

**Warren County Commissioners
Work Session
Commissioners Conference Room
August 23, 2021, 12:00 p.m.**

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

Staff Present: Pamela Matve, Chief Clerk, Kim Exley, Employee Relations Administrator, Phil Gilbert, Director of Tax Claim, and Lisa Hagberg, Finance Director,

Citizens Present: Brian Ferry (WTO), Andy Close (Titusville Herald), Vince De Joy and others from the City of Warren

Announcements:

Commissioner Benjamin Kafferlin started the meeting by stating that the meeting will be recorded.

Public Hearings:

Old Items of Discussion:

New Items of Discussion:

Boat Launch at Breeze Point Landing: Vince DeJoy, City of Warren, started the presentation on the boat launch project that the city is undertaking, along with a request of \$500,000.00 from the County from their ARPA funds.

Vince stated that this boat launch will be located at the end of Liberty Street. He then turned the presentation over to Chad Yurlic for review of various aspects of the project.

Chad stated that the entire project will cost approximately \$2,000,000.00 dollars. He went on to state that the end of Liberty Street was chose for a few different reasons; centrally located, adjacent to the business district for people to stop and eat, drink, etc., located close to the City Fire Department, the helipad at the hospital will stay clear, and it is on the outside bend of the river which makes loading and unloading your boats easier.

Chad went on to state that this is more than just putting in a ramp then continued with the improvements and upgrades to be made to that area.

Commissioner Benjamin Kafferlin stated that he is looking for more budgeted figures.

Commissioner Tricia Durbin asked if this is a top end project, or is there a possibility it would cost less.

Vince stated that most of the items that seem like amenities, are requirements to meet ADA standards.

Commissioner Jeff Eggleston asked if the businesses were given the chance to have input.

Chad stated that they were given the concept plan and the gave letters of support on the project.

Nancy Freenock stated that the city will work with the businesses in the design process.

Commissioner Jeff Eggleston stated that the parking will be an issue if it is made for boat trailer parking. To which Chad and Phil Gilbert stated that the parking garage is free in the evenings and the weekends to park.

Commissioner Tricia Durbin asked if an economic analysis has been done. Vince De Joy reviewed the planning and development stages, and reviewed the advantages of having a boat launch. This will have a significant impact on economic development.

Vince then reviewed the funding sources, stating the city is committing a total of \$500,000.00 and they are asking the county to commit to \$500,000.00 of their ARPA funds for this project. He went onto state that they are still waiting for final approval from the Treasury that this is an eligible expense for the ARPA funds.

Jim Decker spoke on the location and why it was chosen.

Mayor Cashman stated that we need a safe enter and exit from the river and this will address that, while keeping the helipad clear.

Commissioner Benjamin Kafferlin stated that ACT 13 funds were given towards a boat launch awhile back and never used, can these funds be used? Jim Decker stated that was for a floating dock, and yes, they can be used.

Commissioner Tricia Durbin asked if they had reached out to the local businesses and Jim stated that is being discussed.

Commissioner Jeff Eggleston stated that Trussel funds were also given, can that be used. He went onto state that the public needs to understand that this is more than a boat launch, and the businesses in that area must be involved as the large part of the design. He went onto state that this is a very worthy project to support.

Commissioner Benjamin Kafferlin explained that the county's funds have not yet been committed at this point. And he then asked, is there a drop-dead date that you need to know.

Nancy stated that the sooner the better, but again, they are still waiting on the Treasury to verify that this is an eligible expense.

Various Finance Discussions: Lisa Hagberg, Finance Director reviewed the ARPA list and everyone agreed that Finance should be keeping track of all the requests and the work session is a good place for discussion.

Commissioner Jeff Eggleston stated that we too need guidance from the Treasury, but we also need to come up with our spending buckets and the amount of money in each bucket to be spent.

Lisa Hagberg, Finance Director asked if the Commissioners would be interested in looking at HR software that could potentially save the county money, and have access to various reports. Commissioner Benjamin Kafferlin stated that this should be tabled until we install the upgrade of Laser Fiche and explore all of its potential.

The volunteer insurance is up for renewal, and she asked for a history on how this came about. She also stated that this policy does not cover the inmates. And she was asked to check with our CCAP insurance as one of the policies has volunteer insurance, that is needed.

Lisa stated that the natural gas agreement is coming due and she was asked to shop it out to find the best cost.

Kim Exley, Employee Relations Administrator presented a sample agreement that would be with our labor attorney for his firm to do the ACT 57 back ground checks. While it is a cost of approximately \$200.00 per applicant, this is new and this must be done for Sheriff, Adult Probation, and Detective positions. She stated that later, we may find that this is something that we can confidently do, but for now, she is asking for help.

Lisa Hagberg, Finance Director agreed that this would be a good first step until we learn all that is required.

Commissioner Benjamin Kafferlin asked Pamela Matve, Chief Clerk to place this agreement on the agenda for Wednesday's public meeting and asked Kim Exley, Employee Relations Administrator to get her the agreement.

Policy and Procedures: Commissioner Benjamin Kafferlin stated that there will be some policies and procedures on the agenda for approval; Pamela Matve, Chief Clerk has emailed those to you for your review before the meeting.

Projects:

Commissioner Jeff Eggleston stated that the new web site is up and running and looks very nice. He also reminded everyone that the new email addresses also went into effect today; warrencountypa.gov.

Commissioner Jeff Eggleston will do a press release alerting the public.

Upcoming Commissioner Meeting Review:

The agenda for the August 25, 2021 public meeting was reviewed.

Department/Committee Updates

Commissioner's Schedule

General Discussion

With nothing further, the work session was adjourned at 1:23 p.m.

Respectfully,

Pamela J. Matve

Pamela J. Matve
Chief Clerk

