

Warren County Commissioners Public Meeting
September 13, 2023, 12:02 p.m.
Jackson Courtroom

Commissioner Tricia D. Durbin called the Public Hearing to order with Commissioner Benjamin Kafferlin and Commissioner Jeff Eggleston present.

Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Kim Slocum, Grants Administrator, Danielle Flasher, CDBG Grants Admin. and Adam McNeil, Director of FW Human Services

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

Announcements: Commissioner Tricia Durbin announced that this meeting is being recorded.

Executive meetings held since the last meeting: There has been one executive session since the last meeting.

Correspondence: Commissioner Tricia D. Durbin stated that the office received a copy of a letter that was sent to Youngsville Borough regarding EMS.

Presentation: None

Public Comment: None

Consent Agenda:

Minutes from the August 23, 2023 Public Meeting: No corrections or additions to be made.

Finance Report: Lisa Hagberg, Finance Director stated that there is a total of \$3,279,136 in all the accounts.

We are right on track to start the budget meetings with the Departments on the 25th.

Proclamation(s): National Disability Voter Registration Week, National Disability Employment Awareness Month, and Domestic Violence Awareness Month

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

Old Business:

New Business:

MOU with SEIU Bargaining Unit regarding Veteran's Affairs Office: Commissioner Tricia D. Durbin asked for a motion to add the MOU with the SEIU bargaining unit to remove the positions of Clerical Assistant and Veteran's Service Officer from the union contract and create the Office Manager position in the Veteran's Affairs Office.

A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the amendment to the agenda as presented; along with the creation of the Office Manager position. The motion carried unanimously.

Commissioner Benjamin Kafferlin stated that this was advertised on the Salary Board agenda.

Human Services Plan for 2023/2024 Fiscal Year: Adam McNeil, Director of Human Services reviewed the expectations for the 2023/2024 fiscal year and stated that the county match will be approximately \$190,000.00.

A motion was made by Commissioner Benjamin Kafferlin seconded by Commissioner Jeff Eggleston to approve the Human Services Plan for the 2023/2024 fiscal year as presented. The motion carried unanimously.

Tyler Technology Project Accounting Module: Commissioner Tricia D. Durbin stated that this was discussed in detail at the work session. This module will help departments track costs more efficiently for their various grant audits. The cost of this module is a one-time cost of \$7,965.00 and then \$1349.00 annually.

A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the additional module as presented. The motion carried unanimously.

Zelenkofske Axelrod three-year agreement: Lisa Hagberg, Finance Director explained that this agreement is for Human Services yearly audit for the years 2023-2025.

Commissioner Tricia D. Durbin explained that the cost of this will be \$18,700.00, \$19,200.00, and \$19,750.00 respectively.

A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the three-year agreement with Z & A for Human Services as presented. The motion carried unanimously.

Approval for RFP for Jail roof renovations/repairs: Commissioner Tricia D. Durbin stated that this has been reviewed by our solicitor and is ready to advertise.

A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve putting the RFP for the jail roof renovations/repair out to bid.

Commissioner Jeff Eggleston stated that this RFP is to find a business that can replace the chain link fence above the jail yard that will allow air to come in but will not allow anything to be dropped down into the yard (by drones). Included is the cost for razor wire along the perimeter of the jail roof.

After no further discussions, the above motion was called and the motion carried unanimously.

Application for the COVID-19 Mitigation for Counties grant: Kim Slocum, Grants Administrator explained that this grant is thorough PCCD for county jails. The grant is for up to \$64,000.00 for purchasing accushield equipment for COVID screening, and to cover overtime if there is an outbreak.

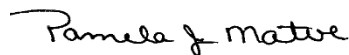
A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the submission of the COVID-19 Mitigation for Counties grant as presented. The motion carried unanimously.

Commissioner Comments:

Adjournment: A motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to adjourn the meeting.

The meeting adjourned at 12:18 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Jeff Eggleston
Warren County Commissioner