

Warren County Commissioners Public Meeting
January 13, 2021 12:00 p.m.
Virtual by GoToMeeting

Commissioner Benjamin Kafferlin called the meeting of the Warren County Commissioners to order with Commissioner Tricia Durbin, and Commissioner Jeff Eggleston present.

Staff Present: Pamela J. Matve, Chief Clerk, Reilly Enlow, Kim Exley, Human Resource Administrator, Kaylan Miller, and Attorney Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO), Lorri Drumm (Titusville Herald), Wendy McCain, and Ed Atwood

Announcements: the meeting is being recorded

Meetings held since the last meeting: Commissioner Benjamin stated that there have been two executive sessions since the last meeting; one to discuss pending litigation and the other for legal matters.

Correspondence: None

Public Comment: Ed Atwood said he had a few items to bring up:

1. The county received CARES funding, and there were many nonprofit groups that were not eligible such as the Snowmobile group that he belongs to; they maintain the trails during winter fest.
2. Vaccines for seniors. It seems like the vaccine is everywhere but here for the seniors.
3. Ed stated that he has contacted people for help and cannot seem to get any.

He wants to talk to a Commissioner regarding seniors and the things that are not getting done.

Ed then stated that there are also other things like projects that we used to get the inmates help with; now you cannot get help because of COVID, and they are on lock down. If we cannot get the vaccine, how can things get done.

Commissioner Benjamin Kafferlin responded stating that the Federal government had strings attached to the CARES funding stating who and what was eligible. Second, the federal government also has rules on how the vaccine is distributed; the general public will not be able to get this until at least April, and that is just a guess. Third, he told Mr. Atwood to all Pamela Matve, Chief Clerk with his list of concerns and she will set up a meeting with a Commissioner who is best suited for that issue.

Consent Agenda:

Minutes from the December 23, 2020 Public Meeting: No corrections or additions to be made.

Finance Report: Reilly 1,217,068.00.

Reilly stated that we did receive the audited financial and there were two finding; one being a general ledger adjustment that has been made, and the second is that there are still checking accounts that need to come into the finance department and that is being worked on.

Human Resource Report: Kim Exley, Human Resource Administrator, reviewed the human resource report for December.

Proclamation(s):

School Choice Week
PA 2-1-1 Recognition

Commissioner Tricia Durbin commented after the proclamation were read; being on the board for the United Fund, the 2-1-1 program is very effective in getting everyone the service they need.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the consent agenda as presented. Motion carried unanimously.

Old Business:

Radio Use Agreement: Commissioner Benjamin Kafferlin stated that while the radio project has been up and running, we have not yet put the use agreements in place with the agencies that have the equipment. This agreement will do just that.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to authorize Kenneth McCarrison, Public Safety Director, to enter into the agreements with the various agencies for the radio use. Motion carried unanimously.

Rates for Tax Collectors: Commissioner Benjamin Kafferlin stated that this was deferred from our last meeting and while there has not been a lot of research done, he feels that the increase should be that of the same for which other elected officials received, which is 1 percent.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve a 1% increase across the board for the term of 2022-2025 for the Tax Collectors. Motion carried unanimously.

Country Manor Management Agreement: Commissioner Benjamin Kafferlin recused himself from the vote on this agreement as his father has been hired by this company to do ISO management projects.

Commissioner Tricia Durbin stated that Pamela Matve, Chief Clerk has contacted four other companies for the service of providing a quality manual, procedures etc. for the county and did not receive any responses. The cost of this is \$8,000.00 with an eight-week timeframe. This project was in the 2021 budget for a lot more money.

Commissioner Jeff Eggleston stated that they have wanted to do this for years, and need help getting the project started. The fact that Mr. Kafferlin works for this company is not an issue or conflict.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with Country Manor Management in the amount of \$8,000.00. Motion carried unanimously.

New Business:

Approval of the 2020 budget line-item reallocations: Commissioner Benjamin Kafferlin stated that the Finance Director has authorization to move money between line items in the departments but not the authorization to move form department to department. These changes will not change the bottom line of the 2020 budget.

Reilly Enlow stated that the adjustments presented are both between depts and within the departments. The only change is that the contingency fund will cover the extra pay in 2020.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the 2020 budget line-item reallocations as presented. Motion carried unanimously.

Resolution #3172 Authorizing the 2021 Tax Anticipation Note: Commissioner Benjamin Kafferlin stated that this is something that we do each year so that we can withdraw from our Tax Anticipation Note in the new year.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve Resolution #3172 authorizing the 2021 Tax Anticipation Note. Motion carried unanimously.

Resolution #3173 Postponement of Delivery of Tax Duplicates: Commissioner Benjamin Kafferlin stated that by only sending out one tax bill, it saves the county money on postage.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to adopt resolution 3173 allowing the postponement of the tax duplicates. Motion carried unanimously.

Appointments to the Conservation District Board: Commissioner Benjamin Kafferlin stated that there is a process in which many organizations nominate a public, farmer, and commissioner director to serve on the board. The state has approved the nominations, and after serving a year on this board he fully supports the nominations.

The nominations are as follows: Larry Upton, Farmer Director and David Miller, Public Director, both with terms expiring December 31, 2024. Commissioner Benjamin Kafferlin as, Commissioner Director, with a term expiring December 31, 2021.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the nominations as presented to the Conservation District Board. Motion carried unanimously.

Appointments to the Housing Authority of Warren County Board: Attorney Nathaniel Schmidt stated that he received a letter along with the bylaws asking that the Commissioners appoint/reappoint the following:

Melissa McClean and Karlene Smith for a five-year term
Lorri Dunlap and Kristy Fry for a two-year term

Commissioner Jeff Eggleston questioned the five-year terms as normally they are two-year terms, why are they asking for five years?

Attorney Nathaniel Schmidt stated that he looked through the bylaws and there is nothing that states the length of terms.

Both Commissioner Benjamin Kafferlin and Commissioner Tricia Durbin agreed to three-year terms for Ms. McClean and Ms. Smith.

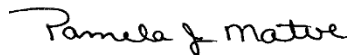
Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the appointment of Melissa McClean and Karlene Smith for three-year terms expiring December 31, 2023 and two-year terms for Lorri Dunlap and Kristy Fry with their terms expiring December 31, 2022. Motion carried unanimously.

Commissioner Comments:

Adjournment: Motion was made Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to adjourn the meeting. Motion carried unanimously.

Meeting adjourned 12:48 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Jeff Eggleston
Warren County Commissioner