

Casto & Harris EPN11130

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

AUGUST 3, 2017

CALL TO ORDER Commissioner Morley called the meeting to order at 11:13 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

MINUTES – July 20, 2017 ~Action~ Comm. Kefover moved to approve. Comm. Morley seconded. Kefover yes; Morley yes; Heimel abstain due to absence.

NEW BUSINESS

Appointment of Bart Ianson to the Potter County Farmland Preservation Board of Directors as a Contractor Board Member to fill a vacancy. Term will run for an initial year, followed by a 3 year term. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Rental agreement renewal with Seneca Highlands Intermediate Unit Nine for the rental of Suites 216, 218 and 220 in the Gunzburger Building for the use of classrooms Child/Adolescent Intensive Outpatient services. Term of Aug. 24, 2017 to Aug. 23 2018, no change in cost, \$10,800.00. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Service contract renewals with Casella Waste Systems for trash/recycling removal for a 3 year term: Potter County Commissioners, \$367.20 per month; Potter County Human Services, \$345.00 per month. No increase in cost from previous year. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

16/17

17/18

■ CHILDREN AND YOUTH (7/1/17 to 6/30/18)

Leon Kaple, IL Coordinator

Provides IL services to Youth Ages 14-21  
PCHS mileage rate

\$31,000 per yr.

No Change  
.535 per mile

■ MENTAL HEALTH (7/1/17 to 6/30/18)

Concern

Mental Health After Hours Telephonic  
Crisis/Emergency Services

\$9,600 per yr.

No Change  
plus \$100.00 per Individual who do not have  
CCBH or if their insurance does not cover  
the cost.

Dickinson, Center, Inc.

Mental Health Drop In Center Services

\$61,423.00

\$67,233.00

■ DRUG & ALCOHOL (7/1/17 to 6/30/18)

Cove Forge

Residential Short Term

\$183.00

\$186.00

Detox

\$201.00

\$234.00

Residential short Term Co-Occurring

\$254.00

\$262.00

Halfway House

\$ 88.00

\$ 94.00

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

TRAINING REQUESTS

PERSONNEL

CHIEF CLERK REPORT

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

**COMMISSIONERS' REPORTS**

Commissioner Kefover provided an update on recent Teen Challenge changes. Now referred to as Adult and Teen Challenge USA, it has expanded its services to offer three programs: detox center, 30-day treatment and long stay residential. Treatment is covered under some insurance plans and is a resource for residents seeking additional help from addiction.

Commissioner Heimel stated that the Veterans Gravestone Restoration project gathered much attention at the recent National Association of Counties conference. Attended by many county officials throughout the nation, the project is already beginning to grow and spread to other counties. Bradford County has already communicated with the Veterans Service Committee on details to start a program. Commissioner Heimel will be a representative for the Rural Action Caucus which lobbies for legislation for unique adversities to rural regions. Efforts continue on criminal justice reforms through participation on several committees.

**BILLS**

**Potter County Human Services Fiscal Summary**

PAYROLL CHECKS - Check #500-502	3,004.45
PAYROLL AUTOMATIC DEPOSITS	46,188.32
PAYROLL CHRISTMAS CLUB DEPOSITS	1,130.00
PAYROLL TAX TRANSFERS (EFTPS)	18,427.89
STATE TAX WITHHOLDINGS (ETIDES)	2,279.06
ACCOUNTS PAYABLE CHECKS – Check #57342-57444 8/04	99,584.53
<b>Total Checks Written</b>	<b>170,614.25</b>

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

**Potter County Courthouse Special Run – 7/24/2017**

<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	122341			27,900.00

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

**Potter County Courthouse Fiscal Summary – 8/04/2017**

<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	84115-84123			4,323.80
10	Payroll-Direct Deposit	9023081-9023178			83,065.68
10	General Fund - Accounts Payable	122342-122436;124445	122367;122389	4,195.41	189,647.35
10	General Fund – A/P Manual Checks	908041776-908041780			125,662.40
11	LEPC	2372-2373			11,647.26
14	Liquid Fuels	1368-1370			8,664.41
16	911 Fund	2567-2569			8,310.82
18	Automation Fund (Civil)	124437			890.00
28	Domestic Relations IV-D	747			360.00
34	V.O.J.O.	124438			610.05
35	Victim Services	124439-124440			1,126.99

7	Triple Divide Water Monitoring	124441			71,370.50
8	Divorce Fund	124442			22,707.95
61	Employee Wellness Initiative	124443			19.08
65	Gas Well-Highway Bridge Imprmt	124444			40,000.00

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

**NEXT MEETING:** August 17, 2017

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

Prepared by Dawn Wooster

Dawn M. Wooster  
Potter County Executive Secretary

August 17, 2017  
Approval Date