

**Warren County Commissioners  
Work Session  
Commissioners Conference Room  
March 6, 2023 12:00 p.m.**

Commissioner Tricia Durbin called the work session of the Warren County commissioners to order with Commissioner Benjamin Kafferlin and Commissioner Jeff Eggleston present.

Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Danielle Flasher, CDBG Grants Administrator, and Attorney Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO)

**Announcements:** Commissioner Tricia Durbin announced that the meeting is being recorded

**Public Hearings:** None

**Public Comment:** None

**New Items of Discussion:**

**Open Bids for the Reconstruction of a portion of Center St., Professional Services:** Commissioner Tricia Durbin stated that two bids were received:

E & M Engineers	\$17,500.00
AC Engineering	\$14,696.00

Commissioner Tricia Durbin stated that these will be reviewed by Danielle Flasher, CDBG Grants Administrator and awarded at a later date.

Commissioner Jeff Eggleston asked if this was just for engineering services to which Danielle stated yes.

**Two escrow accounts for Prothonotary:** Lisa Hagberg, Finance Director stated that the Prothonotary has two escrow accounts that they would like to have moved to a different bank. What we need is for this to be added to Wednesday's agenda so that minutes can reflect the approval from the Board of Commissioners for this to be done.

**Old Items:**

**Policies & Procedures:**

**Projects:**

Commissioner Jeff Eggleston stated that as part of the COVID grant of WCDA a portion was to be used for Human Services. He and Adam McNeil have met with a consultant to put get some information so that they can put out an RFP for strategic planning to improve the quality of services for mental health. This will be paid by grant funds.

**Broadband:** Commissioner Tricia Durbin stated that they are waiting on information from one of the vendors so that they can complete the review.

Commissioner Jeff Eggleston talked about projects that will go through Casey and Fetterman's offices.

Commissioner Benjamin Kafferlin stated that a project that is relatively ready, is the Forest Service road that goes to Jakes Rocks.

Commissioner Tricia Durbin asked if there were any projects that Jeremy Snell has that would fit.

Commissioner Jeff Eggleston stated that there is still some planning that needs to be done. He went onto state that the jail has a problem with transitional housing that needs to be addressed.

**Upcoming Commissioner Meeting Review:** The agenda for the March 8, 2023 Public Meeting was reviewed.

Commissioner Benjamin Kafferlin asked that we add the SOP for hiring of employees and interns with a confidentiality form. Commissioner Tricia Durbin stated that was fine.

**Department/Committee Updates:**

**General Discussion:**

With nothing further, the work session was adjourned at 12:15 p.m.

Respectfully,

*Pamela J. Matve*

Pamela J. Matve  
Chief Clerk

