

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

APRIL 13, 2017

CALL TO ORDER Commissioner Morley called the meeting to order at 11:03 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 – March 30, 2017 ~Action~ Comm. Kefover moved to approve as amended. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Proclamation of National Library Week, April 9-15, 2017. Teri McDowell, director of the Coudersport Public Library, thanked the Board of Commissioners for their continued support of Potter County's libraries. She discussed the expanded services that local libraries provide, far beyond book circulation. ~Action~ Comm. Kefover proclaimed National Library Week, April 9-15, 2017. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CONTRACTS AND AGREEMENTS

Memo of understanding between Potter County and Northern Tier Children's Home Residential Services Inc. to transfer responsibility for day-to-day management and overall operation of the Women's Residential Recovery Center, April 4, 2017 through June 30, 2018. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Service agreement with Northern Tier Children's Home Residential Services Inc. for residential treatment (court-ordered) at the Women's Residential Recovery Center at a cost of \$70 per day, per resident, Jan. 1, 2017 through Dec. 31, 2017. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Agreement with KOS Inc. for maintenance on the copier in the Potter County Treasurer's office, \$342 per year, April 17, 2017 to April 17, 2018. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

TRAINING REQUESTS

--Will Hunt & Charlie Tuttle – GIS/Planning – 2017 Pa GIS Conference, State College, Pa. Registration and lodging. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Glenn Dunn & Dean Predmore – DES – PEMA In-Service Training, Harrisburg, Pa. Lodging meals and mileage. (1 night of lodging covered by PEMA)

--Glenn Dunn – DES – National Homeland Security Conference, Buffalo, NY. Registration, lodging and meals. (NCTF will reimburse LEPC expenses.) ~Action~ Comm. Heimel moved to approve both trainings. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Angela Milford – Jail – How to Effectively Manage My Time, Lewisburg, Pa. Mileage and meals. - Building a County Culture of Success, Lewisburg, Pa. Mileage and meals. - Prison Risk Management Workshop, Hershey, Pa. Mileage and meals. ~Action~ Comm. Heimel moved to approve all trainings. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Kevin & Patricia Dusenbury – Coroner, Deputy Coroner – Law Enforcement Seminar, Johnstown, Pa. Registration, lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--William Simpson – Veterans Affairs – 2017 PSACDVA Conference, Lancaster, Pa. Lodging and mileage. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Status change of Potter County Jail Corrections Officer Allen Hathaway from full-time to part-time status; effective April 4, 2017. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Retirement notice received from Deputy Sheriff James R. Collins, effective April 28, 2017. ~Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CHIEF CLERK REPORT

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioners Kefover recently attended a regional network meeting of the Pennsylvania Downtown Center in Mansfield. Several communities in Tioga and Potter counties were represented. Resources and ideas were shared on strengthening local communities.

Commissioner Heimel noted that the Potter County Criminal Justice Advisory Board will be holding a public meeting April 13 at 2 pm. Among discussion topics are pre-trial diversion programs and the national Stepping Up Initiative. Both are ongoing, complex criminal justice options proven through other jurisdictions to have successful results if properly implemented.

The kickoff of the Potter County Veterans Gravestone Restoration Project will be Saturday, May 13, at the Eulalia Cemetery, with an opening veterans memorial ceremony at 9 am. Through resources and instructions from the noted "Good Cemeterian," Andrew Lumish, the Potter County Veterans Committee had initiated this pilot project with the Eulalia Cemetery Board.

Commissioner Morley reported that final interviews for the presidential search of the Rural Regional College will be held May 1.

Commissioner Morley provided an update on the merger of the Potter and Tioga counties' tourist promotion agencies. Based on the passage of resolutions by municipalities representing more than 50 percent of the county's population, the Commissioners are authorized to proceed with the required ordinance to approve the merger, effective July 1, 2017. The pending Tioga/Potter organization is planning a tourist promotion workshop to share details and accept input on the merger in two sessions on May 8 at the Pennsylvania Lumber Museum. Potter County Visitors Assn. will become an events organizer and sponsor upon the completion of the merger.

On a related note, the commissioners indicated their intent to publish public notices on the proposal to increase the county's room tax (overnight stays at commercial lodging facilities) from the current 3 percent to 5 percent, as part of the funding arrangement for the new Potter/Tioga tourist promotion agency. Tioga County will be following a similar process.

Commissioner Morley reported that the Early Childhood Expo on April 8 was successful in bringing families to learn about early childhood interactions and activities. Commissioner Morley thanked Mansfield University students in the elementary and special education departments for their participation. Discussion ensued on the importance of education and Mansfield University's presence in the region.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS - Check #487	1,747.00
PAYROLL AUTOMATIC DEPOSITS	49,323.49
PAYROLL CHRISTMAS CLUB DEPOSITS	1,223.00
PAYROLL TAX TRANSFERS (EFTPS)	18,806.36
STATE TAX WITHHOLDINGS (ETIDES)	2,370.59
ACCOUNTS PAYABLE CHECKS -- Check #56464-56577 4/12	215,449.17
Total Checks Written	288,919.61

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

Potter County Courthouse Special Run – 4/07/2017

<i>Fund</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
62	CDBG	121273			4,464.38

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

Potter County Courthouse Fiscal Summary – 4/14/2017

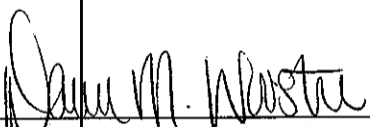
<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll-Checks	84059-84063			2,861.77
10	Payroll-Direct Deposit	9022182-9022304			102,145.20
10	General Fund - Accounts Payable	121274-121385			156,614.52
10	General Fund – A/P Manual Checks	904141736-904141740			149,067.46
11	LEPC	2342-2345			240.13
16	911 Fund	2524-2527			5,336.78
18	Automation Fund (Civil)	121386-121387			2,554.46
34	V.O.J.O.	121388			610.05
35	Victim Services	121389			610.05

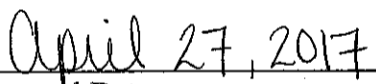
~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEXT MEETING: April 27, 2017

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**

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

County of Potter Board of Commissioners

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Kathleen H. Majot
Chief Clerk

Thomas R. Shaffer
Solicitor

PROCLAMATION

National Library Week

April 9 – 15, 2017

WHEREAS, Pennsylvania libraries are not just about what we have for people, but what we do for and with people;

WHEREAS, Pennsylvania libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better their communities, campuses and schools;

WHEREAS, Pennsylvania librarians are organizers and information experts who for centuries have guided people to the best information resources. Librarians provide more than facts. They provide the expertise and services that add meaning to those facts;

WHEREAS, Pennsylvania librarians continue to fulfill their role in leveling the playing field for all who seek information and access to technologies, especially as our society is at a critical juncture regarding the changing information landscape and the skills needed to thrive in our digital world.

WHEREAS, Pennsylvania libraries and librarians are looking beyond their traditional roles and providing more opportunities for community engagement and delivering new services that connect closely with a community and its needs;

Caslo & Hart EPN 1130

WHEREAS, the Pennsylvania Library Association's PA Forward initiative provides a collective voice for libraries throughout the Commonwealth to tell their stories and build capacity for the work they do with and for patrons, fueling growth and opportunity in their local areas.

WHEREAS, Pennsylvania libraries and librarians open a world of possibilities through innovative STEAM programming, Makerspaces, job-seeking resources, workforce development, and the power of reading and lifelong education;

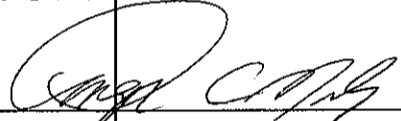
WHEREAS, Pennsylvania libraries support democracy and effect social change through their commitment to provide equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status;

WHEREAS, Pennsylvania libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW THEREFORE, the Commissioners of Potter County, Pennsylvania do hereby proclaim *National Library Week, April 9-15, 2017*. We encourage all residents to visit the library this week and explore what's new at your library, and engage with your local librarians. Because of you and our experts in the library, libraries help move Pennsylvania Forward!

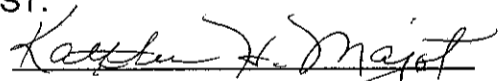
Given under our hands this 13th day of April, 2017.

POTTER COUNTY COMMISSIONERS

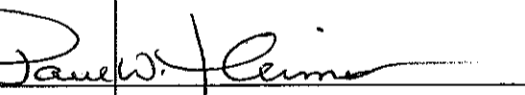


Douglas C. Morley, Chairman

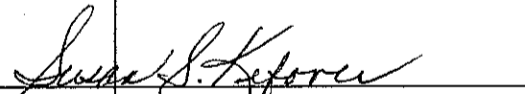
ATTEST:



Kathleen H. Majot, Chief Clerk



Paul W. Heimel, Commissioner



Susan S. Kefover, Commissioner