

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

November 17, 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 – November 3, 2022
Special Meeting November 9, 2022

NEW BUSINESS

Resolution #7 of 2022 – Area Transportation Authority (ATA) Local Match FY 2023-2024

Resolution 8 of 2022 – Tax and Revenue Anticipation Note

Consideration for appointment to the Potter County Hospital Authority Board – appoint Georgianna Leete to the PC Hospital Authority Board for a term of five years, effective January 1, 2023 - December 31, 2027.

CONTRACTS AND AGREEMENTS

FY 2022 State Homeland Security Grant Program Agreement

Inspection Agreement – Davis Ulmer Sprinkler Co. for fire alarm monitoring at the Potter County Commissioners. Term of January 1, 2023 to December 31, 2023. Annual Service Fee of \$2,520.00.

Inspection Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Gunzburger Annex. Term of January 1, 2023 to December 31, 2023 at an annual fee of \$1,665.00.

Inspection Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Maple View Bldg. Term of January 1, 2023 to December 31, 2023 at an annual fee of \$370.00.

Inspection Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County 911. Term of January 1, 2022 to December 31, 2022 at an annual fee of \$370.00.

Inspection Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Courthouse. Term of January 1, 2023 to December 31, 2023 at an annual fee of \$725.00.

Inspection Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Modular Trailer. Term of January 1, 2023 to December 31, 2023 at an annual fee of \$400.00.

Inspection Agreement – Davis-Ulmer Inc. for the annual inspection agreement Potter County Jail, Term of January 1, 2023 to December 31, 2023 at an annual fee of \$1,875.00.

Agreement Renewal – Thomas R. Shaffer, Esquire to serve as county solicitor and Daniel F. Glassmire, Esquire to serve as assistant county solicitor for Jan. 1, 2023 to Dec. 31, 2023.

Agreement Renewal – KOS, Inc. for maintenance service of the copier in the Potter County Jail, \$342.00 per year, effective Nov. 6, 2022 to Nov. 6, 2023.

Agreement Renewal – KOS, Inc. for maintenance service of the copier in the Potter County Domestic Relations, \$342.00 per year, effective Nov. 6, 2022 to Nov. 6, 2023.

Agreement Renewal – KOS, Inc. for maintenance service of the copier in the Potter County Voter Registration office, \$.0085 per copy, effective Nov. 14, 2022 to Nov. 14, 2023.

Work Experience/Community Service Agreement – PA CareerLink, Inc. for Workforce Innovation and Opportunity in the Potter County Register & Recorder of Deeds.

PCHS CONTRACTS AND AGREEMENTS **21/22** **22/23**

■Mental Health

Transitional Living (12/01/22 – 06/30/23)
Provides housing for individuals in Potter County coming out of state institutions \$950.00/mo. \$1,500.00/mo.

Warren General Hospital
Short-term inpatient hospitalization for individuals Suffering from mental illness. No Cost-MA Fund No Change

■Children & Youth (07/01/22 – 06/30/23)

The Guidance Center-Project Rapport & PAT
Project Rapport (per unit) N/A \$15.62/15 min.
Parent as Teachers (per unit) N/A \$15.62/15 min.

■Intellectual Disabilities (07/01/22 – 06/30/23)

Service Access & Management, Inc. (SAM Inc.)
Rate revision to prior contract.
Providing Supports Coordination for the Intellectual Disabilities Program \$21.12/qrt. Hr.

■Aging (11/11/22 – 06/30/23)

Barbara Busch
PA-Medi Assistant – Required by the PA Dept. of Aging
Will assist PA-Medi Counselor w/data entry, annual open Enrollment & other activities on an as needed basis. New Contract \$25/hr. + exp.

TRAINING REQUESTS

Erica Hoadley & Michele Mather; PCHS Area of the Aging – attend National Council of Cert. Dementia Practitioners. Requests registration.

PERSONNEL

Request for mileage reimbursement for Mark Spencer DRO Trainer.

Resignation: Correction Officer Andrew Fry is resigning his position effective November 22, 2022.

New Hire: Sheriff Glenn Drake requesting to hire Randall Franklin as part-time Courthouse Security Guard; effective November 7, 2022.

LIQUID FUELS TAX APPLICATIONS - None

COMMISSIONERS' REPORTS

BILLS

Potter County Human Services Fiscal Summary (11/17/2022)

PAYROLL AUTOMATIC DEPOSITS	\$48,110.89
PAYROLL TAX TRANSFERS (EFTPS)	\$14,822.91
STATE TAX WITHHOLDINGS (ETIDES)	\$2,085.56
PAUC	\$40.90
Local W/H	\$679.33

Paytime P/R Charge	\$153.75
ACCOUNTS PAYABLE CHECKS – Check #74219-74312	\$169,107.48
ACCOUNTS PAYABLE CHECKS – Check #74218	\$462.50
Total Checks Written	\$235,463.32

Potter County Fiscal Summary –11/04/2022

<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	5941-6037			\$91,074.72
10	General Funds – Accounts Payable	140393-140484			\$123,807.25
10	General Funds – A/P Manual Checks	61			\$128,552.02
14	Liquid Fuels	1758-1759			\$7,305.29
15	North Fork Dam	140465			\$150.89
16	911 Fund	3437-3444			\$8,790.81
20	Supervision Fee (County) (CO)	140476			\$599.60
32	Specialty Courts	140394; 140433; 140461; 140480			\$789.34
34	V.O.J.O.	140417			\$184.09
35	Victim Services/RASA	140417; 140478			\$2,641.48
59	P.C. Victim Impact Panel (CO)	140451			\$120.00
60	Hotel Excise Tax Fund	140444; 140477			\$89,581.47

Potter County Fiscal Summary – Special Run – 10/26/2022

<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	140389-140392			\$27,498.23

Potter County Fiscal Summary –11/18/2022

<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 – Checks	5003			\$210.40
10	Payroll – Direct Deposit	6038-6134			\$100,869.87
10	General Funds – Accounts Payable	140485-140594			\$238,563.74

10	General Funds – A/P Manual Checks	63			\$143,66.84
11	LEPC – Local Emergency Planning	2949-2951			\$212.71
14	Liquid Fuels	1760-1761			\$4,238.43
15	North Fork Dam	140579			\$25.00
16	911 Fund	3445-3454			\$33,900.31
17	Saulter Preserve	140579			\$26.36
18	Automation Fund (Civil)	140534			\$737.85
34	V.O.J.O.	140521; 140540			\$242.34
35	Victim Services/RASA	140521; 140540			\$1,488.21
38	Divorce Fund	140540			\$726.05
56	COVID-19 County Relief Grant	140532; 140560; 140485			\$68,159.88
64	Gas Well Impact- Capital Reserve	140492; 140496; 140505			\$15,000.00

PUBLIC COMMENT:

NEXT MEETING: Thursday, December 1, 2022 @ 11 a.m.

ADJOURNMENT

Prepared by Danielle Gietler