

**Warren County Commissioners Public Meeting  
December 14, 2022 12:00 p.m.  
Main Courtroom**

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

Staff Present: Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Kenneth McCorrison, Public Safety Director, Kaylan Miller, Employee Benefits & Risk Administrator, and the staff from the Sheriff Office.

Citizens Present: Josh Cotton (WTO), Jared Villella, Maurice Cashman, and Danielle Flasher from City Council

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

**Executive meetings held since the last meeting:** There were two executive sessions since the last public meeting to discuss legal issues

**Correspondence:** Commissioner Tricia Durbin stated that we received a letter from the PA Dept. of Corrections informing us that the Prison has passed their 2022 inspection and they are in full compliance. The next inspection will be in 2024.

**Plaque Presentation:** The Commissioners presented to the Sheriff Department a plaque in honor of the former Sheriff Larry Kopko to hang in the Sheriff Office.

**Public Comment:**

**Consent Agenda:**

**Minutes from the November 23, 2022 Public Meeting:** No corrections or additions to be made.

**Finance Report:** Lisa Hagberg, Finance Director stated that the money in the general fund is \$3,377,257.00.

Lisa stated that the budget is out for public review.

It was also stated that the 2023 Tax Anticipation note will be awarded to Keybank with a fixed interest rate of 4.657%.

**Human Resource Report:** Kaylan Miller, Employee Benefits & Risk Administrator gave the H.R. report for the changes that happened in personnel in November.

**Proclamation(s):**  
Christmas 2022

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

**Old Business:**

**Agreement with Momentum:** Commissioner Tricia Durbin stated that Commissioner Benjamin Kafferlin, Lisa Hagberg, Finance Director, and Pamela Matve, Chief Clerk have met with Momentum regarding a work flow for agreements and contracts. The cost of this proposal is \$12,500.00.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the proposal from Momentum as presented for the building of an agreements and contract work flow process. Motion carried unanimously.

**New Business:**

**Johnson Controls:** Pamela Matve, Chief Clerk explained that our current fire panel is obsolete and needs to be replace. This controls our fire alarms, smoke alarms, sprinklers, and panic button system. The cost of this replacement is \$3,996.00.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the proposal with Johnson Controls as presented. Motion carried unanimously.

**Resolution #3233 Riverfront Development Project:** Commissioner Tricia Durbin explained that this resolution shows that the county will contribute \$750,000.00 toward this project.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve Resolution #3233 authorizing a contribution from the county in the amount of \$750,000.00 towards the Riverfront Development Project.

Commissioner Jeff Eggleston stated that the resolution states that the county will be included in any plans going forward.

He then stated that the project is not a boat launch, it is part of a larger project. The public is thinking this is just a boat launch and are upset with the amount of money being spent on it.

Commissioner Jeff Eggleston stated that he has a concern that such an interest in this project that other items may get lost. He asked the city representatives to work with our Grants Administrator, Kim Slocum to help get grants that are available out there.

He then stated that there are other elements that should be a part of the project to get grants, such as art, entertainment etc. these need to be included.

Commissioner Jeff Eggleston stated that this can be the biggest economic shift in the county if done right.

Maurice Cashman stated they will welcome any suggestions from the county. He also agreed that there is more to do to get funding.

Commissioner Tricia Durbin stated that the county will provide what is authorized in this resolution with the caveat that the county is involved with any planning go forward.

With nothing further, the above motion was called and the motion carried unanimously.

**Resolution #3234 Authorizing the sale of property:** Commissioner Tricia Durbin stated that this resolution will authorize the sale of two vehicles by using govdeals.com and it will be advertised in the paper.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve Resolution #3234 authorizing the sale of two vehicles through govdeals.com. mc.

**Resolution #3235 Amending the C-Pace program and the Agreement excepting the expansion:** Commissioner Tricia Durbin explained that we had a presentation earlier in the week regarding the additions (expansion) to the program. Therefore, we also need to accept the new agreement with these expansions.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve both Resolution #3235 and the agreement amending the C-PACE program accepting the expansions. Motion carried unanimously.

**Repository Tax Bid(s):** Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the Repository Tax Bid in the amount of \$1,500.00 from Benjamin Lindemuth for parcel SH-367-258200-000. Motion carried unanimously.

**Renewal of Maintenance Agreement with EATON for the Public Safety Building back up battery backup system:** Motion was made Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the renewal of the maintenance agreement for the battery back up system for Public Safety in the amount of \$6,944.00. Motion carried unanimously.

**Approve the amendments to the PCHIPC member agreement:** Commissioner Tricia Durbin stated that PCHIPC, to which we are members, made some changes in the members agreement and we need to approve those changes by signing a new agreement.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the changes in the membership agreement with PCHIPC. Motion carried unanimously.

**Approval of USDA grant/loan agreement:** Commissioner Tricia Durbin stated that this grant/loan program with USDA is for the purchase of a new police vehicle in 2023.

Commissioner Jeff Eggleston stated that this program will save the county some money.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the grant/loan application to USDA for the purchase of a new Sheriff vehicle. Motion carried unanimously.

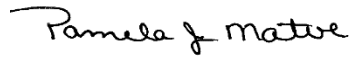
**Interim Veteran's Affairs Director:** Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the appointment of Pamela Matve, Chief Clerk to also be the interim Veteran's Affairs Director. Motion carried unanimously.

**Commissioner Comments:**

**Adjournment:** Motion was made by Commissioner Jeff Eggleston, second Commissioner Benjamin Kafferlin to adjourn the meeting. Motion carried unanimously.

Meeting adjourned 12:37 p.m.

Respectfully submitted,



Pamela J. Matve  
Chief Clerk



Approved:



Jeff Eggleston  
Warren County Commissioner