

Warren County Commissioners Public Meeting
July 14, 2021 12:14 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 Rivett, Director of Elections, Kim Exley, Employee Relations Administrator, Kaylan Miller, Employee Benefits & Risk Administrator, Lisa Hagberg, Finance Director, Kenneth McCarrison, Public Safety Director, and Ronna Tipton, Director of Human Services

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

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

Meetings held since the last meeting: None

Correspondence: Commissioner Benjamin Kafferlin stated we received the letter from PEMA for the 2020 Combined Report review. There were no findings.

Public Comment:

Consent Agenda:

Minutes from the June 23, 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 \$1,071,014.00, and in the Erie Bank is \$744,899.00.

Lisa stated that we borrowed \$500,000.00 from the Erie Bank Account, and have withdrawn \$2,000,000.00 from the TAN.

The accounts payable that will be going out is very high this period due to the Hospitality Grant Program and the Secure Rural Schools funds that will be paid out.

Human Resource Report: Kim Exley, Employee Relations Administrator gave the HR report for the prior month.

Department Reports: Commissioner Benjamin Kafferlin stated that the departmental reports are in your Packet for your review.

He then stated that Kenneth McCarrison, Public Safety Director would like to meet with the commissioners regarding the EMPG funding as it will decrease approximately \$40,000.00 over the next three years.

Proclamation(s):

Pretrial, Probation and Parole Supervision Week

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 JL Nick & Associates: Lisa Hagberg, Finance Director stated that we are undergoing an Organizational Transformation at Human Services, along with updating the handbook. This will be a six-month process and the cost will be \$7,500.00.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with JL Nick as presented.

Commissioner Tricia Durbin asked if Human Services had the funding to cover the cost, to which both Lisa Hagberg, Finance Director and Ronna Tipton, Director of Human Services stated yes.

Commissioner Jeff Eggleston stated that he is looking forward to getting the project started.

After nothing further, the above motion was called to question and the motion carried unanimously.

Repository Tax Bid(s): Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Repository Tax bid(s) in the amount of \$500.00 from Donell Dunbar for parcel SH-002-825200-001-000 in Cherry Grove Township, and \$1,000.00 from Josh Speiss as agent for Joshua Tree Assoc. for parcel WN-575-511500-000 in the City of Warren. Motion carried unanimously.

Approval of the 2020-2022 Maximus Agreement: Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with Maximus as presented. Motion carried unanimously.

Addendum to the Agreement with Jonie Smitley: Ken McCorrison and Commissioner Benjamin Kafferlin stated that the current agreement ended when the state of emergency for COVID-19 was lifted. Therefore, we need to keep Jonie on to continue with COVID related issues. She has been an asset to DPS in this situation, and they are asking to keep her on until December 31, 2022 to finish up and/or help with vaccination clinics if needed in the future.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the addendum to Jonie Smitley's contract until December 31, 2022. Motion carried unanimously.

Resolution #3184 USDA Bond Series 2021: Commissioner Benjamin Kafferlin stated that we are please to state that we are closing this loan after working on this for about two years.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve Resolution #3184 USDA Bond Series 2021. Motion carried unanimously.

Approval of the Human Services Block Grant Plan: Ronna Tipton, Director of Human Services explained the various programs that are included in the Block Grant Plan which include, Life Skills Training, Housing Assistance etc. She then asked the Commissioners to approve the Block Grant Plan.

Motion was made by Commissioner Jeff Eggleston, seconded by Commissioner Tricia Durbin to approve the Human Services Block Grant Plan as presented. Motion carried unanimously.

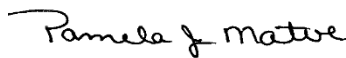
Commissioner Comments:

Commissioner Benjamin Kafferlin stated that he continues to work on the Policies and Procedures and he is also working with the NW Commission to put together a regional economic development summit.

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

Meeting adjourned 12:41 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Jeff Eggleston
Warren County Commissioner