

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

AUGUST 31, 2017

Casto & Harris EPN11130

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

MINUTES – August 17, 2017 ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Request received from Sweden Township Police for the donation of the 2011 Ford Police Interceptor currently previously used by the Probation Department to Sweden Township. The commissioners said the vehicle has limited value.

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

CONTRACTS AND AGREEMENTS

Agreement between Potter County Dept. of Emergency Services and T-Mobile Northeast LLC for the lease of property/tower for the use and operation of wireless communications. Five-year term with monthly rent of \$2,200.00. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Agreement with IRM Services HAZMAT Team for hazardous material response coverage. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Review of UGI Energy proposals for natural gas lock-in pricing of \$2.87 per dth and electrical service lock-in pricing for 12 months at \$0.05897 per kwh. ~Action~ Comm. Heimel moved to approve and lock-in current rates. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes. (After updated information received from UGI, action taken to modify approval of the electrical service pricing from 12 months to 24 months at a rate of \$0.05782 per kwh.) ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

16/17

17/18

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

Mary Freeman

Parent Education/PAP

\$20.00/hr.

No Change
.535/per mile

Penn State University (7/1/17 to 6/30/19)

Providing Prosper Program - Strengthening Families

(Total amt for previous years approx.. same cost)

7/1/16-Present

\$11,250

July 1, 2018

3,750

Total

\$15,000

■ **COORDINATED SERVICES (7/1/17 to 6/30/18)**

Emergency Transportation/C&Y Services

N/A

\$2.15 per loaded mile

■ **MENTAL HEALTH (7/1/17 to 6/30/18)**

(MH Medication Management Services (skilled nursing))

N/A

\$39.00 per ¼ hour

Northern Tier Children's Home Inc.

Emergency Shelter/Strengthening Families

\$30.00/night

No Change

\$150.00/week

No Change

\$500.00/month

No Change

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

TRAINING REQUESTS

--Jennifer Rossman – Community Development – CDBG: Tools for Compliance, Lewisburg. Registration, lodging, meals and mileage. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.
--Nila Gerner – PCHS – Keys: Avoiding Employment Related Lawsuits, Lewisburg, Pa. Lodging. Excellent Supervisor Seminar, State College. Lodging. Having the Conversations that Stand in Our Way, State College, Pa. No Cost. ~Action~ Comm. Kefover moved to approve the three requests. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.
--Kimberly Kio – DJ Shinglehouse Office – 2017 MDJS Workshop, Wellsboro. Mileage. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.
--Barb Kiel – PCHS – Pa. Senior Center Conference, State College. Registration and lodging. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.
--Susanne Boucher – PCHS – PS/Guardianship, Harrisburg. Lodging, mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.
--Glenn Dunn – DES/EMA – Governor’s Emergency Preparedness Summit/Conference, Hershey. Registration, lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.
--Julie Logue – 911 – Pa. NENA Keystone State Chapter Annual Conference, State College, Pa. Registration, lodging, mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Prothonotary Kathy Schroeder notified the board she has hired Judith Meyers as part-time support clerk in the Prothonotary/Clerk of Courts office, effective Aug. 23, 2017. ~Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Resignation notice from Kyle Strawderman, part-time corrections officer at the Potter County Jail effective Sept. 6, 2017. ~Action~ Comm. Kefover moved to accept. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Treasurer Krista Miller notified the board she has hired Judith Lacher as part-time secretary/clerk II in the Treasurer Office, effective Aug. 30, 2017. ~Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CHIEF CLERK REPORT

Received applications for the 2017 Liquid Fuel tax funds from Coudersport Borough, \$5,528.13. ~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 a report from the Main Street Marketing Committee meeting. Business owners were invited to attend and learn about the benefits of membership to the Potter-Tioga Visitors Bureau through a presentation by Lori Copp. New ideas were mentioned on launching a writing competition to entice new businesses and to begin outreach on the potential of an Eliot Ness festival. Later this month, the committee will again be staging the empty storefronts along Main Street and façade improvements continue as businesses are taking advantage of the contributions from Northwest Savings Bank and Juniata Valley Bank for façade upgrades.

Commissioner Heimel discussed a meeting the board and community leaders held with State Representative Martin Causer for discussion of the potential impact on county taxpayers by some of the proposed cuts in the underfunded 2017-18 state budget.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS - Check #506-507	2,442.40
PAYROLL AUTOMATIC DEPOSITS	47,558.47
PAYROLL CHRISTMAS CLUB DEPOSITS	1,130.00
PAYROLL TAX TRANSFERS (EFTPS)	18,845.73
STATE TAX WITHHOLDINGS (ETIDES)	2,328.26
ACCOUNTS PAYABLE CHECKS – Check #57581-57700 8/31	104,295.32

Total Checks Written 176,600.18

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

Potter County Courthouse Special Run – 8/18/2017

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund	124559	124548	85.00	65.00

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

Potter County Courthouse Special Run – 8/21/2017

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG	124560			9,040.00

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

Potter County Courthouse Fiscal Summary – 9/01/2017

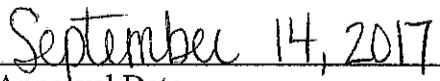
Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Checks	84133-84137			2,489.33
10	Payroll-Direct Deposit	9023291-9023389			82,856.12
10	General Fund - Accounts Payable	124561-124660	124494	35.00	237,839.81
10	General Fund – A/P Manual Checks	909011786-909011790;999110			122,885.28
11	LEPC	2381			309.12
16	911 Fund	2576-2583			7,950.30
28	Domestic Relations IV-D	749-752			499.03
34	V.O.J.O.	124661			610.05
35	Victim Services	124662			1,117.55
59	P.C. Victim Impact Panel	124663			46.00
64	Gas Well Impact	124664			5,029.15

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

NEXT MEETING: September 14, 2017

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


Potter County Executive Secretary

Prepared by Dawn Wooster

Approval Date