

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

APRIL 28, 2016

CALL TO ORDER Commissioner Morley called the meeting to order at 11:04 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Commissioner Susan Kefover, Commissioner Paul Heimel, Commissioner Doug Morley, Chief Clerk Kathleen Majot, and Recording Secretary Dawn Wooster; all present.

PUBLIC COMMENT - None

MINUTES – April 14, 2016 ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Resignation of Andy Watson from the PCHS Alcohol, Tobacco and Other Drugs Advisory Board. Mr. Watson has served the maximum allowable number of terms on this board. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Reappointment of Carol Taylor to the PCHS Aging Advisory Council, May 2016--May 2019. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Request from the Oswayo Valley School District for a \$4,000 allotment from the County's Pa. Act 13 Shale Gas Drilling Impact Fee Legacy Fund to assist in the Safe Routes for School initiative in Shinglehouse Borough. The project includes environmental improvements, projects to reduce soil erosion and sedimentation, educational elements for local school students and the community at large, and enhanced community recreation and wellness opportunities. Funds will be used to help the school district match a state grant. The Commissioners commented that this initiative meets every key element of the Legacy Fund's purpose, including a public/private partnership. Gas Field Specialists Inc. is providing financial support and Shinglehouse Borough is a cooperative partner. Volunteers are also involved in upkeep of the walkways/trails. ~Action~ Comm. Heimel moved to grant the request. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Proposal received from George Parsell for lawn mowing/trimming at the District Judge office in Galeton at \$30 per service (lawnmower and gas provided). ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS - None

TRAINING REQUESTS

--Tena Emerson – PCHS – 2016 Aging/ID Cross-System Conference, Grantville, Pa. Registration and lodging. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Barb Kiel – PCHS – Nutrition & Prime Time Health Conferences, Gettysburg, Pa. Registration and lodging. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Kevin Hannan – P.C. Jail – Staff Trainers Training, Elizabethtown, Pa. Registration. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Glenn Dunn – DES – Hazardous Materials Training, Lock Haven, Pa. Mileage. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CHIEF CLERK REPORT

Received applications for 2016 Liquid Fuel tax funds from Oswayo Township, \$2,163.78; Pike Township (2014, 2015 & 2016), \$4,146.97; Bingham Township, \$3,391.54; and Abbott Township (2015 & 2016), \$5,169.29. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Kefover provided updates on the Coudersport Main Street Committee's strategies on showcasing the empty storefronts available for occupancy. During the Maple Festival (May 6-7), the committee will sponsor a booth that will include information on starting small businesses and a brochure listing the available storefronts.

Commissioner Heibel will lead a conference call on April 29 for the Pa State Land Tax Fairness Coalition to adjust strategies for advocating for raising in-lieu-of-payments made by the state for its forest, game and park lands. All are tax-exempt, which adds to the tax burden of homeowners and landowners. Rep. Martin Causer as well as aides for Senator Joe Scarnati and Representative Mike Hanna will be attending, as well as Commissioners and other officials from several counties across the state.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS - Check #448	1,697.74
PAYROLL AUTOMATIC DEPOSITS	50,349.24
PAYROLL CHRISTMAS CLUB DEPOSITS	1,323.00
PAYROLL TAX TRANSFERS (EFTPS)	19,767.73
STATE TAX WITHHOLDINGS (ETIDES)	2,433.68
ACCOUNTS PAYABLE CHECKS – Check #53729 4/15	2,142.18
Check#53730-53859 4/28	109,072.99
Total Checks Written	186,786.56

~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Potter County Courthouse Special Run – 4/15/2016 Adjustment

<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	83912			1,091.55
10	Payroll – Direct Deposit		9019462	1,091.55	

~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Potter County Courthouse Fiscal Summary – 4/29/2016

<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	83913-83918			7,447.58
10	Payroll-Direct Deposit	9019570-9019666			82,841.93
10	General Fund - Accounts Payable	118188-118276	118087	54.00	75,228.16
10	General Fund – A/P Manual Checks	904291641-904291645			129,859.19
11	LEPC	2243-2249			4,131.37
14	Liquid Fuels	1339			872.87
15	North Fork Dam	118277			22.00
16	911 Wireless	2375			310.71

17	Saulter Preserve	118278			20.00
18	Automation Fund (Civil)	118279			4,670.96
20	Supervision Fees	118280			140.75
28	Domestic Relations IV-D	726			405.00
34	V.O.J.O.	118281			610.05
35	Victim Services	118282-118283			887.53
38	Divorce Fund	118284-118285			24,105.22
64	Gas Well Impact – Capital Reserve	118286			4,000.00

~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Potter County Courthouse First of the Month – 5/02/2016

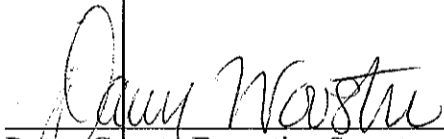
Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	118287-118301			103,616.96
10	General Fund – A/P Manual Checks	999094			40.00
11	LEPC	2250			309.12
16	911 Wireless	2376-2377			792.00

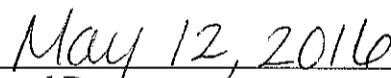
~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEXT MEETING: May 12, 2016

ADJOURNMENT Commissioner Kefover moved to adjourn. Commissioner Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Prepared by Dawn Wooster


Potter County Executive Secretary


Approval Date