

**Warren County Commissioners Public Meeting**  
**November 13, 2024, 12:00 p.m.**  
**Jackson Courtroom**

Commissioner Kenneth Klakamp called the public meeting to order with Commissioner Daniel Glotz, and Commissioner Tricia D. Durbin present by phone.

Staff Present: Pamela Matve, Chief Clerk, Holly Wescott, Director of Finance, Michael Lyon, Director of Planning & Zoning, Josh Cotton, Grant Writer, and Kenneth McCorrison, Director of Public Safety

Citizens Present: Brinn See, Sharon Albrecht, Heather Cathcart, and Angie Dart

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

**Executive meetings held since the last meeting:** One to discuss various legal items.

**Correspondence:** We received two additional proposals for the 2025 Tax Anticipation Note:

Erie Bank	Option 1 Fixed rate 5.45%	Option Two variable 5.925%
M & T Bank	Variable 4.49%	

Commissioner Kenneth Klakamp then reviewed the rates and banks that was read in the Work Session on Tuesday.

**Public Comment:** None

**Consent Agenda**

**Minutes from the October 23, 2024, public meeting and public hearing:** No corrections or additions to be made.

**Finance Report:** Holly Wescott, Director of Finance stated that she is very excited to see the response we received for our 2025 TAN.

Holly stated that we are in line to have the budget completed by the end of next week.

**Human Resource Report:**

**Monthly Department Reports:** Michael Lyon, Director of Planning & Zoning gave an update on the Planning & Zoning Dept.

Ben Mahaffey, Zoning Officer, has completed the flood plain management class. Laurie Burdick as of July has worked for the county for twenty years.

To date, they have processed 4 subdivisions and 200 plus permits. There are now 14 municipalities zoned under the county with a couple more discussing it.

Michael is working with Public Safety to update the Hazard Mitigation Plan. There are several projects in 2025 that he would like to complete such as working with Northwest Commission on a multicounty fiber network based upon the BEAD funds received.

Michael then stated that solar farms are getting a lot of activity, and he is also reviewing the fee schedule for his office.

Kenneth McCorrison, Director of Public Safety updated on a couple of items in Public Safety. As far as the hazard mitigation plan, he is seeing outstanding participation from the local municipal offices.

He is working with the grants department to try and find funding for Phase II of the radio project. Multiple trainings are coming up; one is local government's role in disasters. Also wrapping up is the cloud-based recording system which will be a significant savings to the county.

**Proclamation(s):** None

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

**Unfinished Business:** None

**New Business:**

**Resolution 3277 Authorizing Application for the LSA Grant for the Bike Hike Trail Rehab project:** Josh Cotton, Grant Writer stated that this grant is for an LSA grant with zero match for the bike hike trail rehab project.

Commissioner Daniel Glotz stated that this is for the repair, resurfacing, and shoulder work on the existing part of the trail.

A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve Resolution #3277 as presented. The motion carried unanimously.

**Resolution 3278 Burn Ban in Warren County:** Commissioner Tricia D. Durbin stated that this resolution solidifies the ban that was put into place earlier. This ban is recommended by the DCNR, and the forestry service.

Commissioner Tricia D. Durbin stated that as Commissioners we will continue to work with the DCNR in monitoring the precipitation and lift before December 4<sup>th</sup> if at all possible.

A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve Resolution #3278 as presented. The motion carried unanimously.

**Application to continue the Preferred Training Partnership with Butler Community College:** Kenneth McCorrison, Director of Public Safety stated that the bill for this training is split between the county and LEPC. This is for 500 hours of training at \$4,500.00. He then stated that if someone from out of county comes and participates in a training, they are invoiced for this.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Daniel Glotz to approve the agreement with Preferred Training Partnership as presented. The motion carried unanimously.

**Repository Tax Bid(s):** Commissioner Daniel Glotz stated that this bid is for parcel WN-574-573900-000 from Michael Obinski in the amount of \$1,003.00.

A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to accept the bid from Mr. Obinski as presented. The motion carried unanimously.

**Commissioner Comments :** Commissioner Kenneth Klakamp took a moment to thank the VFW, and the Eagles Club for the Veteran's Day Dinner that was put on. There were over 200 meals served.

**Adjournment:** A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to adjourn the meeting.

The meeting adjourned at 12:26 p.m.

Respectfully submitted,

*Pamela J. Matve*

Pamela J. Matve  
Chief Clerk



Approved:

*Daniel Glotz*

Daniel Glotz  
Warren County Commissioner