

**Warren County Commissioners
Work Session
Commissioners Conference Room
April 25, 2022, 12:05 p.m.**

Commissioner Benjamin Kafferlin called the Work Session 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, Kim Exley, Employee Relations Administrator, Attorney Nathaniel Schmidt, and Matt Nordin, Maintenance Director

Citizens Present: Josh Cottom (WTO)

Announcements:

Commissioner Benjamin Kafferlin started the meeting by stating that the meeting will be recorded.

Commissioner Benjamin Kafferlin announced that beginning with our Wednesday public meeting, we will try to offer virtual viewing and see how it goes.

Public Hearings: None

Public Comment: None

New Items of Discussion:

Fire alarm annual testing: Matt Nordin stated that Johnson Controls does the annual testing of the fire alarms in the jail. The courthouse has not had an agreement to check our fire alarms. Johnson Controls has proposed doing this for the courthouse at a cost of \$740.00 per year for five years. If we want to have them also check the fire alarms lights that cost would be \$2,100.00 per year.

Matt stated that he and Chief Deputy Chuck Fetzeck discussed this and feel that the pull alarms are what needs tested each year, therefore, we are recommending the \$740.00 agreement for five years.

Commissioner Benjamin Kafferlin asked Pamela Matve, Chief Clerk to get an agreement and place it on the next available agenda for action.

Madison Ave. trees: Commissioner Benjamin Kafferlin explained that we have been receiving complaints about limbs falling into neighbor's yards from the Madison Ave. property. Therefore, we have gone out to get quotes to remove the trees.

Commissioner Benjamin Kafferlin stated that he sees no compelling reason to take down the large tree by the house.

Matt Nordin explained that he took photos and numbered them in the order of the need for removal. Tree one and two are rotted and leaning.

Attorney Nathaniel Schmidt recommended that the county only do what is considered maintenance.

Matt Nordin recommended that tree one and two needs to come down, possibly trim tree three and four so the branches do not fall and hurt neighboring property or the children if playing outside.

Commissioner Jeff Eggleston recommended to remove all trees.

Attorney Nathaniel Schmidt stated that he is petitioning the courts to have this property sold in 60 – 90 days.

Commissioner Jeff Eggleston still asked that the lowest bid be placed on the agenda for action on Wednesday without the stump grinding.

MCM proposal for refugee replacement hazard & risk assessment: Commissioner Benjamin Kafferlin stated that MCM has someone on their staff with experience in this situation. They have given their proposal and it looks like the cost is less than normal fees.

After further discussion, Commissioner Benjamin Kafferlin instructed Pamela Matve, Chief Clerk to put this agreement on the agenda for Wednesday.

FWHS Scantek agreement: Lisa Hagberg, Finance Director explained that there are many file cabinets with documentation from the NW Human Development days that need to be scanned to free up space. This would be covered through ARPA funds. And the proposed cost is \$70,009.00.

Attorney Nathaniel Schmidt asked if these records could be destroyed based on the records retention laws.

Lisa Hagberg, Finance Director stated that these are permanent records, and Commissioner Jeff Eggleston agreed that this needs to be completed.

Commissioner Benjamin Kafferlin asked that this be placed on Wednesday's agenda.

C-Pace SEF Cooperation agreement: Commissioner Benjamin Kafferlin explained that this agreement needs to be signed but there is a question; do we want to charge a fee for the county's time? This fee needs to be stated in this agreement.

Commissioner Jeff Eggleston stated that the fee should cover staff time. We need to have Brian Bull; Chief Assessor give us an estimate of how much time he thinks these applications will take. And what date to use as the date, that the tax bills go out.

Commissioner Tricia Durbin agreed, the fee should cover staff time.

Grants: Commissioner Jeff Eggleston stated that he is working on several grant applications through Senator Casey's office for the housing plan initiative, and the one that is due today is for the Tidioute Community Center. He asked that the commissioners sign a support letter to go along with this grant.

Commissioner Jeff Eggleston then stated that the MCM grant is due on Wednesday. Kenneth McCorrison, Public Safety Director got a lead on a grant that will benefit the Department of Public Safety to cover towers, and radios.

Projects:

Commissioner Tricia Durbin stated that the county was able to save the POWER grant for broadband, so we need to sit down and discuss what our next steps are.

DCED is available to sit with us and give us guidance on what we need to do with this project.

Commissioner Benjamin Kafferlin stated that an RFP will need to go out, and the parameters have already been set.

Policies & Procedures:

Upcoming Commissioner Meeting Review: Commissioner Tricia Durbin reviewed the agenda for Wednesday's public meeting.

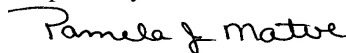
Department/Committee Updates:

Commissioner's Schedule

General Discussion:

With nothing further, the work session was adjourned at 12:31 p.m.

Respectfully,



Pamela J. Matve
Chief Clerk

