

AGENDA
COMMISSIONERS CONFERENCE
MARCH 25, 2025

I Call to Order

II Unfinished Business/Correspondence

III Motion by _____, second by _____, to approve the minutes of the meeting dated March 11, 2025 as presented.

Vote called: Aye _____ Nay _____ Abstain _____

IV Motion by _____, second by _____, to approve invoices in the amount of \$1,145,362.64 for the period March 8, through March 21, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

V Motion by _____, second by _____, to approve the actual payroll in the amount of \$316,610.44 for the period of February 23, through March 8, 2025.

Vote called: North _____ Humes _____ Pisarcik _____

VI Motion by _____, second by _____, to proclaim the week of April 6 – 12, 2025 as “National Library Week” throughout Jefferson County.

Vote called: Aye _____ Nay _____ Abstain _____

VII Motion by _____, second by _____ to proclaim the month of April 2025 as “Child Abuse Prevention Month” throughout Jefferson County.

Vote called: Aye _____ Nay _____ Abstain _____

VIII Motion by _____, second by _____ to enter into a Memorandum of Understanding by and between Jefferson County and the Jefferson County Conservation District. This memorandum addresses various items of mutual interest to the Conservation District as it pertains to their operations, functions and responsibilities.

Vote called: Aye _____ Nay _____ Abstain _____

IX Public Comments

X Close Public Comments

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

Vote called: Aye _____ Nay _____ Abstain _____

ANNOUNCEMENTS

Commissioners Meeting – April 8, 2025 – 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. 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
03/08/2025 through 03/21/2025

Vendor	Invoice Description	Amount
Fund 10 - GENERAL FUND		
1062 - SCOTT C. ALLEN	PD-Assistant Juvenile - April 2025	2,125.00
1074 - WINDSTREAM	911 Acct#021612652 Telephone 3/4/25-4/3/25	3,370.95
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Dental Premiums-March 2025 - Group# 080417-000	2,458.35
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Buy-Up Dental Premiums-Mar 2024 -Group# 080417-001	2,595.58
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	Highmark Premiums-March 2025 - Group# 105352-17	182,110.93
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL -Acct#07-125.00*00 Water/Sewage 1/10/25-2/10/25	2,876.97
1588 - CDW GOVERNMENT CDW-G	ASSMT -Ricoh FI-8270 Desktop Scanner -PO#03/05/2025	1,584.65
1608 - CENTRE COMMUNICATIONS	911 -PSP Gateway Project-Provide/Install/Configure Equipment	29,815.00
1702 - CLEARFIELD-JEFFERSON COUNTIES REGIONAL AIRP	2025 County Allocation - PMT 1 of 2	25,000.00
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROTH - Title 75 DUI - February 2025	3,953.57
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	AD PROB-RP Grant#43907 Q3 Eval/Care Coord-Feb 2025	9,097.52
1706 - CLEARFIELD WHOLESALE PAPER COMPANY INC.	JAIL -Toilet Paper & Trash Bags - PO# 02092025/4210	1,171.00
1738 - COMMUNITY ACTION	ERAP-2 Program & Admin Cost - February 2025	1,136.82
1738 - COMMUNITY ACTION	ERAP-2 Program & Admin Cost - January 2025	3,243.66
1738 - COMMUNITY ACTION	HERAP-Feb 2025 -Project Delivery/Admin/Repair Assist	9,954.52
1738 - COMMUNITY ACTION	MATP -Transportation - December 2024	99,435.36
2034 - ECOLAB	JAIL -Cleaners/Detergents/Soap - PO# 2025-02/204230	1,885.79
2673 - INFOCON CORPORATION	PROTH-JEF3071 Clerk Courts System/Imaging -Mar 2025	1,005.82
2673 - INFOCON CORPORATION	CTS-JEF3049 Court Admin System/Devices - Feb 2025	1,058.15
2673 - INFOCON CORPORATION	CTS-JEF3049 Court Admin System/Devices - March 2025	1,058.15
2673 - INFOCON CORPORATION	CTS-JEF3049 Court Admin System/Devices - April 2025	1,058.15
2673 - INFOCON CORPORATION	ASSMT-JEF3486 Tax Claim System/e-Archives - April 2025	1,200.67
2673 - INFOCON CORPORATION	ASSMT-JEF3485 RE Tax Imaging/Mgt/Bill - April 2025	1,270.17
2673 - INFOCON CORPORATION	PROTH-JEF3072 Prothonotary System/Imaging -Jan 2025	1,499.24
2673 - INFOCON CORPORATION	PROTH-JEF3072 Prothonotary System/Imaging -Mar 2025	1,499.24
2673 - INFOCON CORPORATION	PROTH-JEF3072 Security Preservation File Sys Feb 2025-Jan 2026	1,927.80
2673 - INFOCON CORPORATION	REG/REC-JEF2185 Reg & Rec Systems/Imaging-Feb 2025	2,301.28
2673 - INFOCON CORPORATION	REG/REC-JEF2185 Reg & Rec Systems/Imaging -Mar 2025	2,301.28
2673 - INFOCON CORPORATION	REG/REC-JEF 2185 Reg & Rec Systems/Imaging-Apr 2025	2,301.28
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	WDJ-DRO-PSU EXT Rent - April 2025	2,916.67
3485 - NATIONAL FUEL GAS	JAIL -Acct#351051011 Nat Gas Delivery 01/31/25-02/28/25	1,388.66
3604 - UGI ENERGY SERVICES, LLC(was OPENFLOW ENER	JAIL Cust#0005059 Nat Gas Supply 01/31/25-02/28/25	1,278.72
3703 - PCOMP	PComp Contribution - 2nd Installment	33,203.00
3723 - PENELEC	Master Acct# 200 000 011 797 for 01/22/25-02/19/25	16,287.36
3726 - PENN STATE COOPERATIVE EXTENSION	2025-Q2 Jefferson County Appropriation	8,750.00
4853 - THOMSON REUTERS - WEST	LAW LIB Acct#1000626306 Online/Software Subscript-Feb 2025	2,861.97
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL -Customer JCJ 349 - Meals for Feb 2025 qty 8,474	27,709.98
5340 - SUSQUEHANNA SACS (GROUP ADVISORS)	FINANCE-County Audit Prep-31 Hrs & Mileage - Feb 2025	4,894.40
5340 - SUSQUEHANNA SACS (GROUP ADVISORS)	FINANCE-Completion of 2023 Jeff Co Cost Allocation Plan	15,190.00
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL - Inmate Medical Services for April 2025	55,868.41
6346 - J.D. RYAN LAW OFFICES	PD -Legal Services 02/06/25-02/26/25 - 01221 Greeley	1,657.50
6346 - J.D. RYAN LAW OFFICES	COURTS Counsel Payment 2025-Q2	3,375.00
6346 - J.D. RYAN LAW OFFICES	COMMISSIONERS Solicitor 2025-Q2	10,000.00
6393 - SPRINGHILL GROUP	911 Rent - April 2025 - Coolspring Tower	1,386.12
7254 - JOHNSON CONTROLS	CH - Locate and Repair Leaks on York Chiller YLAA	2,014.06
7699 - BWB LANDSCAPING	JAIL-911 - Snow Maintenance - February 2025	1,375.00
7755 - VIGILNET	AD PROB -RP Grant#43907 -SCRAM CAM-Feb 2025	1,870.75
7896 - JEFFERSON COUNTY HOUSING AUTHORITY	HG-Security Deposit; March Proration of rent; Freezer Charge	1,248.00
7989 - ZITO BUSINESS	IT - Dark Fiber & Dedicated Internet - March 2025	2,506.19
8010 - LOUIS S. MARTONE M.D.	PD -Expert Witness Fees -Gursky, Rosalind	1,300.00
8484 - MCNEES WALLACE & NURICK LLC	COMM Litigation-Feb 2025 - Jail Construction	8,256.01
8841 - US FLAG MAKER	VA-12,960 U.S. Flags for Vet Graves - PO# 2025-02-20	12,850.80
9001 - EB EMPLOYEE SOLUTIONS LLC	Difference Card - March 2025	5,465.20
9062 - XTREME CLEANING SOLUTIONS LLC	JP-CH-911 - Cleaning Services	4,758.00
9246 - SERVICE ACCESS & MANAGEMENT INC.	JAIL - Therapist for February 2025	8,140.91
9706 - CICCHINELLI FORTUNATO LLC	PD-Assistant - April 2025	2,500.00
9837 - WEX Bank	Fuel for County Vehicles-Feb 2025 - 1,488.213 gal	3,952.28
9871 - TNT Auto Parts	HG-Auto Parts c#8507	1,100.00
9872 - Five Star Improvements LLC	HG-Roofing c#3590	5,468.70
MISCELLANEOUS	MISC. UNDER \$1,000	37,130.00
C&Y EXPENDITURES	C&Y EXPENSES	435,512.72
		<u>1,122,513.31</u>
Fund 35 - COMMUNITY DEVELOPMENT		
2745 - JEFFERSON COUNTY	INV ID 23883 C	2,953.05
2745 - JEFFERSON COUNTY	INV ID 23883 P	1,976.86
2745 - JEFFERSON COUNTY	INV ID 23882	393.86
2411 - GWIN DOBSON & FOREMAN INC.	90944	9,876.03
2745 - JEFFERSON COUNTY	INV ID 23941	1,268.24
		<u>16,468.04</u>
Fund 73 - OFFENDER SUPERVISION FUND		
9869 - Ebensburg Animal Hospital	OSF - K-9 Surgery 02/26/2025 - Account# 23280	3,967.49
6593 - OSF73 CULLIGAN	OSF-CTS Bottled Water Equipment Rental March 2025	10.90
6593 - OSF73 CULLIGAN	OSF-APO Bottled Water & Equipment Rental -March 2025	22.90
4190 - SBM ELECTRONICS	OSF -FTR Maintenance Agreement 03/31/25-03/30/26	2,380.00
		<u>6,381.29</u>
GRAND TOTAL		<u><u>1,145,362.64</u></u>

2025 National Library Week Proclamation

WHEREAS, libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can explore new ideas and be drawn to new possibilities;

WHEREAS, libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and lifelong learning;

WHEREAS, libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals have the support they need to learn, connect, and thrive;

WHEREAS, the PA Forward®, Literacy is POWER, initiative highlights how libraries and staff members encourage literacy in Basic, Information, Civic & Social, Health, and Financial, which contributes to greater personal and community success;

WHEREAS, libraries partner with schools, businesses, and organizations, connecting the dots to maximize resources, increase efficiency, and expand access to essential services, strengthening the entire community;

WHEREAS, libraries' workers have worked to expand fluency in the digital literacy skills needed to navigate the online world where 21st century information exists;

WHEREAS, libraries nurture young minds through Storytimes, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning;

WHEREAS, libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success;

WHEREAS, getting a library card is a financially literate action;

WHEREAS, libraries, librarians, and library workers across the country are joining together to celebrate National Library Week under the theme "**Drawn to the Library**";

NOW, THEREFORE, be it resolved that the Jefferson County Commissioners proclaim National Library Week, April 6-12, 2025. During this week, we encourage all residents to visit their library and celebrate the opportunities they unlock for us every day. Adopted this 25th day of March, 2025.

Scott North

Mark Humes

Jeffrey E. Pisarcik