
4806 - WARSAW TOWNSHIP VOLUNTEER FIRE COMPANY	LF -Cleaning 2 County-Owned Bridges -Munderf & Clear Run	200.00
		<u>11,971.90</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	County Staff Admin Costs	5,977.84
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineer/Design 04/27/25-05/31/25 Reynoldsville-Worth St W	3,019.70
		<u>8,997.54</u>
Fund 73 - OFFENDER SUPERVISION FUND		
1832 - CULLIGAN WATER CONDITIONING	OSF-CT 5-gal Bottled Water qty 3 & Equipment Rental	46.20
		<u>46.20</u>
GRAND TOTAL		<u><u>1,004,952.10</u></u>