

COMMISSIONERS of WARREN COUNTY

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AGENDA WARREN COUNTY COMMISSIONERS' MEETING March 25, 2019 5:30 p.m. Jackson Courtroom

CALL TO ORDER

- Pledge of Allegiance
- Moment of Silence

ANNOUNCEMENTS

- Announce that the meeting will be recorded
- List executive sessions held since last meeting
- Correspondence Received (or outgoing)

PUBLIC COMMENT

CONSENT AGENDA

- Agenda
- Minutes of March 11, 2020 meeting
- Finance Report
- Proclamation(s)
Child Abuse Prevention Month
Autism Awareness Month
Parkinson's Disease Awareness Month

OLD BUSINESS

NEW BUSINESS

- Appointment to the Redevelopment Authority Board
- Appointment to the Zoning Hearing Board
- Resolution #3155 Liquid Fuels Allocation

HUMAN RESOURCE REPORT

CLOSING

- Commissioner Comments
- Adjournment



Warren County Commissioners Public Meeting
March 11, 2020 12:00 p.m.
Jackson Courtroom

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

Staff Present: Pamela Matve, Chief Clerk, Nathaniel Schmidt, Solicitor, Eric Hern, Fiscal Director, Lisa Rivett, Director of Elections, Kim Exley, Human Resource Administrator, Kenneth McCarrison, Public Safety Director, and Kale Asp

Citizens Present: Josh Cotton (WTO)

Announcements: Commissioner Benjamin Kafferlin announced that the meeting is being recorded.

Meetings held since the last meeting: Commissioner Benjamin Kafferlin state that since the last meeting there was a Rouse Executive meeting, we met with the Elections Director regarding voting machines, and on February 27th Commissioner Jeff Eggleston and Commissioner Tricia Durbin met with the elevator project group. He then stated that after this meeting the commissioners will go into an executive session to discuss union negotiations.

Correspondence: Commissioner Benjamin Kafferlin stated that the Commissioners received the 2018 Liquid Fuels Audit from the Auditor Generals Office, and he signed an amendment to the Dam Patrol agreement with the Corp. of Engineers that had no financial bearing.

Public Comment: None

Consent Agenda:

- **Agenda Content:** No changes to the agenda

Minutes from the February 26, 2020 Meeting: No corrections to be made

Fiscal Report: Eric Hern, Fiscal Director stated that balance in the general fund is \$848,516.00 and in the Erie Bank Account, \$449,471.00.

Eric Hern, Fiscal Director stated that we are right in line with past years, and within the next couple weeks we will need to make a draw from the 2020 TAN.

Eric Hern, Fiscal Director stated that he has applied for the PCORP and PCOMP grants to be put towards the parking lot project.

Eric Hern, Fiscal Director then stated that the methodology of figuring the natural gas has shown a savings to the county.

Some of the mats throughout the building will be eliminated saving the county money.

Proclamation(s): Sunshine Week, Public Defender & Public Defender Professional's Week, National County Government Month, Pennsylvania Safe Digging Month, Second Chance Month

Commissioner Benjamin Kafferlin stated that the League of Women Voters was having an event today at 7:00 regarding Sunshine Week, and the 2020 Census.

Commissioner Benjamin Kafferlin then stated in light of Government Month, the Hi-Ed has asked the Commissioners to give a speech in what County Government does, we are also welcome to speak at schools or give tours at the courthouse.

Commissioner Benjamin Kafferlin stated that Second Chance Month focuses on pre-trial initiatives.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve today's agenda, the minutes from the meeting of February 26, 2020, and the proclamations as read. Motion carried unanimously.

Old Business:

New Business:

Award of Ellison & Miley Street Reconstruction Project: Commissioner Benjamin Kafferlin stated that this is a CDBG project.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to award the Ellison & Miley Street reconstruction project to Lindy Paving in the amount of \$160,165.00. Motion carried unanimously.

Agreement between Warren and Forest County for the GIS/Planner position: Commissioner Benjamin Kafferlin stated that this position will be a shared position. This is actually more of an amendment to the shared agreement we have for our 911 dispatching.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the agreement with Forest County for the GIS/Planner position. Motion carried unanimously.

Repository Tax Bid(s): Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the following repository tax bids; Parcel WN-575-445200-000 in the amount of \$910.00 from Ayin Jayne, and Parcel Commissioner Tricia Durbin-005563740-011 in the amount of \$300 from David Say Jr. Motion carried unanimously,

Parking Lot Change Order: Commissioner Jeff Eggleston explained that with the weather and the delay of projects last year, the parking lot was not able to get completed. Therefore, the change order is because other areas are not bad, and the bad areas got worse.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the Change Order from Huber Blacktop in the amount of \$66,564.00 for the parking lot project. Motion carried unanimously.

Resolution #3154 Supporting CCAP 2020 Initiatives: Commissioner Benjamin Kafferlin stated that each year CCAP takes the initiative to fight on behalf of the counties. This resolution shows our support for their 2020 initiatives' such as Mental Health Funding, Emergency Medical Services Crisis, Comprehensive Property Tax Reform, Infrastructure, and Adult Probation Services.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve resolution #3154 supporting the 2020 CCAP Initiatives. Motion carried unanimously.

Certification of the Maximus Report: Commissioner Benjamin Kafferlin stated that the report from Maximus will allow us to bill departments such as DHS and Domestic Relations for items that were never considered in the past. During the Audit in 2018 the State suggested we do an agreement with Maximus.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to authorize the Chairman, Commissioner Benjamin Kafferlin to sign the certification of the Maximum Report. Motion carried unanimously.

Personnel Report: Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Personnel Report as presented. Motion carried unanimously.

Closing:

Commissioner Comments:

Commissioner Benjamin Kafferlin gave reports from the various boards that he sits on:

Conservation District: he attended the Land Conference, and a meeting on the spotted lantern fly which is a concern.

Penn State: they meet quarterly therefore will have no report till next month.

Crime Stoppers: They met in February and the District Attorney or representatives would like to attend the Townhall meetings.

EMS Council: He stated that an EMS Task Force has been created and from these sessions a triage poster was presented that helps with skilled nursing facilities to decide when an emergency transport is needed or just a simple transport. EMS Council agreed to pay for having 150 laminated copies of this triage poster for the skilled nursing facilities.

NW Commission came to a meeting with the Innovault group and they have agreed to be the administrator or the micro loan program.

Tricia Durbin gave the following report from the boards that she sits:

Salvation Army: The Salvation Army raised \$1,500 through the polar bear plunge. They are expanding their lunch program and looking for tables and chairs. The 2021 kick off breakfast is starting to be planned.

Visitors Bureau: in 2019 there were 20,000 visitors' guides printed and there are only 100 remaining, they are going to order 30,000 when the new guides go to print. There were discussions on the Dog Park that took place.

Job Connect: The state has five goals, and one is from Aaron Sekarak who would like to start a Junior Achievement program here in Warren. Commissioner Benjamin Kafferlin asked what is Junior Achievement and Commissioner Tricia Durbin explained that there are courses and or classes put into the schools that are taught by volunteers on everyday life things such as balancing a check book, etc.

Area on Aging: The agency is changing the way reimbursements for services is done, unfortunately this will reduce their yearly budget by \$800,000.00. Commissioner Jeff Eggleston stated that he feels this will be a detriment and hopefully they can rebid this.

Commissioner Jeff Eggleston gave the following report from the boards that he sits:

At the COG meeting this month, Gary Lester gave a very stirring presentation on Leadership Warren.

Adjournment: Motion was made Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to adjourn the meeting. Motion carried unanimously.

Meeting adjourned 12:45 p.m.

Respectfully submitted,

Pamela J. Matve
Chief Clerk

Approved:

Jeff Eggleston
Commissioner



**PROCLAMATION
CHILD ABUSE PREVENTION MONTH – WARREN COUNTY
APRIL 2020**

WHEREAS, child abuse is a community problem and finding solutions depends on involvement among people throughout the community.

WHEREAS, approximately 44,063 thousand reports of child abuse and 80,322 thousand reports of child neglect were investigated in Pennsylvania for 2018. In Warren County, 169 reports of child abuse and 686 reports of child neglect were investigated for 2018.

WHEREAS, the effects of child abuse are felt by whole communities and need to be addressed by the entire community.

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community.

WHEREAS, Pinwheels for Prevention will be placed in the courthouse yard as a symbol for child abuse and neglect prevention. Pinwheels representing the 266 births in Warren County in 2019 will be placed on the court house lawn. These serve as a reminder for our community to take an active role in preventing child abuse and neglect.

AND FURTHER, we commend the Children and Youth Advisory Committee, CASA of Warren and Forest Counties and the Warren County Children's Advocacy Center for providing such information to our people and urge full support of their successful effort, in concert with local community agencies, public and private, to establish a community-wide network of education and treatment where abusing parents and children are at last finding new hope and effective support.

NOW, THEREFORE, the Commissioners of Warren County do hereby proclaim April as Child Abuse Prevention Month in Warren County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse, thereby strengthening the communities in which we live.

ADOPTED, this 25th day of March, 2012.

COMMISSIONERS OF WARREN COUNTY

Benjamin Kafferlin
Chair

Cindy Morrison
Vice Chair

Attest:

Pamela J. Matve
Chief Clerk

Jeff Eggleston
Commissioner



PROCLAMATION
Autism Awareness Month, April 2020

WHEREAS, autism can affect anyone regardless of race, religion, socio-economic status, or geography; and

WHEREAS, the prevalence of autism in the United States is 1 in 68 children; and

WHEREAS, autism affects more than 3 million people in the United States; and more than 55,000 children and adults with autism are receiving services in the commonwealth; and

WHEREAS, children and adults with autism are our family members, friends, neighbors, and coworkers; and

WHEREAS, each individual with autism is unique, with talents and qualities such as exceptional focus and dedication; and

WHEREAS, individuals with autism benefit from specialized services and community support to ensure their health and safety and full participation in community life, such as Forest/Warren Human Services Early Intervention and Intellectual Disabilities Programs; and

WHEREAS, individuals with autism, families, professionals, and community members are supported through connections with others and the sharing of resources; and

WHEREAS, the resilience of families and individuals with autism is strengthened through support; and

WHEREAS, we value what is important to people with autism and their families, who are striving to live everyday lives; and

WHEREAS, positive outcomes increase for individuals with autism when training is provided to professionals across all systems, including those in justice, healthcare, and emergency response settings; and

WHEREAS, the aims for Autism Awareness Month are to inform the general public about both the potential and needs of people with autism and to stress the importance of early diagnosis and early intervention, as well as the importance of providing appropriate supports that continue through adulthood.

THEREFORE, in recognition of Pennsylvanians diagnosed with autism and their families, We, the Board of Warren County Commissioners, do hereby proclaim April 2020 as AUTISM AWARENESS MONTH.

We encourage all Pennsylvanians to provide their support in furthering awareness about autism.

ADOPTED, this 25th day of March, 2020.

COMMISSIONERS OF WARREN COUNTY

Benjamin Kafferlin
Chair

Cindy Morrison
Vice Chair

Attest:

Pamela J. Matve
Chief Clerk

Jeff Eggleston
Commissioner



PROCLAMATION

Parkinson's Disease Awareness Month

WHEREAS, Parkinson's Disease is a progressive disorder of the central nervous system affecting more than 1.5 million people in the United States; and

WHEREAS, the American Parkinson's Disease Association has sought to "Ease the Burden - Find the Cure" through research, patient and family services, education, and sponsorship of 45 Chapters, 55 Information and referral Centers, and more than 1,000 support groups throughout the United States; and

WHEREAS, the World, the Nation, and the County of Warren observe Parkinson's disease Awareness Month during April 2020; and

WHEREAS, the County of Warren recognizes the efforts of the Warren Parkinson's Disease Support Group to raise funds and promote awareness to fight Parkinson's disease, thereby improving the quality of life for those living with the disease.

NOW, THEREFORE, We the Commissioners of Warren County, in honor of those who work with the American Parkinson's Disease Association Inc. and their value to our residents do hereby proclaim April 2020 to be Parkinson's Disease Awareness Month in the County of Warren.

ADOPTED, this 25th day of March, 2020.

COMMISSIONERS OF WARREN COUNTY

Benjamin Kafferlin
Chair

Cindy Morrison
Vice Chair

Attest:

Pamela J. Matve
Chief Clerk

Jeff Eggleston
Commissioner

County of Warren, Pennsylvania



County Commissioners
BENJAMIN KAFFERLIN - Chair
CINDY MORRISON - Vice Chair
JEFF EGGLESTON - Secretary

Planning and Zoning Commission

204 Fourth Avenue Warren, Pennsylvania 16365
Tele: 814-728-3512 Fax: 814-728-3517

DANIEL H. GLOTZ
Planning Director
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Zoning Officer
Tele: 814-728-3514

LAURIE A. BURDICK
Department Secretary
Tele: 814-728-3512

MEMO

TO: Warren County Commissioners Benjamin Kafferlin, Tricia Durbin, and Jeff Eggleston

FROM: Dan Glotz, Planning Director 

RE: Appointment to Warren County Redevelopment Authority

Date: March 18, 2020

On behalf of the Warren County Redevelopment Authority, please appoint Joe Whipp of Warren, PA to the Redevelopment Authority Board to fill the vacancy created by Pamela Matve's resignation, and whose unexpired five-year term ends December 31, 2023. Please add this appointment to your Agenda for the next Commissioners' meeting.

Please contact me if you have any questions.

Thank you.

To: Warren County Commissioners

From: Dan Glotz, Planning Director

RE: Appointment to the Warren County Zoning Hearing Board

On behalf of the Warren County Zoning Hearing Board, please appoint Don Saporito to the Zoning Hearing Board.

His term will be effective immediately through December, 31, 2021.

Resolution # 3155

2020 LIQUID FUELS APPLICATIONS

WHEREAS, the Warren Board of Commissioners wishes to allocate to local municipalities monies from the County Liquid Fuel Tax Funds (hereinafter "LFT Funds") for the year 2020, scheduled for disbursement in a total amount of \$149,404.00;

WHEREAS, the local municipalities listed below are eligible for receipt of LFT Funds;

WHEREAS, the Commissioners have agreed to contribute to each local municipality the allocation set forth below subject to each local municipality making timely applications for LFT Funds and for payment;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Warren County, does hereby agree to contribute to each of the following local municipalities the allocation set forth hereinafter, subject to each municipality applying for its allocation of Liquid Fuel Funds by June 2020, and completing its MS999 application for payment on or before November 30, 2020:

BROKENSTRAW	\$9,027	PITTSFIELD	\$6,875
CHERRY GROVE	\$798	PLEASANT	\$4,267
COLUMBUS	\$11,967	SHEFFIELD	\$3,978
CONEWANGO	\$9,260	SOUTHWEST	\$6,695
DEERFIELD	\$4,529	SPRING CREEK	\$11,109
ELDRED	\$7,871	SUGAR GROVE	\$11,253
ELK	\$3,688	TRIUMPH	\$5,663
FARMINGTON	\$10,266	WATSON	\$527
FREEHOLD	\$9,872	BEAR LAKE BORO.	\$360
GLADE	\$5,123	CLARENDON BORO.	\$600
LIMESTONE	\$2,392	SUGAR GROVE	
MEAD	\$3,436	BORO.	\$817
PINE GROVE	\$7,897	TIDIOUTE BORO.	\$1,229
		YOUNGSVILLE	
		BORO.	\$2,608
		CITY OF WARREN	\$12,892

ADOPTED this day 25th day of March 2020.

COMMISSIONERS OF WARREN COUNTY

Benjamin Kafferlin
Chair

Tricia D. Durbin
Vice Chair

Attest:

Pamela J. Matve
Chief Clerk

Jeff Eggleston
Commissioner



Warren County
Human Resources Report
as of
3/2020

New Hires for Warren County

Name	Effective Date	Department	Position Title	Rate	Annual Rate	ER FICA & Benefits	Total Compensation Package
Reilly Enlow	3/16/2020	Finance	Finance Administrator	\$18.13	\$33,000.00		

Changes for Warren County

Name	Effective Date	Department	Position Change	Rate	Annual Rate	ER FICA & Benefits	Total Compensation Package
Chris Greene		Jail	Administrative Asst to Office Manager	\$19.00	\$39,520.00	\$26,643.28	\$66,163.28

Separations

Name	Effective Date	Department	Position	Retirement YES / NO
Ashley Peterson	3/27/2020	Sheriff	Deputy Sheriff FT	N