

**Warren County Commissioners Public Meeting**  
**April 14, 2021 12:00 p.m.**  
**Jackson Courtroom**

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 Matve, Chief Clerk, Lisa Hagberg, Finance Director, Kaylan Miller, Employee Benefits & Risk Administrator, Kim Exley, Employee Relations Administrator, Lorri Dunlap, Grants Administrator, Lisa Rivett, Director of Elections, Krystal Ransom, and Attorney Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO), John Papalia and Steve Smyth with the Little League Association

**Announcements:** Commissioner Benjamin Kafferlin stated that the meeting is being recorded.

**Meetings held since the last meeting:** Commissioner Benjamin stated that there no executive sessions since last meeting, but there were a few times that the Commissioners were together; those were publicly advertised meetings such as COG.

**Correspondence:** None

**Public Comment:**

**Consent Agenda:**

**Minutes from the March 24, 2021 Public Meeting:** No corrections or additions to be made.

**Finance Report:** Lisa Hagberg, Finance Director gave the financial report stating that after all expenses paid, to which she reviewed the balance in the general fund is \$1,261,264.00, and in the Erie Bank is \$1,244,761.00

**Human Resource Report:** Kaylan Miller, Employee Benefits & Risk Administrator gave the HR report for the prior month.

**Proclamation(s):**

Earth Day  
National Crime Victim's Rights Week

**Citation of Achievement:** Commissioner Benjamin Kafferlin read a citation of Achievement for Cadet Staff Sergeant, Jayce O. Messinger receiving the Wright Brothers Award.

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

**Old Business:**

**New Business:**

**Agreement with Avenu Enterprises:** Stephanie Eastman, Register and Recorder explained that this is a renewal for the scanning of documents in their office for on line access. The change made is that prior it was a price per document scanned, this has been changed to a flat amount with unlimited scanning.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the renewal of the five-year agreement with Avenu Enterprises as presented. Motion carried unanimously.

**Modification to the Agreement with ANF for Forest Patrols:** Commissioner Benjamin Kafferlin stated that the modification is to an existing agreement to change the amount to not exceed \$5,542.00.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Modification to ANF Forest Patrol Agreement. Motion carried unanimously.

**Resolution #3178 Modifications to the 208 CDBG Budget:** Lorri Dunlap stated that when projects finish under the bid amount, we have to move some money around so that old money is spent first.

She then stated a total of \$164,078.50 in unexpended FY 2018 CDBG funds will be rebudgeted: \$156,780 into the Center Street Reconstruction Project, Bear Lake Borough, and \$7,298.50 is rebudgeted into the Columbus Township Water Line Extension Project.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve Resolution #3178 allowing for the modification to the FY 2018 CDBG funds. Motion carried unanimously.

**Authorization of the FY 2021/2022 Local Match Funds:** Commissioner Jeff Eggleston explained that various municipalities contribute to the Transportation Authority for the bus routes. Unfortunately, Sheffield has followed suit of others and have reduced their contribution. TAWC is asking for the County to make up the \$500 difference with the 2021/2022 Local Match at \$43,029.00.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the 2021/2022 Local Match at an amount of \$43,029.00.

Commissioner Tricia Durbin stated that while she understands the municipalities are reducing their contributions, the county should not have to continue to make up the difference.

Commissioner Benjamin Kafferlin stated that he will support this with the understanding the Commissioner Jeff Eggleston will have a conversation with TAWC on how to get more contributions. It is not fair that all tax payers are paying for something they do not have access to.

The above motion was called to question and the motion carried unanimously.

**Agreement with AMC Contracting:** Commissioner Benjamin Kafferlin stated that this is a renewal of the contract for lawn care. The price per mowing has not increased from \$70.00 per mowing allowing for 28 mowing's per season.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with AMC Contracting for the lawn care service as presented. Motion carried unanimously.

**Quotes for Laserfiche equipment:** Commissioner Benjamin Kafferlin stated that we received two quotes from our IT Dept. regarding the upgrade to our current Laserfiche software. Before we can do that, we must correct our server.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the quotes presented by IT for equipment to enable us to upgrade our Laserfiche. Motion carried unanimously.

Commissioner Jeff Eggleston stated that the upgrade will help us get to a more paper free environment with digitization.

Commissioner Tricia Durbin stated that these will be paid for by the American Rescue funds, as we believe the stipulations are the same as the first COVID funds received.

**Youth Baseball/Little League Agreement:** Commissioner Jeff Eggleston stated that years ago there was an agreement with the Babe Ruth Association which has not been in existence for years. We have been working on a new agreement with the Little League for the property at Farm Colony. This is a ten-year agreement for \$1.00 per year.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the ten-year lease agreement with the Little League Association for the use of the ball fields at Farm Colony for \$1.00 per year. Motion carried unanimously.

**Children & Youth Providers for 2021/2022:** Commissioner Benjamin Kafferlin read the list of providers that was sent by CYS for the 2021/2022 fiscal year. We approve the list, so that when the new contracts come in, they are ready for signature as they have already been approved.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the list of providers as presented for Children & Youth fiscal year 2021/2022. Motion carried unanimously.

#### **Commissioner Comments:**

Commissioner Benjamin Kafferlin gave a brief statement on the boards in which he sits.

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

Meeting adjourned 12:42 p.m.

Respectfully submitted,

*Pamela J. Matve*

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Chief Clerk



Approved:

*Jeff Eggleston*

Jeff Eggleston  
Warren County Commissioner