

**December 4, 2025
Elk County Board of Commissioners
Meeting Minutes**

Elk County, Ridgway, PA

The Elk County Board of Commissioners met on Thursday, December 4, 2025 at 10:00 AM, at the County Annex Building in the Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry, and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Matthew Frey, Treasurer; Darla Dippold, Assessment Operations Supervisor, Derick Morey, Chief of Probation; Scott Atwell, Warden; and Marilyn Secco, Press.

APPROVAL OF AGENDA - Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF MINUTES– November 20, 2025 Commissioners Meeting. Motion to approve by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.

PRESENTATIONS

RESOLUTIONS –

OLD BUSINESS

NEW BUSINESS

1. Approval of 2026 meetings and holiday calendar. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. Request from Prison, renewal contract between the County of Elk and Jefferson County for inmate housing from January 1, 2026 through December 31, 2026 at a rate of \$75.00 per day per inmate. **Motion to approve, contingent on approval at Prison Board, by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
3. Request from the Coroner, ratification of a new Independent Contractor Deputy Body Transporter contract with Glenn Solic. **Motion to approve by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**
4. Request from Assessment, new contract with RBA Professional Data Systems for programming services to enable compatibility with Vision CAMA/ tax assessment software. Total cost of project is \$12,600 at a rate of \$175 per hour. This is a one-time project with estimated completion date of January 2026. **Motion to approve by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**
5. Request from Assessment, new 6-year contract with Woolpert, Inc for purchase of CAMACloud, including Mobile Assessor software and hardware. Initial one-time fees for licensing, hardware and training will be \$34,885, with recurring annual subscription fees of \$7,143 until December 31, 2031. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

6. Request from Probation, new contract with Corrections Development, Inc./CD-BTM EM Division for electronic monitoring software and hardware. Pricing as per Probation department needs and according to contract Exhibit "A". **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
7. Renewal - Bond coverage for tax collectors as required by state law. \$37,239,654, 4-year surety bond contract issued by Travelers Casualty and Surety Company of America. This program is administered through CCAP Tax Collectors, which obtains a group rates. The County, and each municipality/ school district tax collector is billed separately based on their estimated tax receipts. Bond term is 1/1/26 to 12/31/29. The total bond premium is \$22,635 and the County's portion is \$5,250. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
8. Request from Horton Township, for allocation of County Liquid Fuel Tax funds in the amount of \$7,000.00 for oil and chipping. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
9. Request from the Elk County Solid Waste Authority, for reappointment of Authority members for a term to expire December 31, 2030:
 - a. Russ Braun
 - b. Fred Krug**Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

CORRESPONDENCE – (The following correspondence, if any, is available in the Commissioner's office for further review.)

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- Kary Williamson, HR Specialist/ Deputy Chief Clerk was the recipient of this year's PCoRP Sherm Doebler Award.
- The 2026 Budget will be available to view in the Commissioners office and on the website starting on Friday, December 5, 2025.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

QUESTIONS FROM THE PRESS

COMMENTS FROM TAXPAYERS

ADJOURN MEETING The meeting was adjourned at 10:40 AM on a motion by Gregory J. Gebauer.

Next Meeting:

10:00 A.M. Thursday, December 18, 2025

Thomas G. Wagner Conference Room, Courthouse Annex

Attest: _____

