

AGENDA
COMMISSIONERS CONFERENCE
AUGUST 12, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated July 22, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$1,224,627.62 for the period July 18, through August 7, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$325,871.74 for the period of July 13, through July 26, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to increase the out of county housing rate at the Jefferson County Jail from \$65 per day to \$75 per day per inmate as discussed at the Jail Board meetings.

Vote called: North _____ Humes _____ Pisarcik _____

VII Motion by _____, second by _____, to approve an increase to the inmate booking fee at the Jail from \$25.00 to \$30.00.

Vote called: North _____ Humes _____ Pisarcik _____

VIII Motion by _____, second by _____, to adopt Resolution Number 2025-06 appointing Elise Grovanz as the signatory for the RAS and ECMS programs through PennDOT's online system on behalf of the county.

Vote called: North _____ Humes _____ Pisarcik _____

IX Motion by _____, second by _____, to rebrand the name of the Veteran's Affairs office to Jefferson County Veteran Service Office.

Vote called: North _____ Humes _____ Pisarcik _____

X PUBLIC INFORMATION:

XI Public Comments

XII Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Commissioners Meeting – August 26, 2025 – 10:30 a.m. – Jefferson Place

Jail Board Meeting – August 26, 2025 – 11:00 a.m. – Jefferson Place

*Seeking interested persons to serve on the Reynlow Park Authority Board
Contact Commissioners office if interested 849-1653*

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
07/18/2025 through 08/08/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD Assistant-Juvenile - August 2025	2,125.00
1074 - WINDSTREAM	911 Acct#021612652 Telephone 07/04/25-08/03/25	3,141.28
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-Aug 2025 Group# 080417-000	2,403.75
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-Aug 2025 Group# 080417-001	2,656.70
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-Aug 2025 Group# 105352-17	197,228.91
1135 - AREA TRANSPORTATION AUTHORITY	Q1 Local Match - July/Aug/Sept 2025	28,714.00
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL Acct#07-125.00*00 Water/Sewage 06/10/25-07/10/25	3,018.77
1608 - CENTRE COMMUNICATIONS	911 -Investigate and Fix Snyder Hill Interference	1,054.00
1608 - CENTRE COMMUNICATIONS	JAIL -15 Batteries for Radios -PO#2025-7/074230	1,335.00
1735 - PA MUNICIPAL RETIREMENT SYSTEM	Employee Contributions - July 2025	52,790.78
1738 - COMMUNITY ACTION	Homeless Assist Program FY 24/25 Q1	2,000.00
1738 - COMMUNITY ACTION	24-25 HSDF	7,527.50
1738 - COMMUNITY ACTION	MATP -FY 24-25 Reconciliation Balance Due	27,132.97
1738 - COMMUNITY ACTION	MATP - Transportation -June 2025	106,473.77
2673 - INFOCON CORPORATION	JEF3071-PROTH Clerk of Court System/Imaging-Aug 2025	1,005.82
2673 - INFOCON CORPORATION	JEF3049-Court Admin System/Devices -Aug 2025	1,058.15
2673 - INFOCON CORPORATION	JEF3072-Prothonotary System/Imaging/Devices-Aug 2025	1,499.24
2673 - INFOCON CORPORATION	JEF2185-Register-Recorder Systems/Imaging/Devices-Aug 2025	2,301.28
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT Rent - August	2,916.67
3501 - NCPRPDC	Greenways Mini Grant Match FY 2026	1,000.00
3723 - PENELEC	Master Acct# 200 000 011 797 for 05/21/25-06/22/25	15,744.12
3856 - PITNEY BOWES RESERVE ACCOUNT	JP Postage Reserve Account# 36104578	1,000.00
3856 - PITNEY BOWES RESERVE ACCOUNT	WDJ Postage Reserve Account# 47949029	1,500.00
4697 - UMW GENERAL FUND	Employee Dues - July 2025	1,521.68
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscrip-June 2025	2,861.97
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscrip-May 2025	2,861.97
5340 - SUSQUEHANNA ACCOUNTING & CONSULTING SOLU	Jeff Co Audit Prep/Operation-June 2025 - 54.75 hrs & 792 miles	8,219.40
5801 - PRIMECARE MEDICAL, INC.	JAIL Maintenance Meds for June 2025	2,385.74
5801 - PRIMECARE MEDICAL, INC.	JAIL -Inmate Medical Services for August 2025	55,868.41
6393 - SPRINGHILL GROUP	911 Rent -August 2025 -Coolspring Tower	1,386.12
8010 - LOUIS S. MARTONE M.D.	PD Expert Witness Fees 11.5 hrs - Sest, Michael Anthony	4,600.00
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	Life Ins Premiums-Aug 2025 #JEFFERPA-BL-1582245	1,655.12
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - July 2025	5,727.95
9706 - CICCHINELLI FORTUNATO LLC	PD Assistant - August 2025	2,500.00
9784 - ELAN FINANCIAL SERVICES	HG-Gift Cards Aldi & Sheetz	1,000.00
9784 - ELAN FINANCIAL SERVICES	HG- Gift Cards Sheetz & Hometown; c#0091, c#8712, c#3155	1,261.76
9837 - WEX Bank	Fuel for County Vehicles-July 2025 - 1,469.482 Gallons	3,679.85
9940 - NorthRock Construction Inc.	Jefferson County Bridge No. 27 Rehabilitation	74,590.20
9932 - DTM Plumbing and Heating	WHRP 25-004 Materials -Pine Hills Rd, Reynoldsville	8,209.65
9932 - DTM Plumbing and Heating	WHRP-25-004 Labor -Pine Hills Rd, Reynoldsville	1,500.00
9888 - On The Level Contracting	WHRP-25-003 Materials-Final Pmt -Oak St, Anita	5,055.00
9882 - Galbraith Services LLC	WHRP-25-002 Project Costs -Mill Rd, Big Run	7,606.93
9882 - Galbraith Services LLC	WHRP-25-002 Project Costs -Final Pmt -Mill Rd, Big Run	2,405.57
9888 - On The Level Contracting	WHRP 25-005 Roofing Materials/Repair-Reitz Crossing Rd, Brockway	6,000.00
5971 - QUALITY BUILDERS & REMODELERS INC	WHRP 25-001 Project Costs-Final Pmt -Ellsworth Ave, Punxy	2,375.00
DELINQUENT TAX	April 2025	163,485.08
MISCELLANEOUS	MISC. UNDER \$1,000	35,978.46
C&Y EXPENDITURES	C&Y EXPENSES	342,588.44
		<u>1,210,952.01</u>
Fund 21 - LIQUID FUEL FUND		
4694 - UNITED ELECTRIC COOPERATIVE INC	LF -Acct# 5500450300 Outdoor Lighting 06/15/25-07/15/25	13.25
9900 - Yard Works	LF -Mow/Trim -County Jail & 911 Center -July 2025	1,200.00
		<u>1,213.25</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	Return CDBG Funds-FFY 2020 Contract# C000075520CV	712.34
		<u>712.34</u>
Fund 73 - OFFENDER SUPERVISION FUND		
2745 - JEFFERSON COUNTY	Reimburse Co Credit Card Pmt-Ebensburg Animal Hosp K-9 Surgery	386.31
9896 - Zane Lucas	OSF-APO Interior/Exterior Detail -2019 Interceptor MG2653L	300.00
A&M Family Dining	OSF -APO Luncheon 08/01/2025	469.90
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Snacks, Coffee, Creamer	71.20
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Disp. Containers, Bowls, Snacks, Freezer Bags	34.96
1832 - CULLIGAN WATER CONDITIONING	OSF-APO Bottled Water	42.50
1832 - CULLIGAN WATER CONDITIONING	OSF-CT Bottled Water & Equipment Rental	29.15
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
3764 - WITMER PUBLIC SAFETY GROUP	OSF -Probation Firearms-Glock 45 qty 13	9,516.00
		<u>11,750.02</u>
GRAND TOTAL		<u><u>1,224,627.62</u></u>