

AGENDA  
COMMISSIONERS CONFERENCE  
APRIL 8, 2025

- I        Call to Order
- II        Unfinished Business/Correspondence
- III       Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the minutes of the meeting dated March 25, 2025 as presented.
- Vote called: Aye \_\_\_\_\_    Nay \_\_\_\_\_    Abstain \_\_\_\_\_
- IV       Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve invoices in the amount of \$418,452.75 for the period March 22, through April 3, 2025.
- Vote called: North \_\_\_\_\_    Humes \_\_\_\_\_    Pisarcik \_\_\_\_\_
- V        Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the actual payroll in the amount of \$336,776.57 for the period of March 9, through March 22, 2025.
- Vote called: North \_\_\_\_\_    Humes \_\_\_\_\_    Pisarcik \_\_\_\_\_
- VI       Motion by \_\_\_\_\_, second by \_\_\_\_\_, to appoint Gayle Kulik to the Jefferson County Fair Authority for a five-year term. Ms. Kulik's term will expire May 2030.
- Vote called: Aye \_\_\_\_\_    Nay \_\_\_\_\_    Abstain \_\_\_\_\_
- VII       Motion by \_\_\_\_\_, second by \_\_\_\_\_ to execute an agreement between Jefferson County Domestic Relations and Community Action, Inc. for a Teen Parenting Outreach Project. The County will reimburse Community Action, Inc. for services at a rate of \$100.00 per hour, not to exceed 150 hours or \$15,000.
- Vote called: North \_\_\_\_\_    Humes \_\_\_\_\_    Pisarcik \_\_\_\_\_
- VIII       Motion by \_\_\_\_\_, second by \_\_\_\_\_ to proclaim the month of April 2025 as "Pennsylvania 811 Safe Digging Month" in Jefferson County.
- Vote called: Aye \_\_\_\_\_    Nay \_\_\_\_\_    Abstain \_\_\_\_\_
- IX       Motion by \_\_\_\_\_, second by \_\_\_\_\_ to appoint the following individuals to the Jefferson County Reynlow Park Board of Directors for 2025.

Dr. Harry Kunselman  
James Venture  
Scott Palmer  
Timothy Doan  
Corey Dennison

Vote called: Aye \_\_\_\_\_    Humes \_\_\_\_\_    Pisarcik \_\_\_\_\_

- X PUBLIC INFORMATION: Presentation of supplemental information from the March 25, 2025, Salary Board meeting, of general public interest.
- XI Public Comments
- XII Close Public Comments
- XIII Motion by \_\_\_\_\_, second by \_\_\_\_\_, that the meeting be adjourned.
- Vote called: Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

## ANNOUNCEMENTS

*All County offices will be closed on Friday, April 18, 2025 in observance of Good Friday*

*Commissioners Meeting – April 22, 2025 – 10:30 a.m. – Jefferson Place*

*Jail Board Meeting – April 22, 2025 – 11:00 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  
03/22/2025 through 04/03/2025

Vendor	Invoice Description	Amount
<b>Fund 10 - GENERAL FUND</b>		
BEVERAGE AIR CORPORATION	Refund 2023 & 2024 County Real Estate Tax	21,858.79
1425 - BROOKVILLE MUNICIPAL AUTHORITY	JAIL Acct#07-125.00*00 Water/Sewage 02/10/25-03/10/25	2,876.97
1608 - CENTRE COMMUNICATIONS	911-Multi-County Expandable Repeater System-Install/Setup	98,536.00
1846 - DAGHIR AND DAGHIR	PD Legal Services 12/03/24-03/17/25 -Elizabeth Eles CR 543-2023	1,134.33
2281 - GATEWAY REHABILITATION CENTER-ERIE	AD PROB - 13 Days Placement-Feb 2025 - George, Jacob	1,105.00
2673 - INFOCON CORPORATION	PROTH-JEF3071 Clerk of Courts System/Imaging -Feb 2025	1,005.82
2673 - INFOCON CORPORATION	PROTH-JEF3072 Prothonotary System/Imaging -Feb 2025	1,499.24
2673 - INFOCON CORPORATION	JEF3485 ASSMT -Printing Real Estate/Occupation Tax Bills	11,894.39
3149 - MARKL SUPPLY COMPANY	SHER-2 Bullet-Proof Vests-Cramer/B Burkett-PO#2024-08/214190	2,054.00
6319 - ANGELA MASON, LCSW	PD Legal Services 02/15/25-03/12/25 - Greeley-#562 of 2023	7,350.00
6346 - J.D. RYAN LAW OFFICES	PD Legal Services 09/20/23-03/05/25 - 00942-Poole, Douglas	2,099.82
7016 - SECOND HARVEST FOOD BANK	Emergency Food Assist Program Oct/Nov/Dec 2024	1,523.60
8186 - PA DEPARTMENT OF HUMAN SERVICES	FY 2023-2024 MATP Return of Overpayment	108,982.00
8602 - STALLION MECHANICAL	CH - Pump Seal Replacement PO#2025-01/244161	1,670.00
8840 - AUTOMATED LOGIC CONTRACTING SERVICES	JAIL -Install (2) SE610a for 2 Units	11,333.00
9795 - Indiana County Coroner's Office	CORONER -Autopsy/Tox	2,589.00
DELINQUENT TAX	December 2024	51,279.62
MISCELLANEOUS	MISC. UNDER \$1,000	19,098.78
C&Y EXPENDITURES	C&Y EXPENSES	64,574.95
		<u>412,465.31</u>
<b>Fund 21 - LIQUID FUEL FUND</b>		
4694 - UNITED ELECTRIC COOPERATIVE INC	LF-Acct#5500450300 Outdoor Lighting 02/15/25-03/15/25	13.25
		<u>13.25</u>
<b>Fund 35 - COMMUNITY DEVELOPMENT</b>		
2411 - GWIN DOBSON & FOREMAN INC.	CDBG Engineer/Design 2/1/25-2/28/25 Corsica Maple/Pine Waterline	1,142.55
2745 - JEFFERSON COUNTY	Co Staff Admin 2/28/24-6/29/24 Corsica Maple/Pine Environ Rev	633.26
2745 - JEFFERSON COUNTY	Co Staff -Environmental Review-Corsica Maple/Pine Waterline	160.73
2745 - JEFFERSON COUNTY	County Staff Admin 02/23/25-03/22/25 -County CDBG	1,755.16
2745 - JEFFERSON COUNTY	County Staff Admin 02/23/25-03/22/25 -Punxsutawney CDBG	1,392.34
		<u>5,084.04</u>
<b>Fund 73 - OFFENDER SUPERVISION FUND</b>		
2745 - JEFFERSON COUNTY	OSF-Reimburse Gen Fund-Co Credit Card Chg-K-9 Ramp	169.99
8786 - NORTH FORK VETERINARY CLINIC	OSF K-9 Medicine & Dental Chews # 471693, 471961, 472387	528.91
2745 - JEFFERSON COUNTY	OSF-Reimburse Gen Fund-Ebensburg Animal Hosp K-9 Med	191.25
		<u>890.15</u>
<b>GRAND TOTAL</b>		<u><u>418,452.75</u></u>

# *Proclamation*

## *Jefferson County*

**WHEREAS**, the month of April 2025 recognized as “Pennsylvania 811 Safe Digging Month”, and the initiative sponsored by Pennsylvania 811, a utility notification information center with 53 year of continuous service to the Commonwealth of Pennsylvania, and

**WHEREAS**, Pennsylvania 811 received close to 1,000,000 excavation notifications in 2024, over 3,000 construction projects and transmitted approximately 6 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

**WHEREAS**, when dialing 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

**WHEREAS**, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, the work crew, and their neighbors from any unsafe digging practices within their community, and

**WHEREAS**, upon receiving the notification from Pennsylvania 811, the facility owners and operators disperse to the said work site to mark the approximate location of their underground utility lines with flags, paint, or both, to establish an eighteen-inch tolerance zone of the outside wall or edge of their line or facility, and

**NOW, THEREFORE, BE IT RESOLVED** that **Jefferson County**, is in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, we do hereby proclaim April 2025 as “Pennsylvania 811 Safe Digging Month”, and encourage all Pennsylvanians to visit the Pennsylvania 811 website at [www.paonecall.org](http://www.paonecall.org) for information about digging safely.

\_\_\_\_\_  
Scott North, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mark Humes

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeffrey E. Pisarcik

\_\_\_\_\_  
Date