

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

September 13, 2018

CALL TO ORDER Commissioner Morley called the meeting to order at 11:08 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 Danielle Gietler; all present

PUBLIC COMMENT None

MINUTES – August 30, 2018 ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Request for support from the Pennsylvania Wilds Planning Team; annual donation of \$1,500 for projects and programs that benefit our communities. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CONTRACTS AND AGREEMENTS

David-Ulmer Inc. agreement renewal for the inspection of the sprinkler system in the Gunzburger Building, effective November 1, 2018 through October 31, 2019. Annual cost of \$2,520 (increase of \$40). ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Alcohol Monitoring Systems (AMS) contract renewal for Potter County DUI Court, master agency agreement for a term of 36 months; September 13, 2018 through September 12, 2021. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

17/18

18/19

■ **Mental Health** – 07/01/18 to 06/30/2019

Act 143 Designee Agreement

Kelly Preston

No additional reimbursement is made.

This function is already part of the provider’s duties

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

TRAINING REQUESTS

--Keegan Abbott & Amanda Morey – PCHS; Fall 2018 Service Coordination Training, Slippery Rock, Pa. Requests lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Debbie Lincoln – PCHS; Fall 2018 Service Coordination Training, Slippery Rock, Pa. Requests lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Jennifer Rossman – Community Development; Mandatory Labor Standards Enforcement Training, Clarion, Pa. Request lodging, mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Krista Miller & Kelsey Valenti – Treasurer; CTAP Fall Seminar, State College, Pa. Request lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Barbara Busch – PCHS; Confidentiality, Consent & Resident Direction Training, Clarion, Pa. Requests mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

-- Sharon Prentice & Andrea Skaggs – PCHS; 2018 CAPS Summit, Harrisburg, Pa. Requests registration, lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

-- Andy Watson – District Attorney; PA DUI Association 39th Annual Meeting, Lancaster, Pa. Request registration, lodging, mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Hiring of Mike Pepper as part-time Veterans Affairs Director, effective September 18, 2018. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Joy Glassmire CYS Director of PCHS, has provided her resignation effective January 25, 2019. ~Action~ Comm. Kefover moved to accept. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CHIEF CLERK REPORT

Application received for 2018 Liquid Fuels Tax funds from the following municipalities:

- Galeton Borough \$2,781.29

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

COMMISSIONERS' REPORTS

Commissioner Kefover reported that Seneca Highlands Career & Technical Center is now offering a Homeland Security/Emergency Services curriculum with 19 high school students from the IU9 enrolled.

Commissioner Heimel discussed the most recent Triple Divide Watershed Coalition meeting that he attended. Dr. Wes Easton from Penn State University discussed the detailed study he is heading in Potter County to focus on agricultural water needs and water management, as well as opportunities for public engagement and communication to support farming.

Commissioner Heimel also announced that he has accepted an invitation to a Criminal Justice Peer Exchange in Polk County, Iowa. Purpose is to assist county commissioners is supporting and implementing criminal justice reforms that have been proven to reduce the number of repeat offenders and enhance public. Ten commissioners from across the nation were chosen for the expense-paid summit.

Commissioner Morley reported that, with the Pa. Dept. of Community and Economic Development (DCED) approving the county's loan to help pay for an upgrade of the 911 emergency communications system, that project has moved a step closer to beginning. Many details must still be worked out.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – Check#1232	\$1,855.54
PAYROLL AUTOMATIC DEPOSITS	\$51,004.54
PAYROLL TAX TRANSFERS (EFTPS)	\$17,880.68
STATE TAX WITHHOLDINGS (ETIDES)	\$2,373.06
ACCOUNTS PAYABLE CHECKS – Check #62795-62901	\$144,966.96
Total Checks Written	\$218,080.78

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

Potter County Courthouse Fiscal Summary – Special Run 09/06/2018

<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	127604			\$318.60

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

Potter County Fiscal Summary


<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	85107-85109			\$2,010.30
10	Payroll-Direct Deposit	9026195-9026288			\$84,958.83
10	General Fund - Accounts Payable	127605-127695			\$213,947.83
10	General Fund – A/P Manual Checks	909141891-909141895			\$121,482.24
11	LEPC	2577-2581			\$208.59
16	911 Fund	2742-2748			\$40,741.60
18	Automation Fund (Civil)	127696			\$996.50
34	V.O.J.O.	127697			\$610.05
35	Victim Services	127698-127699			\$653.73
38	Divorce Fund	127700			\$780.38
55	PHARE Grant	127701			\$15,000.00

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

NEXT MEETING: September 27, 2018

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


Potter County Executive Secretary

Prepared by Danielle Gietler

Approval Date