

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

April 25, 2019

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, Recording Secretary Danielle Gietler, all present.

PUBLIC COMMENT

MINUTES – April 9, 2019 ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Proclamation – 2019 Conservation District Week, May 5-11, 2019. Jason Childs, Potter County Conservation District manager, discussed the agency’s activities. He and staff were commended by the commissioners. ~**Action**~ Comm. Heimel moved to approve the proclamation. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Star Leaf Grant Partnership with the Potter County Education Council (PCEC). Commissioner Morley explained that PCEC is seeking a grant to obtain a videoconferencing tool. In return for agreeing to have the equipment located in the Gunzburger, the county will be able to use it at no charge for conferences and training. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CONTRACTS AND AGREEMENTS

Agreement renewal with the County of Erie for part-time use of Forensic Pathologist Eric Lee Vey, M.D., Jan. 1, 2019, to December 31, 2019. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Service agreement renewal with the Pennsylvania District Attorneys Institute for the 2019 Pa. SAVIN System for victim notification services, Jan. 1, 2019, through Dec. 31, 2019. No county financial match is required. ~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

■ **Aging – 04/01/19 to 06/30/2020**

Jennifer Davis

Dietician Services for monitoring of Senior Center Meals	N/A	55.45-\$56/hr.
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Susan Widnikiewicz

Senior Center Operations Substitute for Galetton Sr. Center	N/A	7.25/hr.
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■ **Mental Health – 04/20/19 to 06/20/2019**

Cost

Susquehanna Software, Inc.

Software, Technical Support & Program Service	\$1,333/mo.	\$1,466.67/mo.
	\$16,000/yr.	\$17,600/yr.

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

TRAINING REQUESTS

--Jennifer Rossman - Community Development - IDIS & CDBG Recordkeeping, Lewisburg, Pa. Lodging, mileage and meals. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Krista Miller & Kelsey Valenti – Treasurer – CTAPA Annual Conference, Butler, Pa. Registration, lodging, mileage, meals, parking and tolls. ~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Jeanette Stuckey – Auditor – PSACA Northeast Caucus Meeting, Bloomsburg, Pa. Registration, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Sarah Lieberman & Gabrielle Milford – Probation – Fiscal Training, Payments Plans & Enforcement Training, Mechanicsburg, Pa. No cost (covered by AOPC). ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Ken Hoffman – PCHS – Quality Management Certification Class, Pittsburgh, Pa. Lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Bryonna Swede, Rick Kunselman & Bonnie Miller – PCHS Mental Health – OMHSAS Training, Cultural & Linguistic Competence, State College, Pa. Registration, lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Teresa Ostrom & Heather Morey – PCHS CYC – Family Group Decision-Making, Western Regional Meeting, Grove City, Pa. Mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Thomas Patterson – PCHS – 2019 PCYA June Quarterly Meeting, Macungie, Pa. Lodging, registration, mileage and meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Judge Stephen Minor has terminated the employment of Cheryl Ianson as a caseworker at the Potter County Domestic Relations Office, effective April 2, 2019. ~Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Warden Glenn Drake has hired Wyatt Weakland as a part-time cook at the Potter County Jail, effective April 29, 2019. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CHIEF CLERK REPORT

Applications received for 2019 Liquid Fuels Tax funds from the following municipalities: Eulalia Township, \$2,735; Sharon Township, \$3,510.95; Shinglehouse Borough, \$2,400.42; Roulette Township, \$3,115.78 and Oswayo Borough, \$436.50. ~ 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 reported on a meeting of the Local Housing Options Team and a tour of homeless shelters in Tioga County. She also announced that Pa. Lieutenant Governor John Fetterman's listening tour visit to Potter County will be held May 14 at the Coudersport Firehall.

Commissioner Heimel reported that he was reappointed to the National Military & Veterans Affairs Committee, a branch of the National Association of Counties. Committee members are lobbying Congress in support of reduced wait times for appeals of VA health care claim denials, and for stiff criminal penalties for those convicted of defrauding veterans, active-duty military service members, or their families.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – N/A	0
PAYROLL AUTOMATIC DEPOSITS	\$52,437.73
PAYROLL TAX TRANSFERS (EFTPS)	\$18,023.03
STATE TAX WITHHOLDINGS (ETIDES)	\$2,369.23
ACCOUNTS PAYABLE CHECKS – Check #64570 4/12	\$1,697.79
ACCOUNTS PAYABLE CHECKS – Check #64571-64683 4/25	\$156,899.54
Total Checks Written	\$231,427.32

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

Potter County Fiscal Summary – 04/26/2019

<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	85177-85181			\$2,433.41
10	Payroll-Direct Deposit	9027875-9027999			\$99,285.01
10	General Fund - Accounts Payable	129500-129582			\$91,887.21
10	General Fund – A/P Manual Checks	904261940-904261944			\$142,281.29
11	LEPC	2631			\$607.00
15	North Fork Dam	129583			\$25.00
16	911 Fund	2835-2836			\$1,228.43
17	Saulter Preserve	129584			\$25.00
18	Automation Fund (Civil)	129585			\$939.60
21	Farmland Preservation	129586			\$486.88
34	V.O.J.O.	129587			\$623.00

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

Potter County First of the Month – 05/01/2019

<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	129593-129603			\$100,051.92
10	General Fund -A/P Manual Checks	999131			\$35.00
11	LEPC	2632			\$309.12
16	911 Fund	2837-2838			\$421.15

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

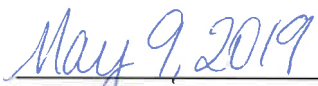
NEXT MEETING: May 9, 2019

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

Prepared by Danielle Gietler



 Potter County Executive Secretary



 Approval Date



*Established
1804*

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

County of Potter Board of Commissioners

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Kathleen H. Majot
Chief Clerk

Thomas R. Shaffer
Solicitor

PROCLAMATION

Conservation District Week 2019

Whereas, conservation districts are local units of government established under state law to carry out natural resource management programs.

Whereas, conservation districts work with landowners and local governments to help them manage and protect land and water resources on private and public lands.

Whereas, Conservation districts were created in PA in 1945 in response to the dust bowl of the 1930's to improve soil and water conservation.

Whereas, each county in PA has a conservation district except for Philadelphia.

Whereas, local municipalities rely on conservation district staff to plan development in a way that conserves and protects the local environment.

Whereas, districts also work with many partners including government agencies, private organizations, businesses, and others – to accomplish their mission of supporting and helping landowners to conserve natural resources.

Whereas, the districts are each led by a volunteer board of directors with farmers, public members, and a member of county government. The board identifies local conservation needs, decides which programs and services to offer, and develops a strategic plan.

Now Therefore, the Potter County Commissioners do hereby proclaim, *May 5 – May 11, 2019 as Conservation District Week* commemorating the great work accomplished by PA's 66 Conservation Districts.

Douglas C. Morley, Chairman

Paul W. Heimel, Commissioner

Susan S. Kefover, Commissioner

ATTEST:

Kathleen H. Majot, Chief Clerk