

**Warren County Commissioners Public Meeting
December 23, 2020 12:00 p.m.
Virtual by GoToMeeting**

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 J. Matve, Chief Clerk, and Eric Hern, Finance Director

Citizens Present: Josh Cotton (WTO), Garrett Dvorkin (Titusville Herald), and Joe Scully

Announcements: the meeting is being recorded

Meetings held since the last meeting: Commissioner Benjamin stated that there have been one executive sessions since the last meeting to discuss pending litigation. He then stated that there will be an executive session after this meeting to discuss a personnel issue

Correspondence: Commissioner Benjamin Kafferlin reviewed the correspondence received since the last meeting. He then acknowledged the retirements of Sheriff Ken Klakamp, and Register/Recorder Lori Bimber. Then he announced the resignation of Eric Hern, Finance Director, as of the 8th of January. Commissioner Benjamin Kafferlin then stated that they will be signing engagement letters for a few Tax Appeal hearings.

Public Comment: None

Consent Agenda:

Commissioner Benjamin Kafferlin stated that he would like to table a few items from the agenda as we are do not have all the information: Radio Use Agreement, Setting the rates for the Tax Collectors, and the agreement with County Manor Consultants

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the tabling of the above-mentioned items. Motion carried unanimously.

Minutes from the December 9 and 17, 2020 Public Meetings: No corrections or additions to be made.

Finance Report: Eric Hern, Finance Director stated that balance in the general fund is approximately \$3,430,011.00 and in the Erie Bank Account, \$1,130,779.00.

The outside auditors are expecting to have the 2019 audit to us by December 31st.

Proclamation(s): National Law Enforcement Appreciation Day, and Christmas 2020

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:

Approval of the 2021 Children & Youth fee Schedule: Motion was made Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the 2021 C&Y fee schedule as presented. Motion carried unanimously.

2021 Certification of Funds: Commissioner Benjamin Kafferlin stated that this is a yearly agenda item to certify the 2021 funds for the Clean and Green program.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the 2021 Certification of Funds in the amount of \$864.00. Motion carried unanimously.

Municipal Support: Commissioner Benjamin Kafferlin stated this has been discussed in several meetings and we are not officially approving the municipal support for Conewango Township, Youngsville Borough, and the City of Warren Police Departments.

Motion was made by Commissioner Jeff Eggleston, seconded by Commissioner Tricia Durbin to approve the municipal support for the above-mentioned police departments through CARES funding.

Approval for a part time person in Prothonotary's Office: Commissioner Benjamin Kafferlin stated that the Prothonotary is in need of a part time person through the end of January. This was unexpected and they are asking permission to hire someone on a contract basis.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to authorize the Chief Clerk to sign a contract drawn up by the solicitor for a person to work 35-40 hours per week in the Prothonotary's Office. Motion carried unanimously.

2021 PA SAVIN Agreement: Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the 2021 PA SAVIN agreement. Motion carried unanimously.

Mazza Maintenance Agreements: Commissioner Benjamin Kafferlin stated that this is just a notification that the following has been added to the 2021 budget. These are the maintenance agreements for the HVAC unites here at the courthouse, and the Hickory St. building for 2021.

Liquid Fuels Shortage: Commissioner Benjamin Kafferlin stated that this item is also informational and does not need approval. Due to COVID the amount received from the Commonwealth was not as much as anticipated. Therefore, the county covered the \$16,000 to \$17,000 that was needed to cover the allocations to the municipalities as stated in the March 2020 resolution.

Adoption of the 2021 Budget: Commissioner Benjamin Kafferlin stated that the 2021 budget is balanced and ready for adoption without a tax increase.

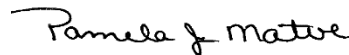
Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to adopt the 2021 budget as prepared by Eric Hern, Finance Director. Motion carried unanimously.

Commissioner Comments:

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
Chief Clerk



Approved:



Jeff Eggleston
Warren County Commissioner