

**Warren County Commissioners Public Meeting
December 18, 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.

Staff Present: Pamela Matve, Chief Clerk, Josh Cotton, Grant Writer, Phil Gilbert, Director of Tax Claim, Meredith Ketcham, Director of CYs, and Solicitor Nathaniel Schmidt

Citizens Present: Sharon Albrecht, Danielle Flasher

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

Executive meetings held since the last meeting: None

Correspondence: None

Public Comment: None

Consent Agenda

Minutes from the November 27, 2024, public meeting: No corrections or additions to be made.

Finance Report: None

Proclamation(s): Christmas 2024, National Law Enforcement Appreciation Day

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

Unfinished Business: None

New Business:

Appointments to the Planning Commission & Zoning Hearing Boards: A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve the reappointment of Jacob Pangborn and Gary Wareham to the Planning Commission for a four-year term beginning January 1, 2025. And the reappointment of Donald Saporito to the Zoning Hearing Board for a five-year term beginning January 1, 2025. The motion carried unanimously.

Statewide Interconnectivity Grant Agreement: Commissioner Tricia D. Durbin stated that the county has been awarded \$20,833.00 in statewide Interconnectivity Funds until January 31, 2025.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Daniel Glotz to approve the Statewide Interconnectivity Agreement with PEMA. The motion carried unanimously.

Resolution #3280 Tax Claim Fee Schedule Rate Changes: A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve Resolution #3280 for the 2025 fee changes in Tax Claim. The motion carried unanimously.

Resolution #3281 Authorization of CDBG RFP for Sheridan St. Project: A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve Resolution #3281 Authorizing the submission of an RFP for the engineering services for the Sheridan St. sewer project in Tidioute. The motion carried unanimously.

CYS New Contracts for Approval: Meridith Ketcham stated that we have had to place juveniles in New Life Adolescents group home and need to get a contract with them. The contract with CSI Corporate Security and investigations we used them to help find a runaway teen in the Philadelphia area.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Daniel Glotz to approve the agreements with New Life Adolescents and CSA Corporate Security and Investigations as presented. The motion carried unanimously.

CYS 2025 Fee Schedule: A motion was made by Commissioner Daniel Glotz, seconded by Commissioner Tricia D. Durbin to approve the 2025 fee schedule for Children and Youth as presented. The motion carried unanimously.

PASAVIN Agreement Renewal: Commissioner Kenneth Klakamp stated that this is a renewal of a program that is required by law to notify victims when an inmate is released.

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

Amendment to the Bonded Agreement: Pamela Matve, Chief Clerk stated that Bonded is our cleaning company that we use to clean county facilities. This amendment will change the courthouse cleaning from five days per week to three. This will save \$13,500 per year.

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

Approve agreement with Insight Technology: Commissioner Kenneth Klakamp stated that Insight Technology takes care of our IT services in the courthouse and other county locations. This agreement is for three years as a succession plan, each year the rate will go down. It can also be renewed each year if we so choose.

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

Adopt the 2025 Budget: Commissioner Daniel Glotz stated that this was not an easy process. It has been out for 20 days for public review.

Commissioner Tricia D. Durbin stated changes were made, and we will continue to make any changes so that we can save money wherever we can. Unfortunately, we did have to do a 1.25 mil tax increase for 2025.

Commissioner Kenneth Klakamp state that some changes were changing our insurance broker, changing our prescription program etc. We need to get ready for our negotiations in 2025.

A motion was made by Commissioner Tricia D. Durbin, seconded by Commissioner Daniel Glotz to adopt the 2025 budget as presented. The motion carried unanimously.

Commissioner Comments : Commissioner Daniel Glotz thanked all the department heads for their hard work and cooperation during this difficult process.

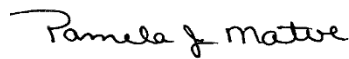
Commissioner Tricia D. Durbin stated it has been a heavy lift for all.

Solicitor Nathaniel Schmidt thank the Commissioners for approving the IT agreement, and stated it has been a pleasure working with you all.

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

The meeting adjourned at 12:30 p.m.

Respectfully submitted,



Pamela J. Matve
Chief Clerk



Approved:



Daniel Glotz
Warren County Commissioner