

AGENDA
COMMISSIONERS' CONFERENCE
OCTOBER 13, 2026 10:30AM

I. Call to Order

II. Unfinished Business/Correspondence

III. Motion by _____, second by _____, to approve the minutes of the meeting dated September 22, 2026 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV. Motion by _____, second by _____, to approve the actual invoices in the amount of \$1,304,666.69 for the period September 18, through October 8, 2026.

Vote called: Humes _____ North _____ Pisarcik _____

V. Motion by _____, second by _____, to approve the actual payroll in the amount of \$344,577.53 for the period September 6, through September 19, 2026.

VI. Motion by _____, second by _____, to approve the actual payroll in the amount of \$318,719.21 for the period September 20, through October 3, 2026.

Vote called: Humes _____ North _____ Pisarcik _____

VII. Motion by _____, second by _____, to amend the program management agreement for The Emergency Food Assistance Program (TEFAP). The term of the agreement is extended and will now expire on September 30, 2027.

VIII. Motion by _____, second by _____, to adopt the 2027 schedule of Holidays for all county employees.

Vote called: Aye _____ Nay _____ Abstain _____

IX. PUBLIC INFORMATION:

Mr. Brian Chruscial of Zelenkofske Axelrod LLC presenting the 2025 audited financial statement.

X. Public Comments

XI. Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

ALL ATTENDEES MUST SIGN IN

Board of Election Meeting: Today at 11:00 AM

Commissioners' Meeting: October 27, 2026 at 10:30 AM

Jail Board: October 27, 2026 at 11:00 AM

Jefferson Place 2nd Floor Conference Room

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.

2027 Holidays

New Year's Day	Friday, January 1
Presidents' Day	Monday, February 15
Good Friday	Friday, March 26
Memorial Day	Monday, May 31
Independence Day (observed)	Monday, July 5
Labor Day	Monday, September 6
Columbus Day	Monday, October 11
Veterans Day	Thursday, November 11
Thanksgiving Day	Thursday, November 25
Day After Thanksgiving	Friday, November 26
Christmas Eve	Friday, December 24
Christmas Day (observed)	Monday, December 27

Mark Humes

Scott North

Jeffrey E. Pisarcik, Chairman

2027 Shift Holidays

New Year's Day	Friday, January 1
Presidents' Day	Monday, February 15
Good Friday	Friday, March 26
Easter	Sunday, March 28
Memorial Day	Monday, May 31
Independence Day	Sunday, July 4
Labor Day	Monday, September 6
Veterans Day	Thursday, November 11
Thanksgiving Day	Thursday, November 25
Day After Thanksgiving	Friday, November 26
Christmas Eve	Friday, December 24
Christmas Day	Saturday, December 25

Mark Humes

Scott North

Jeffrey E. Pisarcik, Chairman

Jefferson County Commissioners
155 Main Street
Brookville, PA 15825

Invoice Approval

Commissioner's Meeting Date: 10/13/2026

Report Date: 10/8/2026

Actual Invoices for the period of: 9/18/2026 to 10/8/2026

Amount: \$1,304,666.69

See attached list for Detail.

Actual Payroll for the period of: 9/6/2026 to 9/19/2026

Amount: \$344,577.53

Actual Payroll for the period of: 9/6/2026 to 9/19/2026

Amount: \$318,719.21

Approved by:

Mark H. Humes

Scott E. North

Jeffrey E. Pisarcik

Jefferson County Invoice Approval
09/18/2026 through 10/08/2026

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1001 - A-1 AUTO SERVICE	SHER Brake Pads/Rotors/Transmission Fluid Change/Sensor -PO#20:	1,107.80
1062 - SCOTT C. ALLEN	PD Assistant-Juvenile -October 2026	2,125.00
1218 - BATTAGLIA PRINTING	ELECT 36,502 Ballots-Provisional/Mail-In/Election Day/Test -PO#	7,372.22
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL Acct#07-125.00*00 Water/Sewage 08/10/26-09/10/26	3,020.95
1588 - CDW GOVERNMENT	IT Cust#8063167 BitDefender Renewal -PO#2023-8/28/2026 4370	22,075.00
1608 - CENTRE COMMUNICATIONS	911 -Test/Repair Hayes Lot Tower Coverage 08/24/26	1,160.00
1608 - CENTRE COMMUNICATIONS	911 Repair/Replace Hayes Lot Tower Antenna/Yagi/Feedline	10,158.41
1703 - CLEARFIELD JEFFERSON DRUG AND ALCOHOL	Prothonotary Title 75 DUI for September 2026	2,544.22
1703 - CLEARFIELD JEFFERSON DRUG AND ALCOHOL	APO RP Grant#50449 Q1 Care Coord/Mileage -July 2026	4,496.22
1703 - CLEARFIELD JEFFERSON DRUG AND ALCOHOL	APO RP Grant#50449 Q1 Care Coord/Mileage -Aug 2026	4,498.50
1735 - PA MUNICIPAL RETIREMENT SYSTEM	Purchase of Service 2025-Q2/Q3/Q4 & 2026-Q1/Q2	3,165.76
1735 - PA MUNICIPAL RETIREMENT SYSTEM	Employee Contributions for September 2026	52,776.93
1738 - COMMUNITY ACTION	MATP -Transportation for August 2026	159,341.75
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineer/Design 06/01/26-08/29/26 Punxy Bowling Electrical	1,500.00
2411 - GWIN DOBSON & FOREMAN INC.	Construction Admin Services 08/01/26-08/29/26 Service Center Rd	4,940.24
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineer/Design 08/01/26-08/29/26 Sykesville Park	7,830.74
2673 - INFOCON CORPORATION	JEF3049 Court Admin System/Devices -Oct 2026	1,079.31
2673 - INFOCON CORPORATION	JEF3486 Tax Claim System/Devices/e-Archives -Oct 2026	1,224.68
2673 - INFOCON CORPORATION	JEF3485 Assessment-RE/Occ Tax Mgmt/Imaging/Bills -Oct 2026	1,295.57
2673 - INFOCON CORPORATION	JEF3072 Prothonotary System/Devices/Imaging -Oct 2026	1,529.23
2673 - INFOCON CORPORATION	JEF2185 Reg & Rec Systems/Imaging/Devices -Oct 2026	2,347.31
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ/DRO/PSU EXT Rent for October 2026	2,916.67
2736 - JEFFERSON COUNTY DEVELOPMENT COUNCL-JCDC	Net Hotel Tax Due to JCDC for Aug 2026 & Sept 2026	34,065.84
2751 - JEFFERSON COUNTY LEGAL JOURNAL	ASMT/TC Legal Notice 09/03/26 -Upset Tax Sale	4,078.50
3764 - WITMER PUBLIC SAFETY GROUP	APO JRI II Grant#49062 -9mm Rounds qty 5 Cases -PO#2026-06/24	1,081.60
3855 - PITNEYBOWES-PURCHASE POWER	CH Acct#8000-9090-1173-4907 Postage Refill 08/10/26	1,017.00
3856 - PITNEY BOWES RESERVE ACCOUNT	WDJ Postage Reserve Account# 47949029	1,000.00
4697 - UMW GENERAL FUND	Employee Dues for September 2026	1,190.88
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscription -Aug 2026	3,005.07
5801 - PRIMECARE MEDICAL, INC.	JAIL Inmate Medical Services for October 2026	65,993.45
6346 - J.D. RYAN LAW OFFICES	Court-Appointed Counsel 2026-Q4	3,375.00
6346 - J.D. RYAN LAW OFFICES	Commissioners Solicitor 2026-Q4	11,250.00
6393 - SPRINGHILL GROUP	911 Rent for October 2026 -Coolspring Tower	1,528.18
7989 - ZITO BUSINESS	IT Cust#C-JEFRSN Dark Fiber/Dedicated Internet -Sept 2026	2,511.91
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	Life Ins Premiums-Oct 2026 -Acct# JEFFERPA-BL-1582245	1,451.73
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card -September 2026	7,256.00
9453 - MCQUOWN TIRE & AUTO LLC	APO PA Inspect/Exhaust Pipe/Sensor/Wiper Blades -2021 Explorer	1,135.00
9453 - MCQUOWN TIRE & AUTO LLC	APO Repair & PA Inspect-2006 Chevy Express -PO#2026-09/10-4231	1,380.00
9706 - CICCHINELLI FORTUNATO LLC	PD Assistant -October 2026	2,500.00
9774 - BERKELEY RESEARCH GROUP LLC	COMM Legal Services-June 2026 -Jail Project	14,411.25
9774 - BERKELEY RESEARCH GROUP LLC	COMM Legal Services-July 2026 -Jail Project	40,910.63
9784 - ELAN FINANCIAL SERVICES	PARK -Tourism-Advertising/Tote Bags/Stickers/Banners/Brochures	1,908.96
9784 - ELAN FINANCIAL SERVICES	GORDON -Airplane Tickets for Extradition qty 5	2,005.97
9795 - Indiana County Coroner's Office	CORONER Autopsy/Tox 06/22/26 Hetrick, Christopher	2,305.00
9809 - Carpet Spa	JP Carpet Cleaning 09/18/26 2nd & 3rd Floors -PO#2026-09-18-416C	1,950.00
9837 - WEX Bank	Fuel for County Vehicles-Sept 2026 - 1,768.308 Gallons	6,636.32
9950 - Uniform Outfitters LLC	APO Acct#1920 Body Armor Panel Set qty 14 -PO#2026-08/1373422	7,745.43
DELINQUENT TAX	June 2026	256,944.81
MISCELLANEOUS	MISC. UNDER \$1,000	40,571.56
C&Y EXPENDITURES	C&Y EXPENSES	481,708.72
		<u>1,299,425.32</u>
Fund 21 - LIQUID FUEL FUND		
4694 - UNITED ELECTRIC COOPERATIVE INC	CLF Acct#5500450300 Outdoor Lighting 08/15/26-09/15/26	16.25
9900 - Yard Works	CLF -Mow/Trim at County-Owned Bridges	4,760.00
		<u>4,776.25</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF APO Acct#1541 Plates, Cutlery, Cups, Condiments	54.45
9033 - BROOKVILLE HOMETOWN MARKET	OSF APO Acct#1541 Snacks, Forks, Cups, Plates, Water, Coffee	153.18
9033 - BROOKVILLE HOMETOWN MARKET	OSF APO Acct#1541 Creamer, Peanut Butter, Bananas, Coffee	44.14
9033 - BROOKVILLE HOMETOWN MARKET	OSF-APO Acct#1541 Snacks, Coffee, Creamer, Drinks, Plates	213.35
		<u>465.12</u>
GRAND TOTAL		<u><u>1,304,666.69</u></u>