

AGENDA
COMMISSIONERS CONFERENCE
FEBRUARY 25, 2025

- I Call to Order
- II Unfinished Business/Correspondence
- III Motion by _____, second by _____, to approve the minutes of the meeting dated February 11, 2025 as presented.
- Vote called: Aye _____ Nay _____ Abstain _____
- IV Motion by _____, second by _____, to approve invoices in the amount of \$733,364.84.11 for the period February 8, through February 21, 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 26, 2024 through February 8, 2025.
- Vote called: North _____ Humes _____ Pisarcik _____
- VI Public Comments
- VII Close Public Comments
- VIII Motion by _____, second by _____, that the meeting be adjourned.
- Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Commissioners Meeting – March 11, 2025 – 10:30 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
02/08/2025 through 02/21/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
LOWE'S	VA Emergency Grant	1,600.00
PRIORITY FIRST FEDERAL CREDIT UNION	VA Emergency Grant	1,485.77
1074 - WINDSTREAM	911 -Acct#021612652 Telephone 2/4/25-3/3/25	3,370.95
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-Feb 2025 - Group# 080417-000	2,433.60
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-Feb 2025 - Group#080417-001	2,520.99
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-Feb 2025 - Group# 105352-17	188,372.12
1135 - AREA TRANSPORTATION AUTHORITY-ATA	Q3 Local Match - January/February/March 2025	27,346.75
1273 - BERKHEIMER TAX ADMINISTRATOR-LIT-QTR	2024 W2-R EIT Reconciliation - Brookville	1,569.48
1588 - CDW GOVERNMENT CDW-G	IT-Cisco Duo Essentials Subscript/License -PO#1/3/20254125	1,600.00
1588 - CDW GOVERNMENT CDW-G	STMP GRANT -CIS CCW and Cisco Direct	14,923.01
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROTH - Title 75 DUI - January 2025	2,063.39
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROB-RP Grant#43907 Q3 Care/Coord-Jan 2025 + Mileage	5,943.65
1735 - PA MUNICIPAL RETIREMENT SYSTEM-PMRS	Employee Contributions - January 2025	79,454.01
1941 - CORRECTIONS DEVELOPMENT INC. (DIGITAL SOL)	VIC SERV-Grant 40197-2 Court Reminders/Custom Text	3,000.00
2411 - GWIN DOBSON & FOREMAN INC.	Engineering/Design 12/29/24-01/31/25 - Service Center Rd	2,707.05
2673 - INFOCON CORPORATION	PROTH -JEF3071 Clerk of Courts Sys/Imaging -Jan 2025	1,005.82
2673 - INFOCON CORPORATION	CTS-JEF3049 Court Admin System/Devices - Jan 2025	1,058.15
2673 - INFOCON CORPORATION	ASSMT-JEF3486 TC System/e-Archives Service/Storage-Jan 2025	1,200.67
2673 - INFOCON CORPORATION	ASSMT-JEF3485 Tax Mgmt/Imaging/Bill - Jan 2025	1,270.17
3485 - NATIONAL FUEL GAS	JAIL -Acct#351051011 Nat Gas Delivery 12/31/24-01/31/25	1,593.72
3528 - TYLER TECHNOLOGIES INC (NEW WORLD SYSTEMS)	FINANCE -Support/Licensing 03/01/2025-02/28/2026	59,637.26
3723 - PENELEC	Master Account 200 000 011 797 for 12/20/24-01/21/25	16,054.18
3726 - PENN STATE COOPERATIVE EXTENSION	2025-Q1 Jefferson County Appropriation	8,750.00
4697 - UNITED MINE WORKERS - JAIL DUES	Employee Dues - January 2025	1,274.02
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL-JCJ 349 -Meals for January 2025 - qty 9,227	30,172.29
5917 - CHARM-TEX INC.	JAIL -14 Cell Window Covers -PO# 2025-01/094230	1,493.60
6346 - J.D. RYAN LAW OFFICES	PD -Legal Services 01323-Roy 7/30/24 to 1/30/25	1,046.56
6792 - AFSCME COUNCIL 13	Employee Dues for January 2025	1,168.13
7755 - VIGILNET	AD PROB -RP Grant#43907 Q3-SCRAM CAM -Jan 2025	2,183.50
8232 - AXON ENTERPRISE	SHERIFF-Q-557451 - Taser 7 Bundle & Taser Cartridges	6,363.00
8257 - THE LINCOLN NATIONAL LIFE INSURANCE CO	Life Ins Premiums-Feb 2025 Acct# JEFFERPA-BL-1582245	1,704.69
8272 - AIR CLEANING TECHNOLOGIES INC.-ACT	CH -Filters qty 192-Assorted Sizes -PO# 2024-12/18-4160-61	1,593.09
8370 - FORENSICDX	CORNER -Autopsy/Blood Panel/Path	2,988.00
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - February 2025	5,938.15
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - January 2025	6,200.90
9246 - SERVICE ACCESS & MANAGEMENT INC.	JAIL - Therapist - January 2025	8,140.91
9513 - BABST CALLAND CLEMENTS & ZOMNIR, P.C.	COMM-Election Litigation 2024-King's Bench 108 MM 2024	1,128.86
9795 - Indiana County Coroner's Office	CORONER - Autopsy/Tox	2,231.00
9795 - Indiana County Coroner's Office	CORNER - Autopsy/X-Ray/Tox	3,127.00
9857 - David Snyder	HG- Back Rent March 2024 - December 2024	4,000.00
DELINQUENT TAX		-
MISCELLANEOUS	MISC. UNDER \$1,000	30,770.25
C&Y EXPENDITURES	C&Y EXPENSES	179,769.07
		<u>720,253.76</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	County Staff Admin - CDBG	4,392.08
4468 - PUNXSUTAWNEY SPIRIT	CDBG - 6 Month Subscription Renewal 02/22/25-08/25/25	85.50
2411 - GWIN DOBSON & FOREMAN INC.	Engineering/Design 9/1/24-12/31/24 Corsica Maple/Pine Waterline	1,674.10
		<u>6,151.68</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9033 - BROOKVILLE HOMETOWN MARKET	OSF - APO-Plates, Drinks, Coffee, Snacks	152.39
9033 - BROOKVILLE HOMETOWN MARKET	OSF -APO-Cups, Plates, Drinks, Snacks	191.98
9033 - BROOKVILLE HOMETOWN MARKET	OSF -APO-Cups, Plates, Cutlery, Snacks, Drinks, Febreze	304.93
3225 - MCCLEARY BUSINESS MACHINES	OSF -APO Ricoh Digital Copier IM4000 -PO#1-22/2025	5,785.00
8786 - NORTH FORK VETERINARY CLINIC	OSF - K-9 Medications	254.99
6593 - OSF73 CULLIGAN	OSF-APO Bottled Water -Acct#287-09933722-5	49.75
6593 - OSF73 CULLIGAN	OSF-CTS Bottled Water/Equip Rental -Acct#287-09984477-4	36.40
8582 - PAWSITIVE IMAGE PET RESORT LLC	OSF - K-9 Bathing 1/29/25 and 4 Knuckle Bones	93.96
2745 - JEFFERSON COUNTY	OSF-Reimburse Gen Fund-Ebensburg Animal Hospital-K-9 Eval	90.00
		<u>6,959.40</u>
GRAND TOTAL		<u><u>733,364.84</u></u>