

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

June 29, 2023

(Meeting recordings are destroyed after meeting minutes approval)

CALL TO ORDER Commissioner Nancy Grupp called the meeting to order at 11:00 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS None

MINUTES – June 15, 2023 ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp abstained due to absence.

GUESTS

Will Hunt and Pete DiBiase from the county Planning/Community Development/GIS Department and consultant Drew Fiononello representing Esri, a worldwide geographic information systems (GIS) software company, summarized the growing services that GIS is providing to county departments as well as the public. Among the innovations that are being developed currently are GIS services to accommodate Next-Generation 911 and three-dimensional building images, as well as internal structure rendering, with applications that could benefit emergency responders and others.

NEW BUSINESS

Sale of 2002 Dodge Ram 1500 to Virginia Hilbert, highest bidder through the Municibid process, for \$1,451. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

CONTRACTS AND AGREEMENTS

Agreement with Esri for enterprise software under a Small Government Enterprise Agreement for a three-year term, \$28,400 per year for a total price of \$85,200. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Linstar for Galaxy SW Server, renewal at a rate of \$850, July 1, 2023 to June 30, 2023. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

PCHS CONTRACTS AND AGREEMENTS

21/22

22/23

■ **Mental Health (7/01/2022-06/30/2023)**

*Dickinson Center Inc. - Addendum*

School Base MH Specialists N/A \$7,170.00

■ **Children & Youth (3/01/2023-06/30/2023)**

*Pathways Adolescent Center - Addendum*

Dependent/Delinquent; ER Shelter; Residential Placement Program & Transitional Living Program/New Shelter N/A \$ 385.00

■ **Aging (07/01/2023 – 06/30/2024)**

*Barbara Busch*

Pa.-Medi Assistant & Care Management \$25.00/hr. + expenses No change

*Monica Fourness*

Coudersport Sr. Center Operator \$13.00/hr. \$15.00/hr.

■ **Children & Youth (07/01/2023 – 06/30/2024)**

*City Mission*

Shelter & Independent living

Hope House-Emergency Shelter N/A \$330.00

Promise House-Independent Living 3 locations N/A \$230.00

Mariah Morris, Independent Living

Dependent/Delinquent – Transitional Living Program

IL Coordinator

N/A

\$35,000.00/yr.

■ **Drug & Alcohol (07/01/2023 – 06/30/2024)**

*Alcohol & Drug Abuse Svcs., Inc. Recovery Support Svcs.*

Cost Reimbursement contract for Recovery Support \$40,000.00 No Change

SCA Client Screening &

LOC Assessment/Case Coordination \$1,000.00/day No Change

*Alcohol & Drug Abuse Svcs., Inc.: Facility #s 427038, 537034, 427033, 427024, & 127037*

Drug & Alcohol Treatment

#427038 Non-hospital Inpatient \$233.00/day \$269.54/day

#427033 Intensive Outpatient \$135.00/day No change

#537034, #427033, #427024, #127037 Outpatient \$95.00/hr. No change

#427033 Screening & Assessment \$80.00/screening \$80.00/screening Case

Coordination \$20.00/15 mins \$20.00/15 mins

#427033 Intervention First Offenders Group \$100.00/grp. No changes

Jail Group \$120.00/grp.

Youthful Offenders Grp. \$75.00/grp.

*Crossroads Counseling; Facility number 597027*

Drug and Alcohol Treatment – Outpatient Treatment, Group Intensive Outpatient

Treatment, Medication Assisted Treatment

Outpatient Treatment \$95.00/hr. No changes

Group \$66.00/hr.

Intensive Outpatient \$89.00/session

Intensive Outpatient Group \$11.00/15 mins.

MAT Medical Evaluation \$250.00/visit

Bup. Induction \$286.00/visit

Bup. Maintenance \$106.50/visit

Vivitrol Induction \$286.00/visit

Vivitrol Maintenance \$106.50/visit

MAT Nurse Visit \$50.00/visit

*Cove Forge; Facility # 077009*

Drug and Alcohol Treatment – Inpatient and Partial

Level 3.7 WM \$325.00/day \$344.00/day

Level 3.5 Enh \$322.00/day \$338.00/day

Level 3.5 \$270.00/day \$284.00/day

Level 2.5 \$139.00/day No change

*DARS Manos House, Facility # 361119*

Drug and Alcohol Treatment – Inpatient; Adolescent Male

DARS Manos House Level 3/5 \$173.00/day \$191.00/day

*Esper Center, Facility # 257058*

Drug and Alcohol Treatment – Methadone Treatment

Daily dose of Methadone/Counseling \$92.00/wk. No change

Annual Physical \$100.00/yr. No change

Annual Blood Work \$50.00/yr. No change

*Harbor Counseling*

Drug & Alcohol Treatment #597013

Intensive Outpatient \$140.00/day No change

Outpatient Individual \$100.00/hr. No change

Outpatient Group \$45.00/hr. No change

Intervention \$110.00/hr. No change

*Huntington Creek Adolescent Facility Male Only; Facility # 407061*

Drug and Alcohol Treatment – Inpatient

Level 3.7 WM \$573.00/day \$579.00/day

Level 3.5 \$472.00/day No change

*Katie Taylor – Certified Prevention Specialist*

Prevention Services	\$41,150.00/yr.	\$42,400.00/yr.
Mileage Reimbursement	N/A	\$0.655/mi.

*Millerton Acquisition Sub LLC; Bradford Recovery Center, Facility #087028*

Drug and Alcohol Treatment – Inpatient/Partial Hospitalization		
Level 3.7 WM	\$401.00/day	\$402.00/day
Level 3.5	\$277.00/day	\$284.00/day
Level 3.5 Enh	\$314.00/day	\$317.00/day
Level 2.5	\$120.00/day	No change

■ **Intellectual Disability (7/01/2023-06/30/2024)**

*Alliance for Nonprofit Resources*

Certified investigations at the AE level		
Certified Investigations	\$60.00/hr.	\$70.00/hr.

*The Arc of Crawford County, Inc.*

In-home and community support & companion services for ID individuals.		
Administrative Fee	\$311.38/mo.	No changes
Base Service Not-Otherwise-Specified	\$40.00-\$100.00/unit	
In-Home Community Supports W7060	\$7.55/unit	
In-Home Community Supports W7060-U4	\$6.79/unit	
Companion Services W1726	\$6.07/unit	
Companion Services W1726-U4	\$5.30/unit	

*Community Services of Venango County*

Community Services of Venango County administers IM4Q consumer surveys.		
Certified Investigation	\$650.00/survey	No change

*Dickinson Center Inc.*

Provides services for ID individuals		
Community Participation Support (Comm.)	\$ 6.98/unit	No changes
Community Participation Support (Facility)	\$ 5.23/unit	
Community Participation Support (Comm. 1-1)	\$12.81/unit	
Community Participation Support (Facility 1-1)	\$12.40/unit	
Companion Services (Level 2)	\$ 7.71/unit	
In-Home Community Support (Level 2)	\$10.28/unit	
Supported Employment-Job Support	\$17.91/unit	
Small Group Employment (Level 3)	\$13.15/unit	
Clinical Interview (Amanda Straub)	\$ 450.00	

*Service Access Management Inc. (SAM Inc.)*

Assist the AE with program eligibility and determination along with backup for incident management.	\$17.74/qtr. hr.	\$17.90/qtr. hr.
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■ **Mental Health (7/01/2023-06/30/2024)**

*Beacon Light Behavioral Health System*

Mobile Medication Management	\$30.00/15 min. up to \$30,000.00	No Change
Peer Support	\$17.50/15 min. up to \$5,000.00	No Change

*Children's Center for Treatment and Education  
dba Beacon Light Behavioral Health System*

Multisystemic Therapy	\$60.72/15 min max. of \$20,000.00	No Change
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*Dickinson Center, Inc.*

Mental Health Psychiatric Outpatient Svcs.	Max. of \$28,000.	No Change
School Based Mental Health Specialist	Max. of \$77,170.	Max. of \$70,000.
Mental Health Psychiatric Rehabilitation	Max. of \$30,000.	No Change

Family Based Mental Health Services	Max. of \$15,000.	No Change
Mental Health Drop-in Center Svcs.	Max. of \$66,720.00	No Change
Peer Specialist Support Services	\$15.00/15 mins. max. of \$7,500.00	No Change

■ **PCHS (7/01/2023-06/30/2024)**

*Marcos Technologies, LLC Addendum (KOS to Marcos)*

Copiers and Maintenance Agreement No Change No Change

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

**TRAINING REQUESTS**

Will Hunt, Pete DiBiase & Julie Logue, GIS/911 Department, Pa. NENA Conference-911 National Emergency Numbering Association; Sept. 13-15, 2023, in State College, Pa. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Emily Robinson/Sarah Chappell, DA Off., Key Personnel Conf.; Oct. 1213, State College, Pa. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Grupp seconded. Heimel yes; Grupp yes; Hayman yes.

**PERSONNEL**

District Attorney Andy Watson requests extension of Mason Milliard’s internship until July 19, 2023. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

**COMMISSIONERS’ REPORTS**

Commissioner Heimel announced that the commissioners have applied to the U.S. Economic Development Administration for a rural economic and community development consultant under the pilot Economic Development Corps program. The specialist would locate to Potter County for 2.5 years to coordinate a restructuring of the county’s economic and community development processes and strategies. This would be at no cost to the county.

Commissioner Grupp reminded the public that the Pa. Dept. of Environmental Resources will hold a public hearing at 5:30 pm Tuesday, July 25, on the proposed gas/oil drilling wastewater disposal facility proposed for a site in Clara Township.

**BILLS**

**Potter County Fiscal Summary –06/16/2023**

<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 Checks	5005			\$527.26
10	Payroll – Direct Deposit	7787-7882			\$100,999.58
10	General Funds – Accounts Payable	142340-142444			\$326,424.26
10	General Funds – A/P Manual Checks	105			\$144,598.89
11	LEPC – Local Emergency Planning	3015-3017			\$416.50
16	911 Fund	3555-3557			\$4,931.52
18	Automation Fund (Civil)	1423887			\$625.10
28	Domestic Relations IV-D	1052			\$18,578.00
34	V.O.J.O	142370			\$227.46
35	Victim Services/RASA	142370			\$1,456.45

59	P.C. Victim Impact Panel (CO)	142417			\$126.00
65	Gas Well Highway Bridge Improvement	142349			\$20,000.00

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

**Potter County Fiscal Summary – 06/19/2023 - Retirement**

<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 Fund – Accounts Payable	142445			\$85.00

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

**Potter County Fiscal Summary – 06/21/2023 – Special Run**

<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 Fund – Accounts Payable	142446-142449			\$3,365.71

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

**Potter County Human Services Fiscal Summary (06/29/2023)**

PAYROLL AUTOMATIC DEPOSITS	\$45,804.04
PAYROLL TAX TRANSFERS (EFTPS)	\$13,293.37
STATE TAX WITHHOLDINGS (ETIDES)	\$1,973.97
PAUC	\$45.18
Local W/H	\$643.02
Paytime P/R Charge	\$168.14
ACCOUNTS PAYABLE CHECKS – Check #75917-75999	\$85,617.18
ACCOUNTS PAYABLE CHECKS – Check #75915	\$20.00
ACCOUNTS PAYABLE CHECKS – Check #75916	\$300.00
<b>Total Checks Written</b>	<b>\$147,864.90</b>

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

**PUBLIC COMMENT:**

**NEXT MEETING:** Thursday, June 29, 2023 @ 11 a.m.

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

  
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 Potter County Executive Secretary

  
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 Approval Date