

Warren County Commissioners Public Meeting
June 26, 2024, 12:08 p.m.
Main Courtroom

Commissioner Kenneth Klakamp called the Public Meeting to order with Commissioner Tricia D. Durbin present.

Staff Present: Pamela Matve, Chief Clerk, Holly Wescott, Director of Finance, Meredith Ketcham, CYS Director, Detective Thomas Kibbey, and Solicitor Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO), Brian Hagberg (Your Daily Local), and Susan Stout (LWV)

Announcements: Commissioner Kenneth Klakamp announced that this meeting is being recorded.

Executive meetings held since the last meeting: There was one meeting on June 10, 2024, to discuss contract issues.

Correspondence: One letter was received from Daniel Gray regarding reassessment.

Public Comment: None

Consent Agenda:

Minutes from the June 12, 2024, public meeting: No corrections or additions to be made.

Finance Report: Holly Wescott, Director of Finance stated that Warran County is experiencing a period of low liquidity partly due to the late-in the year tax revenue to be realized in the third quarter. To address this, in May we imposed a purchasing protocol on all purchases over \$500 to require Commissioners approval before purchase.

This month, in an effort to continue to increase control over County spending we implemented a soft hiring freeze. This means that we are adding hiring restrictions in order to manage resources more carefully. We ask Department heads to exercise fiscal caution during hiring discussions, as only positions deemed critical will be considered at this time.

In the short term I expect that Warren County will have to use some to all of its savings to cover operational expenses until it receives its county taxes beginning in September.

Overall, department heads are doing their best to only spend within their budgets.

As of June 25th, Warren County's General Fund expenses year-to-date are \$8,247,895, or 45% of the annual budget. Revenue, partly supplemented by tax anticipation note proceeds, during the same period of time is \$6,162,721 or 33% of the annual expected earnings.

Regarding capital improvements, this month the Pennsylvania Historical and Museum Commission announced that they have evaluated our grant application for a Keystone Historic Preservation Grant and they have approved a grant award in the amount of \$63,710 for the Main Courtroom Ceiling repair project.

Proclamation(s): None

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to approve the consent agenda as presented. The motion carried unanimously.

Unfinished Business: None

New Business:

Resolution #3270 Authorizing submission of the Strategic Management Planning Program: A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to approve Resolution #3270 as presented. The motion carried unanimously.

CYS New Provider Approval: Meredith Ketcham, Director of Children & Youth, stated that they are requesting approval to enter into an agreement with a new placement provider, Crossroads Group Home for the 2023/2024 and the 2024/2025 years.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to approve the agreement with Crossroads Group Home as presented. The motion carried unanimously.

Labor Attorney Agreement: Commissioner Tricia D. Durbin stated that there is more due diligence that is needed before making a final decision.

A motion was made by Commissioner Kenneth Klakamp, seconded by Commissioner Tricia D. Durbin to table this until a later date. The motion carried unanimously.

Consulting Agreement with Danielle Flasher: Commissioner Tricia D. Durbin explained that Danielle Flasher was the person that managed our CDBG program. She no longer works for the county but has agreed to come in and manage as a consultant until we can employ someone for that position. The rate will be at \$31.50 per hour.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to approve the consulting agreement with Danielle Flasher as presented. The motion carried unanimously.

Six-month service agreement SBM Electronics: Commissioner Kenneth Klakamp stated that there will be new recording equipment coming for the 911 call center, but in the interim, we would like to engage with SBM Electronics for a six-month service agreement at a cost of \$4,795.00.

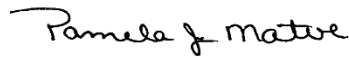
A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to approve the six-month service agreement with SBM Electronics as presented. The motion carried unanimously.

Commissioner Comments:

Adjournment: A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Kenneth Klakamp to adjourn the meeting.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Daniel Glotz
Warren County Commissioner

Warren County Commissioner