

**Warren County Commissioners Public Meeting
January 25, 2023 12:00 p.m.
Jackson Courtroom**

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

Staff Present: Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Attorney Nathaniel Schmidt, Phil Gilbert, Director of Tax Claim, Danielle Flasher, CDBG Grants Administrator, Kenneth McCarrison, Public Safety Director, Sheriff Brian Zeybel, and Tom Brown, Auditor

Citizens Present: Josh Cotton (WTO), and Andy Close (YourDailyLocal)

Announcements: Commissioner Benjamin Kafferlin announced that this meeting is being recorded.

Executive meetings held since the last meeting: There was one executive session since the last meeting to discuss the Tax Anticipation Note and personnel items.

Correspondence: None

Public Comment: None

Consent Agenda:

Minutes from the January 11, 2023 Public Meeting: No corrections or additions to be made.

Finance Report: Lisa Hagberg, Finance Director stated that the total in the general fund and Erie Bank is \$2,474,028.00.

Proclamation(s):

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

Old Business:

New Business:

Approval of the Certification of Funds for 2023: Commissioner Jeff Eggleston explained that the certification of funds is in regards to the Clean and Green program and for the 2023 program year we are certifying funds in the amount of \$2,588.00.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the certification funds as presented. Motion carried unanimously.

Approval Agreement with Warren County School District for 2023 Recycling Events: Commissioner Jeff Eggleston explained that this agreement is with the Warren County school district to use their parking lots for the 2023 recycling events.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the agreement for the 2023 recycling events as presented. Motion carried unanimously.

Resolution #3238 Authorizing EOC to apply and administer the Whole-Home Repair Program: Commissioner Benjamin Kafferlin explained there is a new grant program for whole home repairs and this resolution authorizes EOC to apply and administer this program on behalf of Warren County.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve Resolution 3238 as presented. Motion carried unanimously.

Resolution #3239 Tax Claim Bureau Schedule of Fees: Phil Gilbert, Director of Tax Claim explained that he reviews the fee schedule for the tax claim Bureau each year; with the cost of advertising and research fees increasing we have had to increase a couple of the fees.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve Resolution 3239 for the Tax Claim Fee Schedule as presented. Motion carried unanimously.

Resolution #3240 Authorization for revisions to the 2018 CDBG Budget: Danielle Flasher, CDBG Grant Administrator explained that the Pratt Street sewer replacement project came in under budget therefore, \$9,062.85 needs to be transferred to the center Street storm water project in Clarendon Borough.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve Resolution 3240 authorizing the budget revision of the 2018 CDBG budget. Motion carried unanimously.

Agreement with Capital Area Communications (radio system maint. agreement): Ken McCarrison, Director of Public Safety explained this agreement is the renewal of the maintenance agreement on the old analog phone system.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the agreement with Capital Area Communications as presented. Motion carried unanimously.

Appointments to both Redevelopment Authority and the Land Bank Authority: Commissioner Jeff Eggleston stated that the commissioners received a request from the Redevelopment Authority to appoint Jeffrey Lebesky to their board effective immediately.

A request was also received from the Land Bank Authority to appoint Michael Boyd to their board effective immediately.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the above appointments as presented. Motion carried unanimously.

Agreement with MCM to update the commodity flow study: Ken McCarrison, Director of Public Safety explained that six years ago MCM did the commodity flow study which is counting the hazardous materials that come into the county This agreement is a renewal to update the commodity flow study.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the agreement with MCM to update the commodity flow study as presented. Motion carried unanimously.

Approval of English as Second Language contribution: Commissioner Benjamin Kafferlin explained that this agreement is in partnership with the First Lutheran Church in the amount of \$9,100.00 for the church to hire an English as a secondary language professional to assist with Ukrainian refugee resettlement here in Warren County.

Commissioner Benjamin Kafferlin stated that this will be welcoming to the refugees that come into our County. The dollar amount is minimal and there are many organizations involved.

Commissioner Jeff Eggleston stated that this is a fantastic program; the notion to help people in a very difficult situation to bring them to a better environment.

Motion was made by Commissioner Benjamin Kafferlin seconded by Commissioner Jeff Eggleston to approve the English as second language agreement with the First Lutheran Church as presented. Motion carried unanimously.

Agreement with Vision Government Software for the services of reassessment: Attorney Nathaniel Schmidt stated that the award for the reassessment project was given to Vision Government Solutions two weeks ago, and today we are here to approve the agreement in the amount of \$1,744,000.00.

Motion was made by Commissioner Jeff Eggleston seconded by Commissioner Benjamin Kafferlin to approve the agreement with Vision Government Solutions for the services of reassessment. Motion carried unanimously.

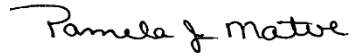
Commissioner Jeff Eggleston commented that by approving this agreement this will allow Vision to start the public relations side of things. Once completed, new values will not take effect until 2025; this is a multiyear process and has been discussed multiple times.

Commissioner Comments:

Adjournment: Motion was made by Commissioner Jeff Eggleston, second Commissioner Benjamin Kafferlin to adjourn the meeting. Motion carried unanimously.

Meeting adjourned 12: 19 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Jeff Eggleston
Warren County Commissioner