

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

APRIL 26, 2018

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

Citizen Lonnie Jo Hynds provided her concerns on the fracking industry's appearance in Potter County. Ms. Hynds commented that communities are beginning to lose faith in representatives and honesty is lost in the way information is being presented. She stated that community representatives should explore other opportunities, such as Clean and Green.

Citizen Georganne DeCarlo also provided fracking concerns. Ms. DeCarlo expressed concern that DEP's regulations allow fracking industry's to be under scrutinized compared to other areas of industry. She commented on the resurrection of the Natural Gas Resource Center and the information it is able to provide is helpful. On a separate matter, Ms. DeCarlo expressed concern on Commissioner Kefover's appearance and statements at a recent Coudersport Borough Council meeting on the movement of the Arboretum.

MINUTES – April 12, 2018 *~Action~* Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Proclamation of Senior Corp Week, April 29 – May 5, 2018. Steve Weeks, Senior Corps Program Director, spoke on the tremendous effort that senior volunteers are bringing to area citizens and organizations in Potter County. Habitat for Humanity, A Way Out and other organizations are benefitting from Senior Corps.

Proclamation of May 2018 as Motorcycle Safety and Awareness Month. God's Country A.B.A.T.E. members in attendance spoke on the initiatives they are working on to continue promoting motorcycle safety and awareness in Potter County and surrounding areas.

Resolution #1 of 2018 – Reestablishment of Shinglehouse Borough Voting District location. *~Action~* Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Resolution #2 of 2018 – Appointment of Todd Brown as Tax Auctioneer for calendar year 2018. *~Action~* Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Reappointments to the Potter County Farmland Preservation Board: Leroy White, Sara Gilliland, Eugene Supplee, Bart Ianson and Jim Lane for the terms January 2018 to January 2021. *~Action~* Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Appointment of Sara Gilliland as Chairman of the Potter County Farmland Preservation Board for 2018. *~Action~* Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Motion to authorize the Commissioners to enter into a settlement agreement to end the Potter County litigation filed at 2017 CV No. 331, involving Potter County, the Potter County Board of Assessment Appeals, the Potter County Redevelopment Authority, Coudersport Borough and the Coudersport School District regarding the valuation of the Operations Building currently owned by the Authority on Main Street in Coudersport. *~Action~* Comm. Kefover moved to approve. Comm. Heimel seconded.

CONTRACTS AND AGREEMENTS

Service agreement with J.C. Ehrlich/Rentokil for pest prevention services at the District Magistrate office in Galeton. Initiation fee of \$495.00, then rate of \$43.00 per month. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

16/17

17/18

■ Children & Youth

Avanco International, Inc. 3/01/18 to 6/30/18

Phase 2.0 upgrade for CYS

N/A

Fixed Price \$1,888.18

CWIS Informational System

17/18

18/19

■ Mental Health

Independent Escort Contractor 4/01/18 to 6/30/18

Round Trip, portal to portal less than 4 hours

New Contract

\$ 70.00

Round Trip, portal to portal 4 up to 8 hours

\$120.00

Round Trip, portal to portal 8 hours and over

\$240.00

Independent Escort Coordinator 7/01/18 to 6/30/19

Round Trip, portal to portal less than 4 hours

\$ 70.00

No Change

Round Trip, portal to portal 4 up to 8 hours

\$120.00

No Change

Round Trip, portal to portal 8 hours and over

\$240.00

No Change

■ Aging

Aging Well PA LLC 7/01/18 to 6/30/21

Assessments

N/A

\$237.12

The AAA will be paid by Aging Well for each assessment completed.

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

TRAINING REQUESTS

--Amanda Morey, Keegan Abbott & Debbie Lincoln – PCHS – Opioid Addiction and Exposure to Infants, Bradford, Pa. Registration. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Lacey Crawford & Sharon Prentice – PCHS – CAPS New Users Training, Smethport, Pa. Mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Jennifer Rossman – Community Development – PA Route 6 2018 Educational Summit & Annual Meeting, Warren, Pa. Registration, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PERSONNEL

In-house transfer of Vicki Flewellyn from Multi-Function Clerk to the vacant position of Administrative Assistant in the Public Defender’s office, retro to April 23, 2018. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Resignation received from Colby Babcock as a part-time Corrections Officer at the Potter County Jail effective May 5, 2018. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CHIEF CLERK REPORT

Received applications for 2018 Liquid Fuel tax funds from Shinglehouse Borough, \$5,129.49 (2017 Encumbrance of \$2,461.25 and 2018 allocation of \$2,668.24), Hector Township, \$3,738.41 and Austin Borough, \$1,496.01. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS’ REPORTS

Commissioner Kefover stated that Julie Slomski, Director of Governor’s Northeast Regional Office visited to hear updates on initiatives within the area and also visited the Women’s

Recovery Center in Harrison Valley, where Ms. Slomski was instrumental in bringing Medicare to the women residents.

May 2nd Comm. Kefover will be attending Career Day at Galeton High School where she will present on the NACo "Counties Work" online game that promotes curriculum based on the roles of county government.

Commissioner Kefover commended Commissioner Morley on the work he has done to bring a regional community college to the area.

Commissioner Heimel congratulated the Potter County Conservation District for receiving the 2018 Governor's Award for Environmental Excellence Tuesday in Harrisburg. The application involved habitat improvements that will preserve water quality, maintaining a brook trout population to the area and ongoing water monitoring processes of the headwaters in Genesee. This is the 2nd environmental award that Potter County has received.

Commissioner Morley commented on the successful Early Childhood Expo that took place on April 21st. He stated it was well attended and thanked the numerous agencies and volunteers that helped make it a success.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS - Check #1220	1,855.54
PAYROLL AUTOMATIC DEPOSITS	50,636.40
PAYROLL TAX TRANSFERS (EFTPS)	17,728.86
STATE TAX WITHHOLDINGS (ETIDES)	2,349.04
ACCOUNTS PAYABLE CHECKS – Check #61575 4/02	125,466.69
Check #61576-61663 4/12	129.73
Check#61664 4/13	-
Total Checks Written	198,166.26

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

Potter County Courthouse Special Run – 4/19/2018

<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	126317		350.00	

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

Potter County Courthouse Fiscal Summary – 4/27/2018

<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	85053-85058			3,509.73
10	Payroll-Direct Deposit	9025074-9025199			98,908.27
10	General Fund - Accounts Payable	126318-126408	125968, 126225	216.57	249,880.97
10	General Fund – A/P Manual Checks	904271841-904271845			142,528.78
11	LEPC	2539-2540			559.20
15	North Fork Dam	126409			22.00
16	911 Fund	2687			310.50
17	Saulter Preserve	126410			20.00

18	Automation Fund (Civil)	126411			989.48
20	Supervision Fees	126412			949.80
22	Farmland Preservation & Rollback	126413			5,000.00
32	Specialty Courts	126414			256.21
34	V.O.J.O.	126415			610.05
35	Victim Services	126416-126417			1,207.05
38	Divorce Fund	126418			23,471.61
59	P.C. Victim Impact Panel	126419			100.00
64	Gas Well Impact – Capital Reserve	126420			1,200.00

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

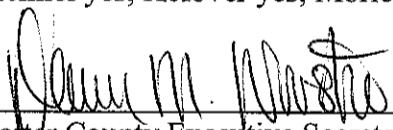
Potter County Courthouse First of the Month – 5/01/2018

<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	126421-126433			113,591.92
10	General Fund – A/P Manual Checks	999119			35.00
11	LEPC	2541			309.12
16	911 Fund	2688-2689			792.00

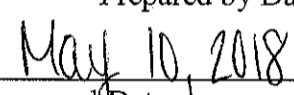
~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

NEXT MEETING: May 10, 2018

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

COUNTY OF POTTER
VOTER REGISTRATION/ELECTIONS

1 N. Main St
Suite 204
Coudersport, Pennsylvania 16915

Casio & Harris EPN11130

Commissioners

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

Director

Sandra D. Lewis
slewis@pottercountypa.net
Telephone: (814) 274-8467
Fax: (814) 274-7395

Solicitor

Thomas R. Shaffer

RESOLUTION #1 - 2018

**CHANGE IN POLLING PLACE FOR
SHINGLEHOUSE BOROUGH**

WHEREAS, the polling place for Shinglehouse Borough Voting District was located at 106 S Oswayo St, Shinglehouse, Pennsylvania; and

WHEREAS, the Shinglehouse Borough Voting District has been re-established to the location of the new Oswayo Valley Senior Center at 128 Lyons St, Shinglehouse, Pennsylvania; and

WHEREAS, the Potter County Board of Elections, has the authority to designate polling places per County Code 25 P.S.2726, Election Code.

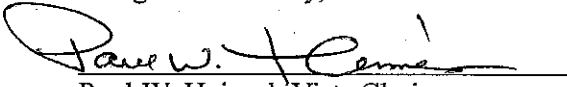
NOW THEREFORE, LET IT BE RESOLVED, THAT the Board of Potter County Commissioners, does support the re-establishment of the Shinglehouse Borough Voting District, commencing with the General Primary Election to be held on Tuesday, May 15, 2018.

DULY ADOPTED at the regular meeting of Potter County this 26 day of April, 2018.


POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman

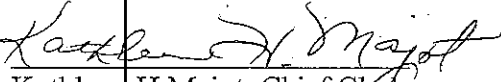


Paul W. Heimel, Vice-Chairman



Susan S. Kefover, Commissioner

ATTEST:



Kathleen H. Majot, Chief Clerk



Established
1804

County of Potter Board of Commissioners

*One North Main Street, Suite 207
Coudersport, Pennsylvania 16915
Telephone: 814-274-8290 Fax: 814-274-8284
www.pottercountypa.net*

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

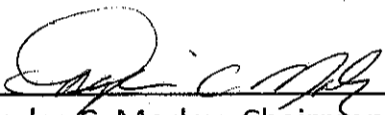
Kathleen H. Majot
Chief Clerk
Thomas R. Sha
Solicitor

RESOLUTION #2 OF 2018 *Potter County, Pennsylvania*

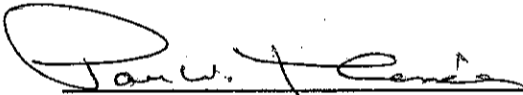
BE IT RESOLVED that Todd Brown is appointed as Tax Auctioneer to represent the Potter County Tax Assessment Office and Potter County in the matter of providing auctioning services at no charge for the Potter County Tax Sale Properties for the year of 2018.

DULY ADOPTED by the Potter County Commissioners at their regular meeting held on the 26th day of April, 2018.

POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman

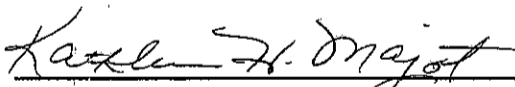


Paul W. Heimel, Commissioner



Susan S. Kefover, Commissioner

ATTEST:



Kathleen H. Majot, Chief Clerk



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PROCLAMATION

Senior Corps Week

April 29 – May 5, 2018

WHEREAS, Americans are living longer and achieving more, taking on new roles after decades of hard work to ensure opportunity for the generations that follow; and

WHEREAS, the nation recognizes the contributions of seniors during the month of May, designated as Older Americans Month; and

WHEREAS, older Americans bring a lifetime of skills and experience that can be tapped to meet challenges in our nation's communities; and

WHEREAS, for more than five decades, the three Senior Corps programs – Foster Grandparents, Senior Companions, and RSVP – have proven to be a highly cost-effective way to engage Americans age 55 and over in volunteer service that meets pressing community needs; and

WHEREAS, Senior Corps volunteers build capacity of organizations and communities by serving through more than 28,000 nonprofit, community, educational, and faith-based community groups nationwide; and

WHEREAS, each year Senior Corps provides opportunities for more than 245,000 older Americans to serve their communities across the nation, including approximately 40+ presently volunteering in Potter County; and

WHEREAS, nationally, Senior Corps volunteers last year provided more than 74.6 million hours of service, improving the lives of our most vulnerable citizens, strengthening our education system, helping seniors live independently in their homes, protecting our environment, combatting the opioid epidemic, and preventing elder abuse; and

WHEREAS, at a time of mounting social needs and growing interest in service by older Americans our nation has an unprecedented opportunity to harness the talents of 55-plus volunteers to address additional community challenges; and


WHEREAS, service by older Americans keeps them active, healthy, and engaged; helps our communities by solving local problems; and helps our nation by saving taxpayer dollars, reducing healthcare costs, and strengthening our democracy; and

WHEREAS, Senior Corps volunteers demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that makes a lasting impact on the individuals and communities they serve; and

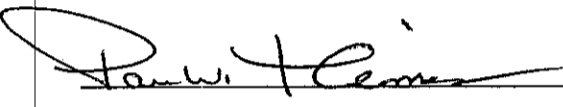
NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the County of Potter, Pennsylvania, do hereby proclaim **April 29 – May 5, 2018** as **Senior Corps Week** and urge other officials, organizations, and citizens to recognize Senior Corps volunteers and programs for their commitment to our communities.

Given under our hands this 26th day of **April, 2018**.

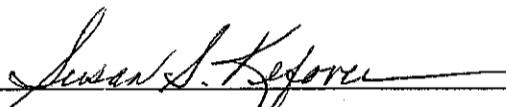
POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman

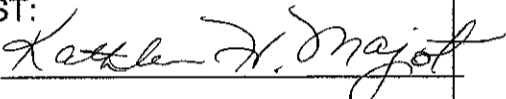


Paul W. Heimel, Commissioner



Susan S. Kefover, Commissioner

ATTEST:



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Thomas R. Shaffer
Solicitor

PROCLAMATION

Motorcycle Safety and Awareness Month MAY 2018

Whereas, the safety of all Potter County motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the County of Potter; and

Whereas, motorcycle riding is a popular form of recreation and transportation for thousands of people in our county and our nation. Licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and

Whereas, it is especially important that the citizens of our county be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques, and promoting motorcycle safety; and

Whereas, during the month of May, God's Country Chapter of the Alliance of Bikers Aimed Toward Education of Pennsylvania (A.B.A.T.E.) will continue their advocacy of motorcycle safety and awareness and stay active in promoting motorcycle safety through both motorist and rider education; and improving the image of motorcyclists to the general public.

Now, Therefore, in recognition of the importance of motorcycle safety on our county's roads and highways, the Potter County Board of Commissioners do hereby proclaim **May 2018** as **MOTORCYCLE SAFETY AND AWARENESS MONTH**. All motorcyclists are encouraged to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

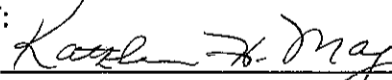
Given under our hands this 26th day of April, 2018.

POTTER COUNTY BOARD OF COMMISSIONERS



Douglas C. Morley, Chairman

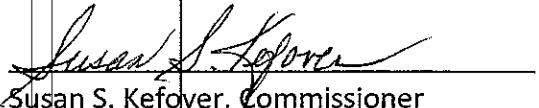
ATTEST:



Kathleen H. Majot, Chief Clerk



Paul W. Heimel, Commissioner



Susan S. Kefover, Commissioner