

714,346.91
AGENDA
COMMISSIONERS CONFERENCE
JULY 8, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated June 24, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$714,346.91 for the period June 22, through July 2, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$317,795.51 for the period of June 15, through June 28, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to adopt a Time and Attendance Policy to be followed by all Jefferson County employees.

Vote called: North _____ Humes _____ Pisarcik _____

VII Motion by _____, second by _____, to enter into a three-year agreement with PrimeCare Medical, Inc. to provide health care services to inmates/patients in the Jefferson County Jail. The effective date of the agreement shall be January 1, 2026 and concluding o December 31, 2028. Cost of services for the first year shall be \$64,528.01 per month with a cost of living adjustment for each of the remaining years.

Vote called: North _____ Humes _____ Pisarcik _____

VIII Motion by _____, second by _____, to enter into an agreement with the Office of Medical Assistance Programs to participate in the Pennsylvania Medical Assistance Transportation Program. Term of said program will be July 1, 2025 through June 30, 2026.

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

Commissioners Meeting – July 22, 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
06/20/2025 through 07/03/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1074 - WINDSTREAM	911 Acct#021612652 Telephone 06/04/25-07/03/25	3,370.95
1536 - CAMPBELL DURRANT, P.C.	HR Special Labor Counsel 05/02/25-05/29/25	1,022.00
1566 - CARTER BIANCO, LLP	CTS Legal Services-OC -May 2025	1,058.33
1738 - COMMUNITY ACTION	MATP -Transportation -May 2025	104,782.54
1846 - GEORGE N. DAGHIR ATTORNEY AT LAW	PD Legal Services 03/19/25-06/16/25 Peffer, Brett	1,001.00
1846 - GEORGE N. DAGHIR ATTORNEY AT LAW	PD Legal Services 03/07/25-06/16/25 Brotherton, Matthew	1,367.66
3856 - PITNEY BOWES RESERVE ACCOUNT	SDJ Postage Reserve Account# 19114495	1,500.00
3856 - PITNEY BOWES RESERVE ACCOUNT	CH Postage Reserve Account # 50171792	2,500.00
4697 - UMW GENERAL FUND	Employee Dues -June 2025	1,521.68
5340 - SUSQUEHANNA ACCOUNTING & CONSULTING SOLU	FINANCE- 68 Hours County Audit Prep/Operation + 990 Miles	10,213.00
7832 - THE WILKINS CO. INC.	JAIL Agreement#1124 Inspect Fire Alarm System -Cust# 837	7,487.00
8484 - MCNEES WALLACE & NURICK LLC	COMM -Litigation-May 2025 -Jail Construction	26,798.62
9784 - ELAN FINANCIAL SERVICES	PARK -Tourism Brochures/Hotel/Display Rack, Assmt CPE Renewals	1,788.85
9920 - Technique Roofing Systems LLC.	JAIL -Roof Repairs as per 03/06/2025 Repair Proposal	17,518.00
DELINQUENT TAX	March 2025	152,154.38
MISCELLANEOUS	MISC. UNDER \$1,000	29,884.11
C&Y EXPENDITURES	C&Y EXPENSES	338,002.26
		<u>701,970.38</u>
Fund 21 - LIQUID FUEL FUND		
7239 - LARSON DESIGN GROUP, INC.	LF89 JC-8 Kramer Road Bridge Engineering	3,703.53
4694 - UNITED ELECTRIC COOPERATIVE INC	LF -Acct#5500450300 Outdoor Lighting 05/15/25-06/15/25	13.25
		<u>3,716.78</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineering 03/30/25-04/26/25 Corsica-Maple/Pine Waterline	798.18
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineering 03/30/25-04/26/25 Corsica-Maple/Pine Waterline	1,341.49
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineering 04/27/25-05/31/25 Corsica-Maple/Pine Waterline	1,506.82
2745 - JEFFERSON COUNTY	County Staff Costs 03/23/25-05/03/25 Corsica-Maple/Pine Waterlin	20.09
4468 - PUNXSUTAWNEY SPIRIT	CDBG Legal Ad 04/21/25 & 05/02/25 Bids Corsica-Maple/Pine Water	955.00
		<u>4,621.58</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF -Acct#1541 Snacks	162.35
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Snacks, Plates, Cups, Cutlery, Coffee, Creamer	356.15
2745 - JEFFERSON COUNTY	OSF -Reimburse Credit Card Pmt -Gun Safe from Vevor	61.28
9896 - Zane Lucas	OSF-Probation Car Detail-Interior/Exterior 2022 Explorer MG2541N	300.00
9896 - Zane Lucas	OSF-Probation Car Detail-Interior/Exterior 2017 Explorer MG6330J	300.00
9896 - Zane Lucas	OSF-Probation Car Detail-Interior/Exterior 2023 Explorer MG3465P	300.00
1589 - CDW GOVERNMENT	OSF - 2 Dell 3500 I7 Laptops	2,558.39
		<u>4,038.17</u>
GRAND TOTAL		<u><u>714,346.91</u></u>