

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

May 5, 2022

(Meetings recorded and destroyed after mtg. mins. approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT ON AGENDA ITEMS

MINUTES -- Meeting Minutes – April 21, 2022

GUESTS

A.B.A.T.E Members

NEW BUSINESS

Proclamation – Motorcycle Safety and Awareness Month

Proclamation – Mental Health Awareness Month

Resignation – Shannon Work from the Potter County Human Services ATOD Advisory Board.

Appointment – David Shalkowski to the Potter County Human Services ATOD Advisory Board;
Term 04/01/2022 – 04/01/2025.

Reappointment – Thomas Patterson to the Potter County Human Services ATOD Advisory Board;
Second Term 04/01/2022 – 04/01/2025.

CONTRACTS AND AGREEMENTS

Annual Maintenance Agreements – Cleveland Brothers Equipment Company for annual maintenance services of the generators at F.W. Gunzburger County Office Building, \$1,038.00, and the Potter County Jail, \$1,007.00.

Service Agreement Renewal – KOS Inc. for maintenance of office equipment for the Potter County Courts. Rate of \$84.00 per machine/per service call on copiers and rate of \$84.00 per machine/per service call on typewriters, printers, and fax machines. Term of April 1, 2022 through March 31, 2023.

PCHS CONTRACTS AND AGREEMENTS

■Children & Youth

Mariah Morris, Independent Living (04/05/21 – 06/30/2022)

	<u>20/21</u>	<u>21/22</u>
IL Coordinator	New Contract	\$35,000.00/yr.

Concern Professional Srv. For CY & Families (12/10/21 – 06/30/2022)

Recruitment of Foster Families	New Contract	\$20,470.00/yr.
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■Children & Youth

Avanco Internaltional, Inc. (07/01/22 – 06/30/2023)

	<u>21/22</u>	<u>22/23</u>
CAPS (Avanco)	\$29,242.00/yr.	

■Coordinated Services

Sweden Valley Cabins (07/01/22 – 06/30/2023)

Homeless	Current Hotel Rate	No Change
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A WAY OUT (07/01/22 – 06/30/2023)

Homeless	Current Hotel Rate	No Change
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<u>Heart Response (Christmas House) (07/01/22 – 06/30/2023)</u>		
Client Services	\$45.00/family	No Change
<u>Gail Allen (07/01/22 – 06/30/2023)</u>		
Escort for Mental Health Transports	0-4 hrs. \$ 70.00 4-8 hrs. \$120.00 8 + hrs. \$240.00	No Change
<u>Sweden Valley Manor (07/01/22 – 06/30/2023)</u>		
Transportation	\$2.15/loaded mi.	No Change
<u>Health Ride Plus (07/01/22 – 06/30/2023)</u>		
Transportation	\$2.25/loaded mi.	No Change
<u>Health Ride Plus – Addendum (07/01/22 – 06/30/2023)</u>		
Transportation	\$2.25/loaded mi.	\$2.15/ld. mi.
<u>Northern Tier Children’s Home (07/01/22 – 06/30/2023)</u>		
Transportation	\$45.00/day \$ 5.00/meal	No Change
<u>UPMC Cole Skilled Nursing & Rehabilitation (07/01/22 – 06/30/2023)</u>		
Transportation	\$2.15/loaded mi.	No Change

■ **Mental Health**

Concern

Intensive Behavioral Health Services

Maximum of \$20,000.00 at a rate of \$12.87/15 minute unit for individuals with Medical Assistance only and \$29,000.00/15 minute unit for individuals without Medical Assistance and Community Care Behavioral Health, both with prior approval from Mental Health Director.

TRAINING REQUESTS

- Will Hunt & Pete Dibiase – Attend Pa. GIS Conference, June 13-15, 2022. Registration, lodging, mileage, and meals.
- Katie Taylor – PCHS Drug and Alcohol – Attend the Commonwealth Prevention Alliance Conference virtually.
- Bryonna Mann and Pat Harris – 2022 Forensic Conference, State College, Pa. Registration, lodging, mileage, and meals.

PERSONNEL

New Hire – Commissioners have hired Parker Glover for the Summer Intern in the Administration/Fiscal Office, effective June 21, 2021

Resignation – David Apple, part-time seasonal maintenance employee with Maintenance Department, has resigned his position effective April 7, 2022.

Resignation – Susan Widnikiewicz, Senior Center Operator with PCHS, has resigned her position effective May 27, 2022.

Resignations – Robert and Monica Bowman, van drivers with PCHS, have resigned their positions effective April 26, 2022.

LIQUID FUELS TAX APPLICATIONS

Applications received for 2022 Liquid Fuel Tax Funds from Bingham Township, \$2,406.99; Oswayo Borough, \$363.19; Oswayo Township, \$1,458.53; and Roulette Township, \$2,538.58.

COMMISSIONERS’ REPORTS

BILLS**Potter County Human Services Fiscal Summary (05/05/2022)**

PAYROLL CHECK (CHECK #5)	\$2,197.94
PAYROLL AUTOMATIC DEPOSITS	\$46,571.84
PAYROLL TAX TRANSFERS (EFTPS)	\$15,440.58
STATE TAX WITHHOLDINGS (ETIDES)	\$2,145.34
PAUC	\$42.00
Local W/H	\$698.80
Paytime P/R Charge	\$511.50
ACCOUNTS PAYABLE CHECKS – #72623-72728	\$380,351.11
ACCOUNTS PAYABLE CHECKS – #72621	\$248.53
ACCOUNTS PAYABLE CHECKS – #72622	\$359.58
Total Checks Written	\$448,567.22

Potter County Fiscal Summary – 04/22/2022

<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 – Direct Deposit	3861-3960			\$100,254.47
10	General Funds – Accounts Payable	138878-138973			\$143,036.18
10	General Funds – A/P Manual Checks	20			\$142,934.54
11	LEPC-Local Emergency Planning	2900			\$1,800.00
15	North Fork Dam	138962			\$26.25
16	911 Fund	3340-3343			\$30,774.45
17	Saulter Preserve	138962			\$25.00
18	Automation Fund (Civil)	138934			\$3,564.11
20	Supervision Fees (County) (CO)	138934; 138951			\$166.60
22	Farmland Preserv. & Rollback	138935			\$50.00
32	Specialty Courts	138881			\$178.80
34	V.O.J.O.	138926			\$180.00
35	Victim Services/RASA	138926			\$1,080.00
56	COVID-19 County Relief Grant	138896			\$32,443.50

Potter County Fiscal Summary – Special Run: 04/25/2022

<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	138974-138978	138914; 138960	\$4,152.06	\$27,433.03

Potter County Fiscal Summary – Special Run: 04/26/2022

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
62	CDBG Entitlement	138979			\$1,318.50

Potter County Fiscal Summary – Special Run: 04/29/2022

<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 – Direct Deposit	3961-3990			\$7,820.52
10	General Fund – A/P Manual	21			\$10,016.17

Potter County Fiscal Summary – First of the Month – 05/02/2022

<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	138980-138991			\$116,113.35
10	General Fund – A/P Manual Checks	23			\$35.00
16	911 Fund	3344-3345			\$421.15

PUBLIC COMMENT:

NEXT MEETING: Thursday, May 19, 2022 @ 11 a.m.

ADJOURNMENT

Prepared by Danielle Gietler