

Warren County Commissioners Public Meeting
February 12, 2020 12:00 p.m.
Main Courtroom

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

Staff Present: Pamela Matve, Chief Clerk, Nathaniel Schmidt, Solicitor, Eric Hern, Fiscal Director, Phil Gilbert, Director of Tax Claim, Lisa Rivett, Director of Elections, Kim Exley, Human Resource Administrator, and Ed Burris, Director of Veteran's Affairs

Citizens Present: Josh Cotton (WTO), Julie Miller and Leslie LaBarte

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

Meetings held since the last meeting: Commissioner Benjamin Kafferlin state that since the last meeting there were two executive sessions with the solicitor to review both current and pending litigation cases, and there was a meeting with the Chief Adult Probation Officer regarding a grant.

Correspondence: Commissioner Benjamin Kafferlin stated that the Commissioners wrote a letter regarding the tariffs on hardwood industry. He then stated that reply letters were received from the USDA and Washington.

Public Comment: None

Consent Agenda:

- **Agenda Content:** Commissioner Benjamin Kafferlin stated that today we will be removing the Polling Place location move as this should be done during a meeting of the Election Board.

Minutes from the January 22, 2020 Meeting: No corrections to be made

Fiscal Report: Eric Hern, Fiscal Director stated that balance in the general fund is \$1,042,081 and in the Erie Bank Account, \$449,326.00.

Eric then stated that Nathaniel Schmidt, Solicitor has finalized the Tan for 2020. The new software is up and running and going smoothly.

Proclamation(s): PA 211 Recognition

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve today's agenda, the minutes from the meeting of January 22, 2020, and the proclamation as read. Motion carried unanimously.

Old Business:

New Business:

Resolution #3152 Authorizing filing of Keystone Grant Public Library Facilities and the Agreement between Warren County and the Warren Library: Julie Miller gave a brief explanation as to why the Library is applying for the grant. The grant is in the amount of \$1.3 million.

Commissioner Jeff Eggleston stated that fundraisers have been underway, and this is a very good project.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve both Resolution #3152 authorizing the filing of the Keystone Grant on behalf of the Library, and the agreement between both parties. Motion carried unanimously.

Utility Audit with STnet: Commissioner Benjamin Kafferlin explained what this audit was about in STnet will try to secure refunds for the county for utilities that were improperly invoiced.

Nathaniel Schmidt, Solicitor stated that the agreement they presented is a boiler plate agreement and there were some confidentiality statements that we could not follow as it pertains to right to know. Therefore, I have asked for some edits to the agreement.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with STnet for our utility audit.

Commissioner Jeff Eggleston asked if we should be making a motion to pass an agreement that we do not have in front of us. He stated that he realized the intent, but is asking if we should be approving agreements then signing after the fact.

Commissioner Benjamin Kafferlin stated that you could amend the motion to authorize Eric Hern, Fiscal Director to sign the agreement.

After no further discussions the above motion carried unanimously.

Agreement with Pirrello Enterprises – Document destruction: Commissioner Benjamin Kafferlin asked Pamela Matve, Chief Clerk if there was a considerable amount of difference in their price from last year to which she stated no.

Commissioner Benjamin Kafferlin then explained that this is the destruction of records that no longer need to be maintained according to the County Records Manual.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the records destruction agreement for 2020. Motion carried unanimously.

Real Property Tax Collection Agreement with the City of Warren: Eric Hern, Fiscal Director stated that in reviewing the agreement we have not had a current agreement in place for quite some time. This agreement will bring things in line with the times.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Real Property Tax Collection Agreement with the City of Warren. Motion carried unanimously.

Emergency Communications Equipment Lease Agreement: Commissioner Benjamin Kafferlin stated that the solicitor has been working with Public Safety, the School District and the Housing Authority for a lease agreement to allow Public Safety to access roof tops and towers for emergency communications equipment.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve both Emergency Communications Equipment Lease Agreements with the School District and the Housing Authority. Motion carried unanimously.

Personnel Report: Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Personnel Report as presented. Motion carried unanimously.

Closing:

Commissioner Comments:

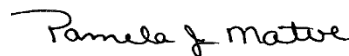
Commissioner Benjamin Kafferlin stated that the NW Commission met last week and they passed their financial audit.

The Conservation District meets next week.

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

Meeting adjourned 12:26 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Jeff Eggleston, Secretary
Warren County Commissioner