

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

MARCH 3, 2016

CALL TO ORDER Commissioner Morley called the meeting to order at 11:08 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 – February 18, 2016 ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEW BUSINESS

Will Hunt, GIS/Planning Director, demonstrated the map gallery he created for the county website. Interactive maps display municipality information, election poll locations, emergency incidents, flood plains and oil/gas well locations. Future maps are being developed in conjunction with the Potter County Conservation District for watershed and dirt and gravel road locations. The Board of Commissioners recognized Mr. Hunt for his recent appointment to the state Geospatial Coordinators Board.

Resolution #2 of 2016 – Request from the County Commissioners Association of Pennsylvania (CCAP) identifying impacts of the recent budget impasse and support for Human Services funding. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CONTRACTS AND AGREEMENTS

Renewal with Pitney Bowes for postage meter rental for the Prothonotary’s office at a monthly rate of \$60.00. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Prison Services Agreement with Elk County for inmate housing at a rate of \$60.00 per inmate, per day, plus medical expenses for 2016, 2017 and 2018. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Commissioner Morley requested the approval of an addendum to the Women’s Residential Rehabilitation Center contract with Northern Tier Children’s Home to extend the term to June 30, 2016. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

▪ **CHILDREN AND YOUTH**

Tioga County Department of Human Services

Residential Treatment (per diem)
July 1, 2015 to June 30, 2016

14/15

\$209.10

15/16

\$229.19

▪ **DRUG AND ALCOHOL**

Potter County Probation

Substance Testing (SCRAM)

Per Sweat Patch Test

N/A

\$10.80

Per Overlay

N/A

\$ 1.00

Per Screen/Confirmation

N/A

\$25.00

Per Test for further testing (up to)

N/A

\$65.00

February 1, 2016 to June 30, 2016

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

TRAINING REQUESTS

--Barbara Busch – PCHS – 2016 Long-term Care Training, State College, Pa. Lodging. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

--Krista Miller – Treasurer – County Treasurers’ Spring Seminar, State College, Pa. No cost. ~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

PERSONNEL

Judge Stephen Minor notified the Commissioners of his hiring of Rea Ianson as Case Manager in the Domestic Relations Office, effective February 29, 2016. ~Action~ Comm. Heibel moved to accept. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Treasurer Krista Miller notified the Commissioners of her hiring of Kyla Snyder as part-time Secretary/Clerk in the Treasurer’s Office, effective March 1, 2016. ~Action~ Comm. Kefover moved to accept. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

Sheriff/Warden Glenn Drake notified the Commissioners of his hiring of Nicholas Bowman as a part-time Corrections Officer at the Potter County Jail, effective February 29, 2016. ~Action~ Comm. Heibel moved to accept. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Sheriff/Warden Glenn Drake notified the Commissioners of his hiring of Kenneth Gamet III as a part-time Corrections Officer at the Potter County Jail, retro effective February 29, 2016. ~Action~ Comm. Kefover moved to accept. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

Retirement notice from Mark Benson, PCHS Coordinated Services director, effective Feb. 26, 2016. ~Action~ Comm. Heibel moved to accept. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Request by Potter County Area Agency on Aging to increase the stipend to the Senior Centers from \$10.00 to \$15.00 per diem and allot an additional six hours per quarter for Senior Center Operators to devote to fundraising. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

CHIEF CLERK REPORT

Received application for 2016 Liquid Fuel tax funds from Ulysses Township, \$2,832.63. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS’ REPORTS

Commissioner Kefover discussed a proposed new federal grant program for volunteer firefighter recruitment and retention. She also mentioned a program through which residential smoke detector batteries would be replaced by firefighters, fire prevention assessments conducted, and escape routes identified at a cost of \$50.

Commissioner Heibel provided an update on Natural Gas Task Force initiatives and other issues that will be discussed at the CCAP conference next week.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS - Check #444	1,650.74
PAYROLL AUTOMATIC DEPOSITS	48,430.61
PAYROLL CHRISTMAS CLUB DEPOSITS	1,403.00
PAYROLL TAX TRANSFERS (EFTPS)	18,986.09
STATE TAX WITHHOLDINGS (ETIDES)	2,362.99
PASCDU	
ACCOUNTS PAYABLE CHECKS – Check #53286-53405 3/3	210,223.98
Benefits transfer	
Total Checks Written	283,057.41

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

Potter County Courthouse Special Run – 2/26/2016

<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	General Fund	117780			5,000.00

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

Potter County Courthouse Fiscal Summary – 3/04/2016

<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	83889-83892			2,056.92
10	Payroll-Direct Deposit	9019120-9019211			78,290.18
10	General Fund - Accounts Payable	117781-117888			207,357.30
10	General Fund – A/P Manual Checks	903041621-903041625; 999092			116,494.59
11	LEPC	2231-2232			904.79
16	911 Wireless	2348-2352			4,973.16
18	Automation Fund (Civil)	117889			286.19
34	V.O.J.O.	117890			610.05
35	Victim Services	117891-117893			1,031.53
38	Divorce Fund	117894			799.01

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

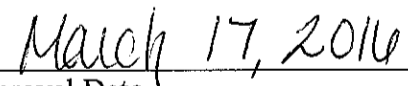
NEXT MEETING: March 17, 2016

ADJOURNMENT

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

Prepared by Dawn Wooster


 Potter County Executive Secretary


 Approval Date



*Established
1804*

County of Potter Board of Commissioners

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Douglas C. Morley, Chairman
Paul W. Heimel
Susan S. Kefover
Commissioners

Kathleen H. Majot
Chief Clerk
Thomas R. Shaffer
Solicitor

RESOLUTION #2 OF 2016

Potter County, Pennsylvania

A Resolution of the County of Potter, Commonwealth of Pennsylvania, urging the General Assembly and Administration to restore funding for human services programs to historic levels, and to put mechanisms in place to assure any future budget impasse or budget delay does not become a burden on Potter County and its constituents.

WHEREAS, counties are at the forefront for delivery of crucial human services that protect the most vulnerable individuals, such as child welfare and protective, mental health, intellectual disabilities, substance abuse treatment, homeless assistance, meal programs, lottery funded transportation, and others; and

WHEREAS, the capacity to meet critical service needs has been compromised by a steady decrease in state funding over the past decade, especially the drastic ten percent aggregate cut to the seven human services line items in FY 2012-2013; and

WHEREAS, the Human Services Block Grant has provided much-needed flexibility for the 30 counties eligible to participate, but remains closed to the 37 remaining counties; and

WHEREAS, new mandates and additional program requirements continue to be placed on counties in the face of decreasing state funds; and

WHEREAS, while the rebalancing initiative for child welfare services is portrayed as only an accounting change, the initiative shifts a full quarter of funds for mandated child protective services into the following budget year with no more than a promise of being made whole; and

WHEREAS, as a result of the six-month budget impasse in FY 2015-2016, counties and the providers with whom they contract were forced to make difficult decisions about remaining open and meeting clients' needs while state payments were withheld; and

WHEREAS, many counties tapped reserves, borrowed funds, reduced or suspended payments to vendors or subcontractors, limited staff travel, laid off or reduced hours of employees, among other strategies, to maintain their focus on service delivery and assure that clients felt no harm; and

WHEREAS, in order to continue providing services during the budget impasse, Potter County was forced to borrow money, reduced employee travel to local meetings only, unable to permit staff to attend trainings, rationed supplies, did not pay providers other than local businesses, a hiring freeze was instituted, and management had all travel vouchers held; and

WHEREAS, Potter County has estimated lost revenue of approximately \$5,565.26 due to owed interest on borrowing during the impasse; now therefore be it

RESOLVED, that Potter County remains committed to the important role we play in delivery of services to our communities; and

RESOLVED, that Potter County stands ready to work in partnership with the County Commissioners Association of Pennsylvania in support of counties' top priority for 2016, the commonwealth budget and human services funding; and

RESOLVED, that Potter County supports restoration of funding of the ten percent reductions to the seven key human services line items that occurred in FY 2012-2013, as without restoration to prior funding levels, all counties find it difficult to serve the state's most needy citizens; and

RESOLVED, that Potter County opposes "rebalancing" initiatives for child welfare services that will force counties to reduce funding by a quarter, reduce payments to providers, shorten contract periods, or use county property tax funds to cover the state's obligation until a future budget makes a true allocation; and

RESOLVED, that Potter County asks that state leaders continue to work with them to find ways to administer human services programs in a way that ensures both quality and efficiency, including expansion of the Human Services Block Grant to any willing and able county; and

RESOLVED, that Potter County will work in concert with the County Commissioners Association of Pennsylvania and state leaders to develop comprehensive solutions for any

further budget impasse or delay to ensure that counties are never again put in a situation where they are forced to cover the state's funding obligations; and

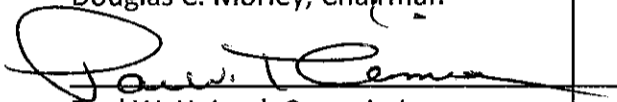
BE IT FURTHER RESOLVED, that a copy of this resolution be sent to the Potter County legislative delegation, to Governor Wolf, and to the County Commissioners Association of Pennsylvania.

DULY ADOPTED by the Board of Commissioners of the County of Potter, the Commonwealth of Pennsylvania, this 3rd day of March, 2016.

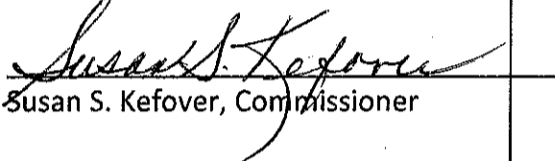
POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman

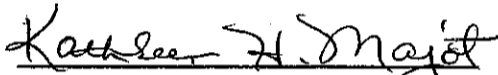


Paul W. Heimel, Commissioner



Susan S. Keffer, Commissioner

Attest:


Kathleen H. Majot, Chief Clerk