

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

JUNE 22, 2017

CALL TO ORDER Commissioner Morley called the meeting to order at 11:02 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 – June 8, 2017 ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Bid received from Wayne Gravel Products Inc. for the Gunzburger Building blacktop project. Proposal for asphalt paving of three lots for the sum of \$52,850. ~Action~ Comm. Kefover moved to accept the proposal from Wayne Gravel Products. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Review of bids received for the Oswayo Valley Senior Center carpeting and appliances from Potter County Human Services. Costs total \$22,095, paid by \$20,327 state grant and \$1,768 from Senior Center funds. ~Action~ Comm. Heimel moved to accept bids as proposed. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Agreement renewal with Alcohol & Drug Abuse Services, Inc. for consultation hours for DUI/Drug Court, July 1, 2017 through June 30, 2019. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

■ COORDINATED SERVICES

William Trimbur

Transportation  
7/1/17 to 6/30/18

16/17

\$1.75/loaded mile

17/18

No Change

■ CHILDREN AND YOUTH

Pentz Run Youth Services, Inc.

Residential Care for Dependent/Delinquent Youth

Group/Shelter

\$145.00

\$147.90 per diem

Transitional Living

\$111.13

\$113.35

Out of Area Transportation

.55 per mile

Fee for Service Per Event

\$ 73.95

7/1/17 to 6/30/18

Concern

Foster Care for Dependent/Delinquent Youth

Intensive Foster Care, Ages 0-11

\$85.98 per diem

Intensive Foster Care, Ages 12+

\$94.68

Foster Care

\$39.68-91.45

\$94.68

Intermediate Foster Care, Ages 0-11

\$68.22

Intermediate Foster Care, Ages 12+

\$76.96

Transitional Foster Care

\$40.08

Medical Foster Care, varying levels

\$34.79-83.04

Level I

\$85.97

Level II

\$74.97

Level III

\$54.02

Level IV

\$36.02

7/1/17 to 6/30/18

Central Counties Youth Center 7/1/17 to 6/30/18

Detention Services for Delinquent Youth	\$250.00/per diem	\$260.00/per diem
Travel		.90 per mile
Staff time for court delays		\$ 20.00/per hour
(Added costs include transportation, Health Care & Court costs)		

Bethesda Children's Home 7/1/17 to 6/30/18

Residential Treatment for Dependent/Delinquent Youth		
Group Home	\$161.44	No Change
Shelter	\$181.15	No Change
Other Special Units	\$137.46-\$299.64	No Change

**■ DRUG AND ALCOHOL**

Bradford Recovery Center 7/1/17 to 6/30/17

Facility #597030		
Inpatient Non-Hospital Treatment (Short-Term)	\$228.00/day Adults	No Change
Non-Hospital Detox	\$330.00/day Adults	No Change

Guadenzia. Erie, Inc. 7/1/17 to 6/30/17

Halfway House – Adult Female Only	\$102.00 per day	No Change
Halfway House – Adult Male Only	\$102.00 per day	No Change

Gaudenzia Erie, Inc. 1/1/17 to 6/30/18

Non-Hospital Detox – Adult	\$318.00 per day	No Change
Short Term (-42 days) – Adult	\$183.00 per day	No Change
Short Term (-42 days) – Adult Co-occurring	\$290.00 per day	No Change
Long Term (90+ days) – Adult	\$133.00 per day	No Change
Long Term (90+ days) – Women with Children	\$244.00 per day	No Change
Halfway House – Women with Children	\$142.00 per day	No Change

Harbor Counseling 7/1/17 to 6/30/17

Partial Hospitalization – Adults/Adolescent	\$160.00/day	No Change
Outpatient Treatment – Individual	\$100.00/hour	No Change
Outpatient Treatment – Group	\$45.00/hour	No Change
Intensive Outpatient Adult/Adolescent	\$140.00/day	No Change

Gaudenzia Harrisburg ; Kindred House Facility #157039 7/1/17 to 6/30/18

Long Term Women with Children	\$253.00 per day	No Change
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Alcohol and Drug Abuse Services, Inc. 7/1/17 to 6/30/18

Inpatient non-Hospital Treatment Short Term and Long Term		
Inpatient non-Hospital Short Term	\$170.00/day	\$202.00/day
Inpatient Non-Hospital Long Term	N/A	\$199.00/day
Assessments	\$80.00/unit	No Change
Outpatient Counseling	\$95.00/hour	No Change
Group Counseling	\$47.50/hour	No Change
Intensive Outpatient Counseling	\$135.00/hour	No Change
Prevention Services	\$78.00/hour	\$80.00/hour
Case Coordination	\$20.00/15 minutes	No Change
Intervention/Student Assistance	\$78.00/hour	No Change

Alcohol and Drug Abuse Services

Recovery Support Services	\$22,000.00	No Change
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Esper Center

Daily dose of methadone/counseling	\$ 92.00	No Change
Annual physical	\$100.00	No Change
Annual blood work	\$ 50.00	No Change

**■ MENTAL HEALTH**

Dawn Dovensky

Act 143 Designee Agreement – Independent Contractor		
Monday through Thursday	\$70.00	No Change
Friday	\$100.00	No Change

Saturday & Sunday	\$140.00	No Change
Holiday	\$140.00	No Change

7/1/17 to 6/30/18

Penn Highlands Elk and Warren General Hospital

Short-term inpatient hospital stay

Authorized/Approved Medical Assistance Rate

7/1/17 to 6/30/18

**■ POTTER COUNTY HUMAN SERVICES**

Karpinski's Office Systems 7/1/17 to 6/30/18

Maintenance for Copiers

Per copy per machine	\$ .011	No Change
IR13300	\$ .014	No Change
IRC2230 per copy black	\$ .009	No Change
per copy color	\$ .07	No Change

(Includes parts, toner, labor only for all machines)

Karpinski's Office Systems

Maintenance for typewriters,  
fax machines, printers

\$54.00 No Change

7/1/17 to 6/30/18

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

**TRAINING REQUESTS**

--Colleen Wilber – PCHS – PACDAA Membership Meeting, State College, Pa. Registration and lodging ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Michele Gledhill, Pauline Kleintop & Jeanette Stuckey – Auditors – Annual Convention, Meadville, Pa. Registration, lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**PERSONNEL**

Resignation of Sandra Cirko as the full-time Jail Secretary, effective June 23, 2017. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Resignation of Cristol B. Goodrich, full-time Probation Sec./Clerk II, effective June 28, 2017. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

District Attorney Andy Watson has hired Cameron Kockler for a 10-week paid internship beginning June 13, 2017. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Promotion of Chesney Mulaski from County Caseworker 1 to County Caseworker 2, Coordinated Services, PCHS, effective June 26, 2017. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Hire of Patricia Young as a County Caseworker 1, Coordinated Services, PCHS, effective June 26, 2017. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

**CHIEF CLERK REPORT**

Received application for 2017 Liquid Fuel tax funds from Oswayo Township, \$1,958.92. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

**COMMISSIONERS' REPORTS**

Commissioner Kefover provided updates and announcements: AmeriCorps/NCCC team has been working on projects in Austin and Ulysses; visit to Potter County by Pa. Lt. Gov. Mike Stack with an emphasis on veterans' issues; upcoming meeting of the Main Street Marketing Committee; invitation to all county commissioners in Pennsylvania to a White House meeting with federal program administrators; and the transfer of duties from the community development circuit rider, John Bry, to Community Development Director Jennifer Rossman.

Commissioner Heimel presented an update on the revitalization of the Potter County Natural Gas Resource Center. The NGRC Advisory Board was reorganized, a new website has been launched, and an edition of the Shale Gas Roundup newsletter will soon be published.

Commissioner Morley announced an open house on the new Visit Potter/Tioga tourist promotion agency will be held on July 29. He also presented information on the Rural Regional College. A president has been hired and plans are falling into place in areas such as curriculum, staffing, and satellite locations across the region where classes will be held, including the Potter County Education Center on Water Street.

**BILLS**

**Potter County Human Services Fiscal Summary**

PAYROLL CHECKS - Check #493-494	1,907.63
PAYROLL AUTOMATIC DEPOSITS	45,210.78
PAYROLL CHRISTMAS CLUB DEPOSITS	1,065.00
PAYROLL TAX TRANSFERS (EFTPS)	17,908.29
STATE TAX WITHHOLDINGS (ETIDES)	2,196.00
ACCOUNTS PAYABLE CHECKS – Check #57004-57125 6/22	165,811.44
<b>Total Checks Written</b>	<b>234,099.14</b>

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

**Potter County Courthouse Additional Checks – 6/09/2017**

<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	General Fund - Accounts Payable	121997			68.55
35	Victim Services/RASA	121998			497.00

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

**Potter County Courthouse Special Run – 6/16/2017**

<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	General Fund	121999			75.00

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

**Potter County Courthouse Fiscal Summary – 6/23/2017**

<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	84079-84091			3,833.18
10	Payroll-Direct Deposit	9022737-9022854			89,878.70

10	General Fund - Accounts Payable	122000-122095	121842	233.80	152,183.77
0	General Fund - A/P Manual Checks	906231761- 906231765			134,074.15
1	LEPC	2361			105.40
5	North Fork Dam	122096			22.00
16	911 Fund	2547-2554			5,487.45
17	Saulter Preserve	122097-122098			74.69
18	Automation Fund (Civil)	122099			2,144.09
20	Supervision Fund	122100-122101			1,535.00
28	Domestic Relations IV-D	745			270.00
34	V.O.J.O.	122102			610.05
35	Victim Services	122103-122105			906.13
55	PHARE Grant	122106			13,125.00
61	Wellness Initiative	122107			121.19

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

**Potter County Courthouse First of the Month-- 7/03/2017**

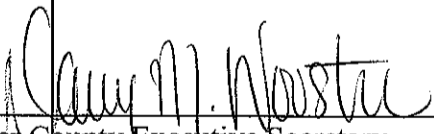
<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund - Accounts Payable	122108-122119			114,395.13
10	General Fund - A/P Manual Checks	999108			40.00
11	LEPC	2362			309.12
16	911	2555-2556			792.00

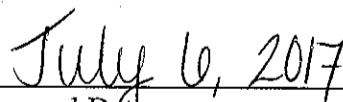
~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**NEXT MEETING:** July 6, 2017

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

Prepared by Dawn Wooster

  
Potter County Executive Secretary

  
Approval Date