

AGENDA
COMMISSIONERS CONFERENCE
FEBRUARY 11, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated January 28, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$1,037,679.11 for the period January 25, through February 10, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$323,253.71 for the period of January 12, 2024 through January 25, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to appoint Zach Garman to the Jefferson County Planning Commission to fill an unexpired term. Mr. Garman's term will expire December 31, 2025.

Vote called: Aye _____ Nay _____ Abstain _____

VII Motion by _____, second by _____ to proclaim the week of March 16 – 22, 2025 as "Pennsylvania 4H Week throughout Jefferson County".

Vote called: Aye _____ Nay _____ Abstain _____

VIII Public Comments – Rob Dickinson, Penn State Cooperative Extension

IX Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Commissioners Meeting – February 25, 2025 – 10:30 a.m. – Jefferson Place

Jail Board Meeting – February 25, 2025 – 11:00 a.m. – Jefferson Place

Offices up for election in 2025:

*Coroner
District Attorney
Prothonotary & Clerk of Courts
Treasurer*

Various Township, Borough and School District vacancies

Petition packets are now available for those wanting to run for office

*First day to circulate petitions is February 18, 2025 and then must be filed back in the
Elections office by March 11*

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
01/25/2025 through 02/07/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL-Acct#07-125.00*00 Water/Sewage 12/10/24-01/10/25	3,048.96
1536 - CAMPBELL DURRANT, P.C.	HR -Special Labor Counsel - Dec 2024	2,030.70
1586 - CCAP UNEMPLOYMENT COMPENSATION TRUST-QTR	Employer 2024-Q4 UC Trust Contribution	2,511.12
1587 - COUNTY CHIEF ADULT PROBATION-CCAPPOAP	PROB - 2025 CCAPPOAP Annual Assessment	1,133.00
1588 - CDW GOVERNMENT CDW-G	STMP GRANT - Cyperpower UPS Smart App Battery Mod	1,022.35
1588 - CDW GOVERNMENT CDW-G	STMP GRANT - Cyberpower Online 2KVA Smart App	1,555.15
1588 - CDW GOVERNMENT CDW-G	STMP GRANT - Dell 3550 I5-1335U Computers qty 3	2,073.33
1738 - COMMUNITY ACTION	MATP - FY 23-24 Reconciliation Balance Due-Transportation	16,482.87
2034 - ECOLAB	JAIL -Floor/Bathroom/Misc Cleaners	2,959.47
2411 - GWIN DOBSON & FOREMAN INC.	Engineering/Design 9/29/24-12/28/24-Service Center Rd	7,241.66
2673 - INFOCON CORPORATION	REG/REC-JEF2185 Imaging/Devices - Jan 2025	2,301.28
3603 - WASTE MANAGEMENT	HG- Dumpster c#8605	1,024.64
4694 - UNITED ELECTRIC COOPERATIVE INC	911-Acct#5500433400 Fire Tower Electric 12/20/24-01/20/25	1,439.02
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL - Maintenance Medications - December 2024	2,030.79
7254 - JOHNSON CONTROLS	CH - Service Agreement 01/01/2025 to 12/31/2025	9,607.00
8484 - MCNEES WALLACE & NURICK LLC	COMM -Litigation-County Jail Construction - Dec 2024	1,705.23
9752 - SANKOS TRANSMISSIONS	JAIL -Rebuild Transmission/Flush Cooler -2016 Ford Escape	2,992.50
9784 - ELAN FINANCIAL SERVICES	HG-c#8361	1,518.60
9784 - ELAN FINANCIAL SERVICES	HG- c#3388; 2795; 6972; 8712; 6261; Sheetz gas cards	1,551.45
9837 - WEX Bank	Fuel for County Vehicles-Jan 2025 - 1,424.034 gal.	3,703.34
9855 - Buck Shroyer	HG- Security Deposit & First Month Rent c#8495	1,350.00
DELINQUENT TAX	October 2024	66,907.40
MISCELLANEOUS	MISC. UNDER \$1,000	26,131.28
C&Y EXPENDITURES	C&Y EXPENSES	<u>619,538.53</u>
		781,859.67
Fund 21 - LIQUID FUEL FUND		
4694 - UNITED ELECTRIC COOPERATIVE INC	LF-Acct#5500450300 Outdoor Lighting 12/15/24-01/15/25	13.25
7239 - LARSON DESIGN GROUP, INC.	LF89 -JC-8 Kramer Rd Bridge Engineering 9/11/24-11/2/24	6,823.64
7239 - LARSON DESIGN GROUP, INC.	LF89 -JC-8 Kramer Rd Bridge Engineering 11/3/24-11/30/24	<u>49,285.76</u>
		56,122.65
Fund 35 - COMMUNITY DEVELOPMENT		
2411 - GWIN DOBSON & FOREMAN INC.	Engineering/Design 9/1/24-12/31/24 Corsica Maple/Pine Waterline	653.05
Fund 73 - OFFENDER SUPERVISION FUND		
9851 - AMJO4 inc.	OSF - APO Car Wash Bundle qty 20	200.00
2745 - JEFFERSON COUNTY	OSF-Reimburse County General Fund + 2025 Advance	197,285.52
1588 - CDW GOVERNMENT CDW-G	OSF - Dell Laptop - PO#1/14/2025	691.11
8786 - NORTH FORK VETERINARY CLINIC	OSF - K-9 Food, Dental Chews, & Meds	<u>618.95</u>
		198,795.58
Fund 74 - DRUG TASK FORCE		
3938 - PUNXSUTAWNEY BOROUGH	DTF 2024-Q4 Reimburse Overtime - 4 Hours	248.16
GRAND TOTAL		<u><u>1,037,679.11</u></u>