

Warren County Commissioners Public Meeting
March 23, 2022 12:00 p.m.
Main Courtroom

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

Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Attorney Nathaniel Schmidt, Lorri Dunlap, Grants Administrator, Kenneth McCorrison, Public Safety Director, Kale Asp, Julie Lacki, and Meredith Ketcham, Children & Youth Administrator

Citizens Present: Josh Cotton (WTO)

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

Commissioner Benjamin Kafferlin then stated that the first Townhall meeting is April 1st at the City Municipal Building.

Meetings held since the last meeting: Commissioner Benjamin Kafferlin stated that since the last public meeting the only time that all three commissioners were together was this weekend for the CCAP conference; no decisions were made.

Correspondence: Commissioner Benjamin Kafferlin stated that we received a letter from PEMA stating that Public Safety is recertified for the 911 program with no findings.

Public Comment: None

Consent Agenda:

Minutes from the March 9, 2022 Public Meeting: No corrections or additions to be made.

Finance Report: Lisa Hagberg, Finance Director gave the financial report stating that after all expenses are paid, to which she reviewed the balance in the general fund is \$1,032,756.00, and in the Erie Bank is \$745,042.00.

Proclamation(s): National County Government Month, National Library Week, National Telecommunicator Week, Second Chance Month, Autism Awareness Month, Parkinson's Disease Awareness Month, Child Abuse Prevention Month, Sexual Assault Awareness Month, and Safe Digging Month

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the consent agenda as presented. Motion carried unanimously.

Commissioner Jeff Eggleston then stated that on April 7th Lake Shore is hosting an Autism Awareness Day at Holy Redeemer.

Meredith Ketcham, Children & Youth Administrator stated that on April 1st pinwheels will be placed on the lawn at the courthouse in recognition of Child Abuse Prevention Month.

Old Business:

New Business:

Resolution #3208 Revision to the FY 2019 CDBG Funds: Lorri Dunlap stated there were some funds that were mis-allocated to the Blight Program in 2013. This will be the final payment of those funds and we must state where these funds will come from and where they will be applied.

Lorri stated that the amount is \$5,443.07 and these will come from the general fund and be assigned to the Bear Lake Center St. Reconstruction Project.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve Resolution #3208 as presented. Motion carried unanimously.

Notice to Award Center St. Storm Water Drainage Project: Lori Dunlap stated that after review of the bids received, they would she is requesting that the Center St. Storm Water Drainage Project in Clarendon be awarded to E&M Engineering for their Design Services in the amount of \$22,000.00.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to award the Center St. Storm Water Drainage project to E&M Engineers in the amount of \$22,000.00. Motion carried unanimously.

Approval of ACM Contracting Agreement: Pamela Matve, Chief Clerk stated that this is a renewal of an agreement with ACM Contracting for the care of the courthouse and MDJ Zydonik lawns. The cost is \$85 per mowing at the courthouse, and \$15 per mowing at MDJ Zydonik office.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with ACM Contracting as presented. Motion carried unanimously.

Spring Creek Request for Act 13 funding: Commissioner Benjamin Kafferlin explained that this project is to improve, expand and rehabilitate the Spring Creek Park to help meet the needs of the growing community. The cost of the project is \$321,585.37 and the match amount is \$306,585.37. Spring Creek is asking for \$15,000.00 from Act 13 to put with this match amount.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the request of \$15,000.00 from Act 13 funds for the Spring Creek Park project. Motion carried with Commissioner Benjamin Kafferlin abstaining.

Tidioute Heart & Soul Act 13 Funding Request: Commissioner Jeff Eggleston explained that this is part two of the planning process. The request is for \$12,500.00 to go along with the \$12,500.00 in-kind contribution.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Act 13 funding request from Tidioute Heart & Soul in the amount of \$12,500.00. Motion carried unanimously.

Resolution # 3207 Supporting Increased Human Services Funding in the 2022-2023 State Budget: Commissioner Jeff Eggleston explained that this resolution is to support CCAP and their push to increase Human Services Funding.

Julie Lacki and Meredith Ketcham spoke on the needs of the increased funding and the services that they provide.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve Resolution #3207 to show support for increased Human Services funding. Motion carried unanimously.

Agreement with Armor: Commissioner Benjamin Kafferlin stated that this is an agreement for our Fire Sprinkler Inspections. This agreement will cover until July 2024.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with Armor for the Fire Sprinkler Inspections. Motion carried unanimously.

Agreement with NW Service Company: Commissioner Benjamin Kafferlin stated that there are four agreements that cover four tower sites for annual generator service/inspections at a cost of \$380.00ea per inspection and \$85.00ea per hour for additional work.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreements with NW Service Company for the annual generator service/inspection for four tower sites. Motion carried unanimously.

Commissioner Comments:

Commissioner Benjamin Kafferlin stated that attended some break out sessions at the CCAP conference that pertained to C-Pace program, and a session on elections and the state portal will soon include municipal election results. He said it was very informative.

Commissioner Tricia Durbin stated that she sat in on some sessions also, one on broadband, and the other on how counties are spending their ARPA funds. It was very interesting on what other counties are doing such as putting out community surveys, but there is only one or two counties that have decided on how to spend the funds.

Commissioner Jeff Eggleston stated that he attended an Assessment breakout session that was to be one hour and ended up being three. He did get some insight on some policies and or procedures that we may want to look at.

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

Meeting adjourned 12:40 p.m.

Respectfully submitted,

Pamela J. Matve

Pamela J. Matve
Chief Clerk



Approved:

Jeff Eggleston

Jeff Eggleston
Warren County Commissioner