

AGENDA
COMMISSIONERS CONFERENCE
APRIL 28, 2026

- I Call to Order
- II Unfinished Business/Correspondence
- III Motion by _____, second by _____, to approve the minutes of the meeting dated April 14, 2026 as presented.
- Vote called: Aye _____ Nay _____ Abstain _____
- IV Motion by _____, second by _____, to approve the actual invoices in the amount of \$1,134,461.85 for the period April 11, through April 23, 2026.
- Vote called: North _____ Humes _____ Pisarcik _____
- V Motion by _____, second by _____, to approve the actual payroll in the amount of \$336,809.96 for the period April 4, through April 17, 2026.
- Vote called: North _____ Humes _____ Pisarcik _____
- VI Motion by _____, second by _____, to enter into a Masters Services Agreement with GovAI Software Solutions LLC and Jefferson County for the application and software services for the Adult Probation office in the amount of \$10,320.00 for 2026.
- Vote called: North _____ Humes _____ Pisarcik _____
- VII Motion by _____, second by _____, to enter into a Memorandum of Agreement (MOA) with the Pennsylvania State Historic Preservation Office for the demolition of 2 properties on Madison Avenue in Brookville Borough (446 and 450).
- Vote called: North _____ Humes _____ Pisarcik _____
- VIII Motion by _____, second by _____, to proclaim the month of May 2026 as “Mental Health and Stigma Awareness Month” throughout Jefferson County.
- Vote called: Aye _____ Nay _____ Abstain _____
- IX Motion by _____, second by _____, to proclaim May 1–23, 2026 as “Remake Learning Days” in Jefferson County.
- Vote called: Aye _____ Nay _____ Abstain _____
- 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

PLEASE SIGN IN TO BE RECOGNIZED DURING PUBLIC COMMENT

Commissioners Meeting – May 12, 2026 – 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. 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
04/11/2026 through 04/23/2026

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1074 - WINDSTREAM	911 Acct#021612652 Telephone 04/04/26-05/03/26	3,162.16
1118 - ANDERSON and KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-April 2026 -Group# 080417-000	1,953.00
1118 - ANDERSON and KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-April 2026 -Group# 080417-001	2,979.00
1118 - ANDERSON and KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-April 2026 -Group# 105352-17	154,862.94
1273 - BERKHEIMER TAX ADMINISTRATOR HAB-EIT	2026-Q1 EIT - Pine Creek Township	7,494.32
1273 - BERKHEIMER TAX ADMINISTRATOR HAB-EIT	2026-Q1 EIT - Brookville	13,779.59
1393 - BRITTON ENTERPRISES	HG- Back Rent/Rent c#5832	2,940.00
1586 - CCAP UNEMPLOYMENT COMPENSATION TRUST	Employer 2026-Q1 UC Trust Contribution	43,494.91
1703 - CLEARFIELD-JEFFERSON DRUG AND ALCOHOL	APO RP Grant#47577 Care Coordination/Mileage -February 2026	4,579.16
1703 - CLEARFIELD-JEFFERSON DRUG AND ALCOHOL	APO RP Grant#47577 Q3 -Care Coord/Mileage -March 2026	4,808.63
1703 - CLEARFIELD-JEFFERSON DRUG AND ALCOHOL	Prothonotary -Title 75 DUI for March 2026	5,040.26
1704 - COMMUNITY CONNECTIONS OF CLFLD-JEFF CO	2026-Q2 County Match -FY 2025-2026	24,850.00
2411 - GWIN DOBSON & FOREMAN INC.	Design Services 03/01/26-03/28/26 for Courthouse Steps	1,408.50
2411 - GWIN DOBSON & FOREMAN INC.	Bid/Award Phase Services 03/01/26-03/28/26 for Service Center Rd	1,429.04
2673 - INFOCON CORPORATION	JEF3049 Court Admin System/Devices -May 2026	1,079.31
2673 - INFOCON CORPORATION	JEF3072 Prothonotary System/Devices/Imaging -April 2026	1,529.23
2673 - INFOCON CORPORATION	JEF3072 Prothonotary System/Devices/Imaging -May 2026	1,529.23
2673 - INFOCON CORPORATION	JEF2185 Security Preservation File System 05/2026-04/2027 REG/RE	1,638.63
2673 - INFOCON CORPORATION	JEF2185 Register/Recorder Systems/Imaging/Devices -May 2026	2,347.31
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	Reimburse February 2026 Utilities -WDJ/DRO/PSU EXT	1,427.51
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ/DRO/PSU EXT Rent for May 2026	2,916.67
2736 - JEFFERSON COUNTY DEVELOPMENT COUNCIL-JCDC	2026-Q1 Net Hotel Tax Due to JCDC	54,317.55
3225 - Doing Better Business	COURTS Acct#MC0143 Ricoh IM 4000/Finisher/Cabinet -PO#1/29/26	8,999.40
3703 - PCOMP	PComp WC Trust Contribution -Final Installment	48,514.00
3723 - PENELEC	County Master Acct# 200 000 011 797 for 02/19/26-03/19/26	16,162.68
3856 - PITNEY BOWES RESERVE ACCOUNT	EDJ Postage Reserve Account# 35598440	2,000.00
3856 - PITNEY BOWES RESERVE ACCOUNT	JP Postage Reserve Account# 36104578	2,000.00
3856 - PITNEY BOWES RESERVE ACCOUNT	CH Postage Reserve Account# 50171792	3,500.00
4468 - PUNXSUTAWNEY SPIRIT	Legal Ad 02/24/26-03/06/26 Sealed Bids for Service Center Rd	1,452.00
4889 - WILLIAM PENN PRINTING COMPANY	ELECT 39 Primary Supply Boxes/200 Ballot Envelopes -PO#2026-04/	5,064.60
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL Cust#JCJ349 Meals for March 2026 qty 11,731	46,572.07
5340 - SUSQUEHANNA ACCOUNTING & CONSULTING SOLU'	Accounting/Consult-Mar 2026 -Jeff. Co Audit 80.5 hrs/SWA 11 hrs	13,671.30
5340 - SUSQUEHANNA ACCOUNTING & CONSULTING SOLU'	Completion of 2024 Jefferson County Cost Allocation Plan	15,600.00
5594 - BERKHEIMER TAX ADMINISTRATOR-HAB LST	2026-Q1 LST - Brookville Borough	1,592.00
5801 - PRIMECARE MEDICAL, INC.	JAIL Inmate Medical Services for May 2026	65,993.45
5917 - CHARM-TEX INC.	JAIL Cust#JEFFCO Mattresses qty 20 -PO#2026-03/244230	1,858.00
6393 - SPRINGHILL GROUP	911 Rent for May 2026 - Coolspring Tower	1,528.18
7016 - SECOND HARVEST FOOD BANK	2025/2026-Q1 Emergency Food Assist -July/Aug/Sept 2025	24,388.77
7016 - SECOND HARVEST FOOD BANK	2025/2026-Q2 Emergency Food Assist -Oct/Nov/Dec 2025	24,388.77
7016 - SECOND HARVEST FOOD BANK	2025/2026-Q3 Emergency Food Assist -Jan/Feb/March 2026	24,388.77
7755 - VIGILNET	APO GPS Services for March 2026	1,224.00
7989 - ZITO BUSINESS	IT Cust#C-JEFRSN Dark Fiber Lease/Dedicated Internet -April 2026	2,508.87
8186 - PA DEPARTMENT OF HUMAN SERVICES	FY 2024-2025 MATP -Overpayment Return	78,366.00
8304 - 1-STEP DETECT	APO RP Grant#47577 Drug Tests qty 750	2,582.50
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card -April 2026	7,546.24
9062 - XTREME CLEANING SOLUTIONS LLC	JP/CH/911 CENTER Cleaning	4,758.00
9122 - STELLABELLA'S CATERING LLC	NWCCA Meeting 04/13/26 Catering for 42	1,214.40
DELINQUENT TAX	December 2025	119,591.15
MISCELLANEOUS	MISC. UNDER \$1,000	46,270.46
C&Y EXPENDITURES	C&Y EXPENSES	<u>217,219.47</u>
		1,128,522.03
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	County & OBO Punxsutawney CDBG Admin 02/22/26-03/21/26	3,567.20
2745 - JEFFERSON COUNTY	County Staff Delivery (ERR) 2/22/26-3/21/26 Bkvl Demo/Sykes Park	681.72
5347 - PAHRA	Conference Registration 06/07/26-06/10/26 -Elise Grovanz	400.00
		<u>4,648.92</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Snacks, Coffee, Creamer, Cutlery	153.10
1832 - CULLIGAN WATER CONDITIONING	OSF-APO Acct#287-09933722-5 Bottled Water & Equipment Rental	137.80
		<u>290.90</u>
Fund 74 - DRUG TASK FORCE		
10046 - JCDF	DTF Buy Money	<u>1,000.00</u>
		1,000.00
GRAND TOTAL		<u><u>1,134,461.85</u></u>

PROCLAMATION
May Is Mental Health and Stigma Awareness Month in
Jefferson County, Pennsylvania

WHEREAS, mental health is an essential component of overall health and well-being and affects individuals, families, and communities throughout Jefferson County, Pennsylvania; and

WHEREAS, one in five adults in the United States experiences a mental health condition each year, and one in six children and adolescents ages 6–17 experience a diagnosable mental health disorder, and virtually everyone encounters life circumstances that can impact their mental wellness; and

WHEREAS, despite its prevalence, mental illness continues to be surrounded by stigma, which may discourage individuals from seeking help, accessing services, or engaging in open discussion; and

WHEREAS, early identification, timely intervention, access to appropriate treatment, and open community dialogue are critical to improving outcomes and supporting long-term recovery; and

WHEREAS, the month of May is nationally recognized as Mental Health Awareness Month, creating an opportunity to increase public understanding, reduce stigma, and promote available mental health resources and supports; and

WHEREAS, community-based initiatives, including Kick The Stigma, play an important role in advancing mental health awareness and inclusion by fostering connection among residents, youth, families, educators, service providers, and community organizations; and

WHEREAS, the Kick The Stigma Day of Wellness, to be held on May 30, 2026, at DuBois City Park, offers residents and families an opportunity to participate in wellness activities, educational opportunities, and community engagement while reinforcing the importance of mental health awareness and stigma reduction for individuals of all ages;

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Board of Commissioners of Jefferson County, Pennsylvania, do hereby proclaim May 2026 as Mental Health and Stigma Awareness Month in Jefferson County, Pennsylvania.

BE IT FURTHER PROCLAIMED, that we encourage all residents of Jefferson County to:
Learn about mental health conditions, treatment options, and available local resources;
Promote understanding and reduce stigma by engaging in respectful, compassionate, and inclusive dialogue;
Seek assistance when needed and support others in doing so;
Support organizations that provide mental health services, education, and advocacy; and
Contribute to safe and supportive environments that prioritize mental wellness and open communication.

Together, we reaffirm our commitment to building a county where individuals feel supported, respected, and empowered to seek help without fear or judgment.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seal of Jefferson County, Pennsylvania, to be affixed this 28th day of April, 2026.

Jeff Pisarcik, Chairman

Scott North, Vice Chairman

Mark Humes, Secretary

ATTEST:

Karen Lupone, Chief Clerk

Proclamation

WHEREAS, Remake Learning Days, which this year is May 1-23, is an annual celebration offering activities and events that showcase innovative teaching and learning in the Northwest region and beyond; and

WHEREAS, dubbed “the world’s largest open house of hands-on learning,” Remake Learning Days provide opportunities for children and their parents, caregivers, and educators to experience the future of learning at local schools, museums, libraries, after-school centers, community centers, universities, media labs, tech startups, and more; each day features a specific theme, including the arts, maker, outdoor learning, science, technology, and youth voice and professional development; and

WHEREAS, the celebration was launched by Remake Learning Network in 2016 to increase awareness of and access to creative, hands-on, and engaging learning activities in our area; during its first two years, more than 60,000 people and more than 300 multi-sector organizations participated in hundreds of family-friendly, drop-in events across northwestern Pennsylvania and West Virginia; during its inaugural year, philanthropies, businesses, and governments committed more than \$25 million of investment; and

WHEREAS, Remake Learning Days aims to accelerate the pace of learning for all children in our region and to better prepare them for an evolving, technology-focused world; thanks in part to educational opportunities such as this one, the county has become a technology hub and consistently ranks as one of the nation’s top for STEM jobs; and

WHEREAS, Remake Learning Network and its strong partners also have helped to make this area a global leader in education; thank you for organizing and providing resources to Remake Learning Days, empowering our children to succeed and working to make northwestern Pennsylvania a magnet for our best and brightest; and

NOW, THEREFORE, BE IT RESOLVED that we the Jefferson County Board of Commissioners, do hereby proclaim May 1-23, 2026 as “Remake Learning Days” in Jefferson County and commend the Remake Learning Network for its significant contributions to education in this region.

IN WITNESS WHEREOF, we hereunto set our hand and caused the Seal of the County of Jefferson to be affixed this 28th day of April, 2026

Jeffrey E. Pisarcik, Chairman

Scott North

Mark Humes