

AGENDA
COMMISSIONERS CONFERENCE
SEPTEMBER 14, 2021

I. Call to Order

II. Unfinished Business/Correspondence

III. Motion by _____, second by _____, to approve the minutes of the meeting dated August 24, 2021 as presented.

Vote called: Bullers _____ North _____ Pisarcik _____

IV. Motion by _____, second by _____, to approve invoices in the amount of \$1,407,315.65 for the period August 25, through September 14, 2021.

Vote called: Bullers _____ North _____ Pisarcik _____

V. Motion by _____, second by _____, to approve pending invoices in the amount of \$589,643.00.

Vote called: Bullers _____ North _____ Pisarcik _____

VI. Motion by _____, second by _____ that the actual gross payroll in the amount of \$259,304.59 be approved for payment for the period August 15, through August 28, 2021.

Vote called: Bullers _____ North _____ Pisarcik _____

VII. Motion by _____, second by _____ that the tentative gross payroll in the amount of \$257,340.00 be approved for payment for the period August 29, through September 11, 2021.

Vote called: Bullers _____ North _____ Pisarcik _____

VIII. Motion by _____, second by _____ to appoint Stacy Elaine Stacy of Punxsutawney to the Jefferson County Housing Authority to fill the unexpired term of Captain Shane Carter. Ms. Stacy's term will expire December 31, 2025.

Vote called: Bullers _____ North _____ Pisarcik _____

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IX. Motion by _____, second by _____, to ratify the Union Contract for the Jefferson County Court Appointed Employees Association dated August 25, 2021.

Vote called: Bullers _____ North _____ Pisarcik _____

X. Motion by _____, second by _____ to approve the 2022 Holidays/Shift Holidays for all County employees.

Vote called: Bullers _____ North _____ Pisarcik _____

ANNOUNCEMENTS

Commissioners Meeting – September 28, 2021 – 10:30 a.m. – Jefferson Place

Jail Board Meeting – September 28, 2021 – 12:00 p.m. – Jefferson Place

XI. Public Comments

XII. Close Public Comments

XIII. Motion by _____, second by _____, that the meeting be adjourned.

Vote called: Bullers _____ North _____ Pisarcik _____

JEFFERSON COUNTY INVOICE APPROVAL
8/22/21 THROUGH 9/11/21

Vendor	Invoice Description	Invoice Amount
Fund 10 - GENERAL FUND		
1738 - COMMUNITY ACTION	MATP-JUNE & JULY 2021	223,610.22
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	CO. HOSPITALIZATION #105352-17 SEPTEMBER 2021	126,938.31
1738 - COMMUNITY ACTION	ERAP-3/6/21-6/30/21 ADMIN & GRANT COSTS	55,334.76
3560 - NORTHWEST PA GREAT OUTDOORS	HOTEL TAX-2QTR 2021	53,175.07
5801 - PRIMECARE MEDICAL, INC.-JAIL	JAIL-MEDICAL SERVICES SEPTEMBER 2021 #42202	48,134.21
1735 - PA MUNICIPAL RETIREMENT SYSTEM-PMRS	EMPLOYEE CONTRIBUTIONS-AUGUST 2021	46,026.62
6526 - TRI STAR MOTORS	SHER/CAPTL-2021 FORD EXPLORER VIN#1FM5K8AB6MGB05200	41,954.64
1738 - COMMUNITY ACTION	NURTURING PARENTING GRANT-JUNE & JULY 2021	15,975.00
1536 - CAMPBELL DURRANT, P.C.	HR-PROF SERVICES JUNE & JULY 2021	15,968.83
5269 - PCN-PITTSBURGH COMPANIES NORTH INC.	JAIL-MEALS 7/17/21-7/31/21	14,672.08
5340 - SUSQUEHANNA SACS (GROUP ADVISORS)	CENTRAL DEPT-PROF SERVICES JUNE 2021	12,458.05
1738 - COMMUNITY ACTION	CO. ALLOCATION 3QTR 2021	12,203.75
5402 - DD35 JAMES B. KUNSELMAN BUILDING & REMODELING	HERAP20/04-ELECTRCL/PLUMBNG/PAULA HANNA-FINAL	9,495.00
2673 - INFOCON CORPORATION	CO-SERVICE JULY 2021	9,108.75
3723 - PENELEC	CO-ELECTRIC 6/17/21-7/18/21	9,047.39
9001 - EB EMPLOYEE SOLUTIONS LLC	CENTRAL DEPT-DIFFERENCE CARD PREMIUM-AUGUST 2021	7,773.54
8841 - US FLAG MAKER	VA-FLAGS/BURIAL(11,520)	7,703.20
3856 - PITNEY BOWES RESERVE ACCOUNT	CH & JP-POSTAGE	6,000.00
1425 - BROOKVILLE MUNICIPAL AUTHORITY	CO-WATER/SEWAGE 7/10/21-8/10/21	5,630.66
3726 - PENN STATE COOPERATIVE EXTENSION	CO. APPROPRIATION SEPTEMBER 2021	5,426.25
3058 - SMITH PROPANE & OIL (was LOCKARD until 8/17)	CO.GAS JULY/AUGUST 2021	5,117.26
1702 - CLEARFIELD-JEFFERSON COUNTIES REGIONAL AIRPORT	CO. ALLOCATION SEPTEMBER 2021	4,952.25
1420 - PENN HIGHLANDS BROOKVILLE-(Brookville Hospital)	JAIL-INMATE MEDICAL EXPENSES	4,556.36
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	DRO/EXT/WJD-RENT SEPTEMBER 2021	4,375.00
6619 - LAURA M. SNYDER COURT REPORTING	CT-REPORTER 8/20/21-9/3/21	3,750.00
1062 - SCOTT C. ALLEN	CT-CCM/PD-ASSISTANT/JUV SEPTEMBER 2021	3,641.67
3225 - MCCLEARY BUSINESS MACHINES	CO-SUPPLIES/PRINTER TONER & M&R/DOD-SAVIN PC600 PRNTR	3,322.76
1703 - CLEARFIELD-JEFFERSON DRUG & ALCOHOL	PROTH-TITLE 75 DUI/JULY 2021	3,139.72
2728 - JEFFERSON COUNTY AREA AGENCY ON AGING	CO. GRANT SEPTEMBER 2021	2,916.67
4495 - STAPLES ADVANTAGE	CO.SUPPLIES	2,743.22
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	DENTAL PREMIUM #080417-000 SEPTEMBER 2021	2,726.25
2034 - ECOLAB	JAIL-CLEANING/SANITATION SUPPLIES	2,645.29
1032 - AFLAC	AFLAC ACCT#76888-PREMIUM INVOICE #216208	2,607.30
9160 - DAY SERVICES LLC	COMM-PROF SERV/MOWING JULY 2021	2,550.00
8370 - FORENSICDX	COR-AUTOPSY/TOXICOLOGY/DAVID FINN	2,475.00
2697 - IRON MOUNTAIN RECORDS MANAGEMENT	R&R-RENT/STORAGE 8/1/21-7/31/22	2,420.14
1118 - ANDERSON & KIME EMPLOYEE BENEFITS, INC.	DENTAL BUY-UP PREMIUM #080417-001 SEPTEMBER 2021	2,324.16
5288 - ARCHIVES MANAGEMENT WAREHOUSE	CO-RECORD STORAGE JULY-AUGUST 2021	2,175.30
6802 - HUNTLEIGH USA CORPORATION	CH-CLEANING SERVICE JULY 2021	2,157.00
8370 - FORENSICDX	COR-AUTOPSY/VIRGINIA CLARE WESTOVER	2,140.00
2638 - FRED D. HUMMEL	PD-ASSISTANT SEPTEMBER 2021	2,000.00
7755 - VIGILNET	RIPP-SCRAM ALCOHOL MONITORING JULY 2021	1,594.50
1566 - CARTER BIANCO, LLP	CT-COUNSEL & CT-OC18/COUNSEL	1,294.59
4611 - TAYLOR LAW FIRM	CT-COUNSEL	1,215.50
6393 - SPRINGHILL GROUP	911-RENT SEPTEMBER 2021-COOLSPRING TOWER	1,197.38
1791 - COURIER EXPRESS/MCLEAN PUBLISHING	COMM/DOD/ELECT-ADVERTSNG	1,165.27
4697 - UNITED MINE WORKERS - JAIL DUES	UNION DUES-AUGUST 2021	1,067.48
8013 - EASTERN ELEVATOR SERVICE & SALES CO.	CH-M&R ELEVATR/PRISONR PULLED EMERG STOP/CH & JP-MAINT AUGUST 2021	1,020.45
3501 - NCPRPDC (NORTH CENTRAL)	GREENWAYS MINI GRANT 2021-2022	1,000.00
7535 - WILLOW RUN SANCTUARY	2021 CO. APPROPRIATION	1,000.00
MISCELLANEOUS	MISC. UNDER \$1,000	17,009.92
C&Y EXPENDITURES	C&Y-EXPENSES	524,678.77
Fund 10 - GENERAL FUND Totals		\$1,343,615.54

JEFFERSON COUNTY INVOICE APPROVAL
8/22/21 THROUGH 9/11/21

Fund 21 - LIQUID FUEL FUND

4694 - UNITED ELECTRIC COOPERATIVE INC	LF-ELECTRIC 07/15/21-08/15/21	11.25
2411 - GWIN DOBSON & FOREMAN INC. - GD&F	LF44-ENG JC21 BRIDGE REHABILITATION PROJ THRU 8/28/21 INV#3	2,121.88
Fund 21 - LIQUID FUEL FUND Totals		\$2,133.13

Fund 35 - COMMUNITY DEVELOPMENT

CDBG

5351 - DD35 JEFFERSON COUNTY	CDBG-ADMIN REIMB/JULY 2021	6,354.72
9213 - DD35 JEFFERSON COUNTY TOWNSHIP OFFICERS ASSOC	2021 TOWNSHIP CONVENTION 9/16 SETREE 2018CDBG	25.00
9215 - DELTA DIESEL PERFORMANCE	CDBG CV 2020 ECONOMIC RECOVERY ASSISTANCE PROGRAM	5,000.00
5485 - DD35 PUNXSUTAWNEY SPIRIT	2018 CDBG-PUBLIC HEARING #2/JEFFERSON COUNTY FY 2021	640.00
5485 - DD35 PUNXSUTAWNEY SPIRIT	2018 CDBG-PUBLIC HEARING #2/PUNXSUTAWNEY FY 2021	388.00
CDBG Totals		\$12,407.72

HOME

5351 - DD35 JEFFERSON COUNTY	HOME-ADMIN REIMB/JULY 2021	619.27
8937 - DD35 SROCK CONTRACTING	HOME 2017-PORCH CEILING/BASEMENT WINDOWS-FINAL	7,000.00
5402 - DD35 JAMES B. KUNSELMAN BUILDING & REMODELING	2017 HOME-ELEC/LAUNDRY RM/BASEMNT ENT/DOORS/ROOF/SOFFIT/GUTTER	40,041.00
HOME Totals		\$47,660.27
Fund 35 - COMMUNITY DEVELOPMENT Totals		\$60,067.99

Fund 73 - OFFENDER SUPERVISION FUND

9059 - BLUE LINE DETAILING	OSF-AP/DETAILING VEHCL/'15 FORD TAURUS-MG4086H	200.00
9059 - BLUE LINE DETAILING	OSF-AP/DETAILING VEHCL/'15 FORD EXPLORER-MG6330J	200.00
9033 - BROOKVILLE HOMETOWN MARKET	OSF-WATER/MANWICH #1541	109.81
6593 - OSF73 CULLIGAN	OSF-WATER ACCT 287-09933722-5	37.50
6593 - OSF73 CULLIGAN	OSF-WATER ACCT 287-09933722-5	46.88
8582 - OSF73 PAWSITIVE IMAGE PET RESORT LLC	OSF-K-9 GROOMING/SNACKS	97.72
8582 - OSF73 PAWSITIVE IMAGE PET RESORT LLC	OSF-K-9 GROOMING/SNACKS	81.57
Fund 73 - OFFENDER SUPERVISION FUND Totals		\$773.48

Fund 74 - DRUG TASK FORCE

9217 - DTF74 ARROWHEAD FORENSICS	DTF-SUPPLIES/EVIDENCE TAPE/BAGS/ENVELOPES/NITRILE EXAM GLOVES	306.53
8329 - DTF74 JEFFERSON COUNTY	DTF-STAPLES/VERTICAL FILE CABINETS(2)	418.98
Fund 74 - DRUG TASK FORCE Totals		\$725.51
		\$1,407,315.65

PENDING INVOICES \$589,643.00