

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

June 3, 2021

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – May 20, 2021

NEW BUSINESS

Proclamation

PC Jail Food Service Bid Opening

*Resignation* – Dereck Morey and Lee Taylor from the Potter County Human Services ATOD Advisory Board; Maximum Terms served.

CONTRACTS AND AGREEMENTS

*Agreement Renewal* – Alcohol & Drug Abuse Services, Inc. for consultation hours for DUI/Drug Court, effective July 1, 2021 through June 30, 2024.

*Amended CHIRP Agreement C000075738*

*Assumption of Liability* – UC Trust to provide unemployment compensation coverage for all County Commissioner Association Members and County Related Entities – PCHS.

*Maintenance Agreement Renewal* – Linstar for software maintenance of the door-locking system at the Gunzburger Building, yearly cost of \$750.00. Term of July 1, 2021 to June 30, 2022.

*Agreement* – Paytime, Inc. for Potter County Commissioners, effective May 21, 2021 and is on-going contract.

*Agreement* – Paytime, Inc. for Potter County Human Service, effective May 21, 2021 and is on-going contract.

*Agreement* – Paytime, Inc. for Potter County Employees Retirement Plan, effective May 21, 2021 and is on-going contract.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

■Aging (05/03/2021 – 06/30/2021)

Charlotte Y. Schweigart

Sr. Center Operator Substitute

New Contract

\$7.25/hr.

Monica Jane Thomas

Sr. Center Operator Substitute

New Contract

\$7.25/hr.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

■Aging (07/01/2021 – 06/30/2022)

Charlotte Y. Schweigart & Monica Thomas

Senior Center Operator Substitutes

\$7.25/hr.

No Change

Pauline Goochee, RN Community Health Nurse

Completion of Assessments & Programs

Community Health Nurse

\$27.00

No Change

Care Management

N/A

\$15.00

**PCHS CONTRACTS AND AGREEMENTS**

**20/21**

**21/22**

**■Coordinated Services (07/01/2021 – 06/30/2022)**

Transportation: \$2.25/ld. mi. No Change  
Area Agency on Aging; Drug & Alcohol; EFSP; HAP; HSDF; Intellectual Disabilities; MATP; Mental Health

Kara Amidon & Sheryl Hoffman, Independent Contractor

Contact Escort Mental Health Transport  
Round trip; portal to portal 0-4 hrs. \$70.00 No Change  
Round trip; portal to portal 4-8 hrs. \$120.00 No Change  
Round trip; portal to portal 8+ hrs. \$240.00 No Change

Helen D. Douglas & Charmaine Royer

Mental Health Transport Escort  
Round trip; portal to portal 0-4 hrs. \$70.00 No Change  
Round trip; portal to portal 4-8 hrs. \$120.00 No Change  
Round trip; portal to portal 8+ hrs. \$240.00 No Change

Transportation – Children & Youth \$2.25/ld. mi. No Changes

**■Mental Health (07/01/2021 – 06/30/2022)**

Northern Tier Children’s Home Residential Services – CHIPPII Funds

Funds use: provides 24/7 supervision for qualifying individuals @ the Potter County Women’s Recovery Center vs. institution of higher cost.

Act 143 Designee Agreements

No additional reimbursement is made – This function is already part of the provider’s duties. Ashley Major; Ashlee Foil; Rebecca Keagle; Shelby Dietze; Erin Andrews; Lindsey Johnston & Rose Beave.

CenClear – Mobile Psych Rehab Max. \$20,000.00

This contract is contingent on and subject to the availability of federal, state and local funds

CenClear – Family Base Mental Health Max. \$20,000.00

This contract is contingent on and subject to the availability of federal, state and local funds

Guidance Center – Mental Health Psychiatric Outpatient Services – Project RAPPORT

\$15.62/15 min. unit to Maximum of \$25,000.00 No Change

Guidance Center – Family Based Mental Health Services

\$26.93/15 min. unit to Maximum of \$20,000.00 No Change

**■Commissioner’s (07/01/2021 – 06/30/2022)**

Gunzburger (Cubicles) office space \$1.00/cubicle No Change

**■Intellectual Disabilities (07/01/2021 – 06/30/2022)**

Dickinson Center, Inc.

Community Participation Support (Comm) \$5.36/unit No Change  
Community Participation Support (Facility) \$4.01/unit No Change  
Community Participation Support (C 1-1) \$9.84/unit No Change  
Community Participation Support (F 1-1) \$9.52/unit No Change  
Companion Services (Level 2) \$6.33/unit No Change  
In-Home Community Support (Level 2) \$8.08/unit No Change  
Supported Employment – Job Support \$17.75/unit No Change  
Small Group Employment (Level 3) \$12.05/unit No Change  
Clinical Interview (Amanda Straub) \$450.00/interview No Change

**TRAINING REQUESTS**

*Krista Miller* – Treasurer – PAPERS Forum, Virtual; requesting registration fee.

*Will Hunt & Charlie Tuttle* – GIS – ESRI GIS User Conference, Virtual.

*Nicole Larsen* – Register & Recorder of Deeds – Register of Wills Annual Conference, Pittsburg, Pa. Requests registration, lodging, mileage and meals.

*Kiara Perkins* – PCHS Mental Health – EHV Program Webinar: Pairing Services & EHV; virtual.

*Susan Widnikiewicz* – PCHS Aging – HSOA – Senior Center Program Certification, Virtual

*Kayla Wright and Kiara Perkins* – PCHS Mental Health – Understanding Behavior, Burnout and Depression; virtual.

*Katie Taylor* – PCHS Drug & Alcohol – CPA Conference, Virtual; requesting registration.

**PERSONNEL**

*Resignation* – PCHS Aging Care Manager I, David Verbooy – has resigned effective June 4, 2021.

*Resignation* – PCHS Van Driver, John Allen – has resigned effective July 1, 2021.

*New Hire* – Glenn Drake has hired David Verbooy as a part-time Corrections Officer at the Potter County Jail effective June 7, 2021.

**COMMISSIONERS' REPORTS**

**BILLS**

**Potter County Human Services Fiscal Summary (06/03/2021)**

PAYROLL AUTOMATIC DEPOSITS	\$46,920.29
PAYROLL TAX TRANSFERS (EFTPS)	\$15,914.92
STATE TAX WITHHOLDINGS (ETIDES)	\$2,115.99
ACCOUNTS PAYABLE CHECKS – Check # 70103-70202	\$111,583.89
<b>Total Checks Written</b>	<b>\$176,535.09</b>

**Potter County Fiscal Summary – 05/21/2021 (Updated)**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Direct Deposit	9033683-9033809			\$102,238.63
10	General Fund – Accounts Payable	135959-136041			\$240,872.59
10	General Funds – A/P Manual Checks	905212162-905212166			\$143,391.61
14	Liquid Fuels	1584-1585			\$2,271.75
15	North Fork Dam	136042			\$25.00
16	911 Fund	3196-3197			\$1,092.92
17	Saulter Preserve	136043			\$27.34
19	COVID Hospitality Grant	136044-136052; 136060			\$187,212.83

32	Specialty Courts	136053-136054			\$1,142.81
34	V.O.J.O	136055-136056			\$207.40
35	Victim Services/RASA	136057-136058			\$1,266.36
37	Triple Divide Water Monitoring	136059			\$156.38

**Potter County Fiscal Summary – First of the Month - 06/01/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	136061-136073			\$125,125.36
10	General Fund – A/P Manual Checks	999155			\$35.00
16	911 Fund	3198-3199			\$421.15

**Potter County Fiscal Summary – 06/04/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Direct Deposit	9033810-9033906			\$97,248.00
10	General Fund – Accounts Payable	136074-136318; 136326			\$450,123.82
10	General Funds – A/P Manual Checks	906042167- 906042171			\$139,098.11
11	LEPC – Local Emergency Planning	2821-2824			\$262.55
16	911 Fund	3196-3197			\$1,092.92
34	V.O.J.O	136319-136320			\$235.41
35	Victim Services/RASA	136321-136323			\$2,723.26
38	Divorce Fund	136324			\$503.50
60	Hotel Excise Tax Fund	136325			\$40.61

**NEXT MEETING:** June 17, 2021

**ADJOURNMENT**

Prepared by Danielle Gietler