

~ Minutes ~
POTTER COUNTY COMMISSIONERS MEETING
May 4, 2023
 (Meeting recordings are destroyed after meeting minutes approval)

CALL TO ORDER Commissioner Nancy Grupp called the meeting to order at 11:02 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL: Comm. Barry Hayman, Comm. Paul Heimel, Comm. Nancy Grupp, Chief Clerk Jessica Gibel and Recording Secretary Danielle Gietler, all present.

PUBLIC COMMENT ON AGENDA ITEMS

None

MINUTES – April 20, 2023, ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

GUESTS

Several members of the ABATE of Pa. (Alliance of Bikers Aimed Toward Education) attended to draw attention to motorcycle awareness and public safety.

Shawn McAulay from Northern Tier Community Action Corp. shared details of the federally funded home repair grant program being administered for the Potter County by NTCAC. Eligibility is based on a home's habitability and the owner's income.

Isaac Musser, director of the Potter County Area Agency on Aging, presented an overview of programs and services for Potter County residents 60 and older. He said those who are interested in participating contact Potter County Human Services for details.

NEW BUSINESS

Proclamation for May 2023: Mental Health Awareness Month ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Proclamation for May 2023: Motorcycle Awareness Month ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Resolution 4 of 2023 – Pa. Act 529 College and Career Savings Program, committing Potter County to participating in the program and spreading awareness of its availability to other employers. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Reappointment of Doug Morley to Northcentral Pa. Regional Planning and Development Commission Board of Directors, term of Jan. 1, 2023, through Dec. 31, 2023. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Hayman yes.

Community Development Block Grant FFY 2023 Application Preparation Schedule ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

CONTRACTS AND AGREEMENTS

Contract with Christopher Bickel for lawn care at former senior citizen center and district judge office in Shinglehouse for \$70 per session, April 24, 2023, to Oct. 1, 2023. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PCHS CONTRACTS AND AGREEMENTS

■ **Intellectual Disability (02/01/2023 – 06/30/2023)**

Daniel Kysor, Licensed Psychologist

to provide new or updated evaluations for individuals to determine program eligibility.

21/22

Initial Contract

22/23

\$300/eval.

PCHS CONTRACTS AND AGREEMENTS

■ **Coordinated Services (07/01/2023 – 06/30/2024)**

Human Services Development Fund; Intellectual Disabilities & Mental Health

Transportation

\$2.25/l.d.mi.

No Change

22/23

23/24

Children & Youth Services

PCHS CONTRACTS AND AGREEMENTS

	<u>22/23</u>	<u>23/24</u>
Transportation	\$2.25/lb mi.	No Change
<i>Transportation/Mental Health Escort</i>		
Gail Allen	Less than 4hrs. \$70.00	No Change
	4 – 8 hours \$120.00	“
	8 hours plus \$240.00	“
<i>Transportation/Homeless</i>		
Northern Tier Children’s Home	\$45/day	\$50/day
<i>Assist in paying for shelter</i>		
A Way Out	Varies	Varies
<i>Transportation</i>		
Emergency Food & Shelter	\$2.25/lb mi.	Same
Homeless Assistance	\$2.25/lb mi.	Same
Human Services Development Fund	\$2.25/lb mi.	Same
MATP	\$2.25/lb mi.	Same

~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

TRAINING REQUESTS

Chief Probation Officer Brian Abel, DUI Coordinators’ Conference; May 4-5, 2023, Harrisburg, Pa. ~

Action ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Veterans’ Affair Director Mike Pepper, PSACDVA Conference; June 19-23, 2023, Scranton, Pa. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Grupp seconded. Heimel yes; Grupp yes; Hayman yes.

Kathy Schroeder and Erica Bliss, Potter County Prothonotary/Clerk of Courts Office, Pa. State Assn. of Prothonotary and Clerk of Courts Conference, June 26-30, 2023, in Philadelphia, Pa. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Hayman yes.

PERSONNEL

Promotion of Pamela Rapp, PCHS fiscal technician, to fiscal technician supervisor effective May 8, 2023. ~

Action ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Promotion of Niccola Wood, PCHS county caseworker I, to county caseworker II, effective March 11, 2023. ~

Action ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Hiring of Kelly Ahearn as aging care manager I for the Area of the Aging; effective May 15, 2023. ~ **Action** ~

Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Hiring of Nicole Campbell as aging care manager II for the Area of the Aging; effective May 18, 2023. ~ **Action**

~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Resignation of Katrina Croke, administrative assistant in DA office, effective May 11, 2023. ~ **Action** ~ Comm.

Heimel moved to acknowledge. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

District Attorney Watson has hired Mason Milliard for an internship, May 15, 2023, to June 30, 2023. ~ **Action** ~

Comm. Hayman moved to acknowledge. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

COMMISSIONERS’ REPORTS

Commissioner Grupp advised that May 17 is the final day for public comment on the Maryland Air National Guard’s proposal to stage low-level military training flights for as many as 170 days per year over most of Potter County and sections of nearby counties.

Commissioner Heimel presented an update on one of the board’s Operational Improvement Initiatives. It is an effort to develop a partnership with local and countywide community and economic development organizations to improve community vitality and economic conditions in Potter County. This will be coordinated by the commissioners and the county’s Planning/Community Development/GIS Department. Among elements of the plan are improved grant-writing services, coordinated engagement with state and federal agencies and lawmakers, and investigation of rural county best practices and case studies.

BILLS

Potter County Human Services Fiscal Summary (05/04/2023)

PAYROLL AUTOMATIC DEPOSITS	\$45,350.03
PAYROLL TAX TRANSFERS (EFTPS)	\$13,183.70
STATE TAX WITHHOLDINGS (ETIDES)	\$1,955.29
PAUC	\$44.76

Local W/H	\$636.90
Paytime P/R Charge	\$510.81
ACCOUNTS PAYABLE CHECKS – Check #75539-75624	\$109,761.88
ACCOUNTS PAYABLE CHECKS – Check #75534	\$100.00
ACCOUNTS PAYABLE CHECKS – Check #75535	\$259.74
ACCOUNTS PAYABLE CHECKS – Check #75536	\$440.36
ACCOUNTS PAYABLE CHECKS – Check #75537	\$9.00
Total Checks Written	\$172,252.47

~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Potter County Fiscal Summary –04/21/2023

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll – Direct Deposit	7346-7440			\$97,135.84
10	General Funds – Accounts Payable	141750 - 141850			\$180,216.55
10	General Funds – A/P Manual Checks	94			\$137,791.51
11	LEPC – Local Emergency Planning	3003			\$26.23
14	Liquid Fuels	1768-1770			\$7,464.26
15	North Fork Dam	141842			\$30.00
16	911 Fund	3533-3535			\$7,326.32
17	Saulter Preserve	141842			\$30.00
18	Automation Fund (Civil)	141819; 141799			\$2,118.56
22	Farmland Preserv & Rollback	141820			\$50.00
28	Domestic Relation IV-D	1051			\$10,532.00
34	V.O.J.O	141779; 141803			\$240.94
35	Victim Services/RASA	141779; 141803			\$1,447.30
38	Divorce Fund	141819; 141753			\$25,147.63
51	Capital Projects Fund	141750			\$114,430.00
59	P.C. Victim Impact Panel (CO)	141828			\$126.00
62	CDBG Entitlement	141816; 141821			\$2,802.98

~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Potter County Fiscal Summary – Special Run – 04/28/2023

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll – Direct Deposit	7441-7470			\$7,842.18
10	General Fund – A/P Manual Checks	96			\$10,050.41

~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Potter County Fiscal Summary –First of the Month 05/01/2023

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Funds – Accounts Payable	141851-141863			\$112,964.49
10	General Funds – A/P Manual Checks	97			\$35.00
11	LEPC – Local Emergency Planning	3004			\$579.03
16	911 Fund	3536-3537			\$421.48
34	V.O.J.O.	141852			\$7.95
35	Victim Services/RASA	141852			\$47.70

~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PUBLIC COMMENT:


Elections/Voter Registration Director Charlie Tuttle noted deadlines for those using mail-in ballots for voting in the May 16, 2023, Municipal Primary Election.

NEXT MEETING: Thursday, May 18, 2023 @ 11 a.m.

ADJOURNMENT: ~ **Action** ~ Comm. Grupp moved to adjourn. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.



 Potter County Executive Secretary



 Approval Date

Proclamation Recognizing May 2023
Mental Health Awareness Month

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, one in five Americans live with a mental health condition; and

WHEREAS, stigma and stereotypes associated with mental illnesses often keep people from seeking treatment that could improve their quality of life; and

WHEREAS, all Americans experience times of difficulty and stress in their lives, and should feel comfortable in seeking help and support to manage these times; and

WHEREAS, one in ten children has a serious emotional disturbance, if untreated, can lead to school failure, physical illness, substance use, jail, and even suicide; and

WHEREAS, suicide is the tenth leading cause of death in the United States and the second leading cause of death for our Nation's youth today; and

WHEREAS, mental health recovery is a journey of healing and transformation, enabling people with a mental illness to live in a community of his or her choice while striving to achieve his or her full potential; and

WHEREAS, research has shown that diet, exercise, sleep, and stress management can help Americans protect their mental health and well-being; and


WHEREAS, each citizen, business, school, government agency, healthcare provider, and organization has a responsibility to promote mental health and well-being for all.

NOW, THEREFORE, Potter County Board of Commissioners, do hereby recognize May 2023 as Mental Health Awareness Month in Potter County and call this observance to the attention of our citizens.


Nancy J. Grupp, Chair

ATTEST:


Paul W. Heimel, Commissioner


Jessica M. Giebel, Chief Clerk


Barry Hayman, Commissioner



Established
1804

County of Potter Board of Commissioners

One North Main Street, Suite 207
Coudersport, Pennsylvania 16915
Telephone: 814-274-8290 Fax: 814-274-8284
www.pottercountypa.net

Nancy J. Grupp, Chair
Paul W. Heimel, Commissioner
Barry Hayman, Commissioner

Jessica M. Giebel, Chief Clerk
Thomas R. Shaffer, Solicitor

PROCLAMATION

Motorcycle Safety and Awareness Month MAY 2023

Whereas, the safety of all Potter County motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the County of Potter; and

Whereas, motorcycle riding is a popular form of recreation and transportation for thousands of people in our county and our nation. Licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and

Whereas, it is especially important that the citizens of our county be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques, and promoting motorcycle safety; and

Whereas, during the month of May, God's Country Chapter of the Alliance of Bikers Aimed Toward Education of Pennsylvania (A.B.A.T.E.) will continue their advocacy of motorcycle safety and awareness and stay active in promoting motorcycle safety through both motorist and rider education; and improving the image of motorcyclists to the general public.

Now, Therefore, in recognition of the importance of motorcycle safety on our county's roads and highways, the Potter County Board of Commissioners do hereby proclaim **May 2023** as **MOTORCYCLE SAFETY AND AWARENESS MONTH**. All motorcyclists are encouraged to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

Given under our hands this 4th day of **May 2023**.

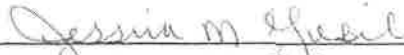
POTTER COUNTY BOARD OF COMMISSIONERS


Nancy J. Grupp, Chairman


Paul W. Heimel, Commissioner


Barry Hayman, Commissioner

ATTEST:


Jessica M. Giebel, Chief Clerk



*Established
1804*

Nancy J. Grupp, Chair
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COUNTY OF POTTER PENNSYLVANIA

RESOLUTION NO. 4 of 2023

PA 529 COLLEGE AND CAREER SAVINGS PROGRAM RESOLUTION

WHEREAS, Potter County Government is committed to economic development that enhances the lives and livelihoods of residents; and

WHEREAS, Rural economic development commissions have identified workforce training and postsecondary education attainment rates as important factors in attracting new business and industry to an area, particularly rural areas; and

WHEREAS, Data clearly demonstrates the strong positive economic effect that increasing the postsecondary education attainment rate has on individuals, households, and communities; and

WHEREAS, Research shows that a child with education savings is three times more likely to enroll in postsecondary education, and four times more likely to graduate; and

WHEREAS, The Pennsylvania Treasury Department offers PA 529 College & Career Savings Program accounts that are designed to be accessible to all persons, regardless of income, and can be used for tuition and related qualified expenses at universities, colleges, trade schools, and technical schools, as well as qualified apprenticeships; and

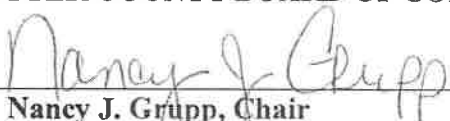
WHEREAS, research shows that the vast majority of employees are more likely to participate in a 529 program for their children or grandchildren if it were offered through their employer; and

NOW, THEREFORE, BE IT RESOLVED that the Potter County Board of Commissioners is partnering with the Pennsylvania Treasury Department in an effort to improve postsecondary education attainment rates in our county, and will:

1. Offer county employees the ability to contribute to PA 529 College and Career Savings Program Plans via payroll deductions; and
2. Encourage other employers in Potter County to follow this example by offering the same option to their employees.

ADOPTED this 4th day of May 2023.

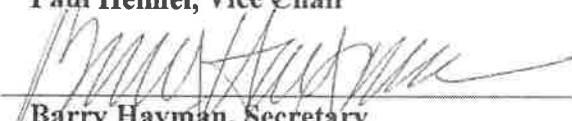
POTTER COUNTY BOARD OF COMMISSIONERS



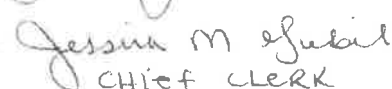
Nancy J. Grupp, Chair



Paul Heimel, Vice Chair



Barry Hayman, Secretary

Attest: 
CHIEF CLERK