

**Warren County Commissioners  
Work Session  
Commissioners Conference Room  
Monday, March 11, 2024, 12:00 p.m.**

Commissioner Kenneth Klakamp called the work session of the Warren County commissioners to order with Commissioner Tricia D. Durbin and Commissioner Daniel Glotz present.

Staff Present: Pamela Matve, Lisa Hagberg, Finance Director, Danielle Flasher, CDBG Grants Admin., Phil Gilbert, Director of Tax Claim, Brian Bull, Chief Assessor, and Solicitor Nathaniel Schmidt

Citizens Present Josh Cotton (WTO), and representatives from Lake Shore Paving, and AC Engineering

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

**Public Comment:** None

**Unfinished Business:** None

**New Business:**

**Open Bids for CDBG Clarendon Boro.:** Commissioner Kenneth Klakamp stated that we are opening bids for the reconstruction of Center St. in Clarendon Borough.

Pamela Matve, Chief Clerk stated that three bids were received:

IA Construction	\$366,663.45
Lake Shore Paving	\$419,828.00
Glenn Hawbaker	\$414,287.50

Commissioner Kenneth Klakamp said these will be reviewed by Danielle Flasher, CDBG Grants Admin. and the engineer and awarded at a later date.

**Reassessment Update:** Brian Bull, Chief Assessor gave a brief update on the reassessment and how it is coming along.

As of March 1, 2024, the data collection stands as follows:

Total Improved data collected	12,753 (61.6%)
Total vacant collected	2,553 (47.52%)
Inaccessible (gated, posted no trespass, etc.)	1,099
Refusals	239

Commissioner Tricia D. Durbin asked if we have gotten a new project manager from Vision to which Brian stated yes, he met with him last week; his name is Tony.

Commissioner Kenneth Klakamp asked if the data collection would be completed by next year. Brian Bull, Chief Assessor stated that the data collection should be completed by late summer this year, and the remainder of the project, analysis, etc. will be done in 2025.

**Projects:**

Commissioner Tricia D. Durbin stated that broadband is still an ongoing project. We will be meeting with CTC to see where to go from here. Also, next week we have a meeting scheduled with Pitt to review broadband.

**Upcoming Commissioner Meeting Review:** The agenda for the Wednesday, March 13, 2024 meeting was reviewed.

**Resolution #3264 Adoption of the Act 152 Fee:** Pamela Matve, Chief Clerk stated that this pertains to the \$15 fee for deeds and mortgages. These funds will help with blight remediation.

**Veterans Trust Fund Grant Agreement:** Pamela Matve, Chief Clerk explained that this grant helps with the outreach items such as pens, note pads, brochures, etc.

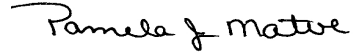
**Department/Committee Updates:** None

**General Discussion:** None

**Executive Session:** None

With nothing further, the work session was adjourned at 12:17 p.m.

Respectfully,

A handwritten signature in black ink that reads "Pamela J. Matve". The signature is written in a cursive, flowing style.

Pamela J. Matve  
Chief Clerk

