

AGENDA
COMMISSIONERS CONFERENCE
DECEMBER 9, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated November 18, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve the actual invoices in the amount of \$2,762,890.50 for the period November 8, through December 5, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$330,744.44 for the period November 2, through November 15, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to approve the actual payroll in the amount of \$336,960.50 for the period November 16, through November 29, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VII Motion by _____, second by _____, to accept the results of the November 4, 2025 Municipal Election as presented by the Official Count Board.

Vote called: Aye _____ Nay _____ Pisarcik _____

VIII Motion by _____, second by _____, to appoint Toni Facchine of Brockway and Bonnie Farster of Brookville to the Jefferson County Fair Authority for five-year terms. Both terms will expire December 31, 2030.

Vote called: Aye _____ Nay _____ Pisarcik _____

IX Motion by _____, second by _____, to award and sign a contract with Gwin, Dobson & Foreman to provide Professional Engineering Services for the County's CDBG program for Federal Fiscal Years 2026, 2027 and 2028.

Vote called: North _____ Humes _____ Pisarcik _____

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PAGE TWO

X Motion by _____, second by _____, to appoint the following individuals to the Jefferson County Planning Commission.

Chuck Case, Falls Creek	Expires 12-2028
Zach Garman, Reynoldsville	Expires 12-2029
Mark Pennsy, Punxsutawney	Expires 12-2029
Larry Bowers, Gaskill Township	Expires 12-2029

Vote called: Aye _____ Nay _____ Abstain _____

XI Motion by _____, second by _____, to accept the resignation of Joshua McGarvey of Reynoldsville from the Clearfield-Jefferson Counties Regional Airport Authority Board effective December 31, 2025 with regret.

Vote called: Aye _____ Nay _____ Abstain _____

XII Motion by _____, second by _____, to appoint Mark McKinley of Brookville to the Clearfield-Jefferson Counties Regional Airport Authority Board to fill the unexpired term of Mr. McGarvey. Mr. McKinley's term will expire December 31, 2028.

Vote called: Aye _____ Nay _____ Abstain _____

XIII PUBLIC INFORMATION:

XIV Public Comments

XV Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

PLEASE SIGN IN TO BE RECOGNIZED DURING PUBLIC COMMENT

Commissioners' Meeting – December 23, 2025 – 10:30 a.m. – Jefferson Place

Jail Board Meeting – December 23, 2025 – 11:00 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. Sign-in prior to the meeting commencing and indicate that you wish to address the board. Remarks shall be limited to two minutes and respect for others is expected. If comments are derogatory or inflammatory in the view of the Chair, comments will be ended.

Jefferson County Invoice Approval
11/8/2025 through 12/5/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD Assistant Juvenile -December 2025	2,125.00
1074 - WINDSTREAM	911 Acct#021612652 Telephone 11/04/25-12/03/25	3,162.16
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-Nov 2025 -Group# 080417-000	2,507.85
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-Nov 2025 -Group# 080417-001	2,612.67
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-Nov 2025 -Group#105352-17	201,265.22
1536 - CAMPBELL DURRANT, P.C.	HR Special Labor Counsel -October 2025	2,453.00
1608 - CENTRE COMMUNICATIONS	911 Repair Microwave Links-Fire Tower & Maplevale 09/24/25	1,682.09
1608 - CENTRE COMMUNICATIONS	911 Med Dispatch Upgrades -PO#2025-0909-004	96,300.00
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	Prothonotary -Title 75 DUI - October 2025	3,162.30
1735 - PA MUNICIPAL RETIREMENT SYSTEM	Pension Plan 2025 Minimum Municipal Obligation	791,403.00
1738 - COMMUNITY ACTION	2025-2026 Q1 Homeless Assist Program	9,420.00
1738 - COMMUNITY ACTION	2025-2026 Q2 Advance -Homeless Assist Program	9,420.00
1941 - CORRECTIONS DEVELOPMENT INC.	DA 2026 Software Maint/Upgrades/Support 01/01/26-12/31/26	3,550.00
2411 - GWIN DOBSON & FOREMAN INC.	911 Snyder Hill Tower -Construction Mgmt Services-Oct 2025	3,406.54
2673 - INFOCON CORPORATION	JEF3071 PROTH-Clerk of Courts System/Imaging-Oct 2025	1,005.82
2673 - INFOCON CORPORATION	JEF3049 Court Admin System/Devices -Dec 2025	1,058.15
2673 - INFOCON CORPORATION	JEF3485 ASSMT RE/Occ Tax Imaging/Bills -Dec 2025	1,270.17
2673 - INFOCON CORPORATION	JEF3486 TC System/Devices/e-Archives -Dec 2025	1,272.71
2673 - INFOCON CORPORATION	JEF3072 Prothonotary System/Devices/Imaging-Oct 2025	1,499.24
2673 - INFOCON CORPORATION	JEF3072-PROTHONOTARY System/Devices/Imaging-Dec 2025	1,499.24
2673 - INFOCON CORPORATION	JEF2185 Reg/Rec System/Devices/Imaging -Dec 2025	2,301.28
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT Rent for December 2025	2,916.67
3149 - MARKL SUPPLY COMPANY	SHER Body Armor Vest/Velcro Name-PO#2025-09/094190	1,101.00
3723 - PENELEC	County Master Acct#200 000 011 797 for 09/22/25-10/21/25	16,800.05
3764 - WITMER PUBLIC SAFETY GROUP	AD PROB 9MM Ammunition qty 6,000 Rounds-PO#2025-10/294231	2,375.28
3856 - PITNEY BOWES RESERVE ACCOUNT	SDJ Postage Reserve Acct# 19114495	1,000.00
3856 - PITNEY BOWES RESERVE ACCOUNT	WDJ Postage Reserve Acct# 47949029	1,000.00
3856 - PITNEY BOWES RESERVE ACCOUNT	CH Postage Reserve Acct# 50171792	1,500.00
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscript-Oct 2025	2,861.97
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL Cust#JCJ349 Meals for Oct 2025 qty 11,799	46,857.99
5801 - PRIMECARE MEDICAL, INC.	JAIL Catastrophic Billing	1,452.86
5801 - PRIMECARE MEDICAL, INC.	JAIL Maintenance Medications for September 2025	3,045.29
5801 - PRIMECARE MEDICAL, INC.	JAIL Catastrophic Billing	7,099.06
5801 - PRIMECARE MEDICAL, INC.	JAIL Inmate Medical Services for December 2025	55,868.41
6346 - J.D. RYAN LAW OFFICES	PD Legal Services 04/11/25-11/14/25 *01479	1,241.29
6346 - J.D. RYAN LAW OFFICES	PD Legal Services 05/21/25-11/19/25 *01503	1,385.40
6393 - SPRINGHILL GROUP	911 Rent for December 2025 -Coolspring Tower	1,455.41
7755 - VIGILNET	AD PROB -GPS Services for October 2025	1,283.50
7989 - ZITO BUSINESS	IT Cust#C-JEFRSN Dark Fiber/Dedicated Internet-Nov 2025	2,511.41
8304 - 1-STEP DETECT	AD PROB Drug Tests qty 750	2,582.50
8370 - FORENSICDX	CORONER Autopsy/Blood Panel	3,459.00
8484 - MCNEES WALLACE & NURICK LLC	COMM Legal Services-Oct 2025 -County Jail Construction	18,782.75
8543 - SECURITAS TECHNOLOGY CORPORATION	JAIL Video Camera Repair 10/03/25 -Payer Acct# 10801636	1,080.00
8543 - SECURITAS TECHNOLOGY CORPORATION	JAIL Video Camera Repair 10/03/25 -Payer# 10801636	1,080.00
8602 - STALLION MECHANICAL	CH Boiler Repairs 10/08/25	1,194.00
8756 - CHARLES KLEBACHA	Polling Location Delivery/Collection-Voting Equip 11/04/2025	5,400.00
8954 - REAL TIME NETWORKS INC	JAIL Service Plan Renewal 12/1/25-11/30/26 -PO#2025-10/084450	3,200.00
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card -November 2025	5,780.50
9062 - XTREME CLEANING SOLUTIONS LLC	JP-CH-911 CENTER Cleaning Services	4,758.00
9706 - CICCHINELLI FORTUNATO LLC	PD Assistant -December 2025	2,500.00
9737 - ALL QUALITY ALUMINUM FOUNDRY	VA 105 Grave Markers -PO#2025-10/084495	1,675.55
9837 - WEX Bank	Fuel for County Vehicles-Nov 2025 - 1,350.352 gal.	3,471.09
9925 - Bell Tower Corporation Inc.	911 Snyder Hill Tower -Materials & Services	178,873.50
9966 - AIS Commercial Parts and Service	JAIL Dishwasher Repair 6/6, 7/22, 8/21, 8/28, 9/25, 10/24	2,893.91
9968 - Gemmell Construction	911 Snyder Hill Tower Site Tree Removal	23,800.00
9975 - Planet Depos	COMM Transcript- Arcon Contracting	7,889.96
9979 - CP Abstracting LLC	ASSMT/TC 2025 Tax Sale Overage Searches qty 23	2,300.00
Robin M. Snyder	TC Overbid Distribution 09/25/24 Tax Sale -Map#13-489-0124	4,203.10
9888 - On The Level Contracting	WHRP25-006 Pmt#3 Door Repair/Log Sealing	2,445.00
DELINQUENT TAX	August 2025	98,520.91
MISCELLANEOUS	MISC. UNDER \$1,000	62,883.51
C&Y EXPENDITURES	C&Y EXPENSES	1,021,038.67
		2,753,943.98

Jefferson County Invoice Approval
11/8/2025 through 12/5/2025

Vendor	Invoice Description	Amount
Fund 21 - LIQUID FUEL FUND		
4694 - UNITED ELECTRIC COOPERATIVE INC	CLF Acct#5500450300 Outdoor Lighting 10/15/25-11/15/25	13.25
		<u>13.25</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	CDBG Program Admin 09/21/25-11/01/25 County & OBO Punxy Proc	6,382.32
2745 - JEFFERSON COUNTY	CDBG County Staff Delivery 09/21/25-11/01/25 Reynoldsville Worth	501.53
2745 - JEFFERSON COUNTY	CDBG County Program Admin Costs 09/21/25-11/01/25	784.21
4468 - PUNXSUTAWNEY SPIRIT	CDBG Legal Ad 10/07/25 & 10/15/25 -Request Proposals-Engineer	514.00
		<u>8,182.06</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Snacks, Creamer, Air Freshener -Acct# 1541	270.78
1832 - CULLIGAN WATER CONDITIONING	OSF-APO Bottled Water qty 4 -Acct#287-09933722-5	37.40
1832 - CULLIGAN WATER CONDITIONING	OSF-CT Bottled Water -Acct#287-09984477-4	38.95
3764 - WITMER PUBLIC SAFETY GROUP	OSF-APO Targets qty 100	70.18
3764 - WITMER PUBLIC SAFETY GROUP	OSF-APO 10 Boxes of 45 ACP Ammo	333.90
		<u>751.21</u>
GRAND TOTAL		<u><u>2,762,890.50</u></u>