

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

November 18, 2021

(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 4, 2021

OLD BUSINESS

GUEST(S)

Jim Chorney – Director of North Central

NEW BUSINESS

Approve the 2022 Employee Holiday Schedule

Approve the 2022 Commissioner Meeting Schedule

CONTRACTS AND AGREEMENTS

Monitoring Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Gunzburger Annex. Term of January 1, 2022 to December 31, 2022 at an annual fee of \$1,665.00.

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

Monitoring 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.

Monitoring Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Courthouse. Term of January 1, 2022 to December 31, 2022 at an annual fee of \$725.00.

Monitoring Agreement – Davis Ulmer Fire Protection. for fire alarm monitoring at the Potter County Modular Trailer. Term of January 1, 2022 to December 31, 2022 at an annual fee of \$400.00.

Affirmation of Signature –Affirmation of Commissioner Barry Hayman’s signature is needed for North Central Workforce Development Area for three contracts - Partnership Agreement, CEO Fiscal Agent Agreement, and CEO Agreement

Snow Removal Contract - Christopher Bickel for snow removal at the Shinglehouse District Magistrates Office for \$35/hour.

Snow Removal Contract – Gary Leach for snow removal at the Galeton District Magistrates Office for \$40/snow removal.

Network Refresh Agreement – LINK Computer Corporation - Network Refresh and Installation for an IT Project in the amount of \$79,082.00.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

Request for this contract amount to reflect correction in the minutes at the November 18, 2021 meeting. The correct amount was shown on contract and recommendation form and was approved by Commissioner’s on October 7, 2021. However, the listing did not reflect the \$3,000 pay increase.

Amend Aging

Dorothy E. Taylor

Regional Ombudsman Coordinator
07/01/21 to 06/30/22

\$63,320

State approved mileage rate

\$66,320 Amended

No Change

Mental Health (07/01/21 to 06/30/2022)

Concern – Mental Health After-Hours Telephone Crisis/Emergency & Walk-in Crisis Services

No Changes from 20/21 to 21/22

- \$18.00/unit for after-hours Crisis Hotline for each individual who does not receive CCBH or their insurance does not cover the cost and;
- \$26.70/unit for walk-in services for each individual who does not receive CCBH or their insurance does not cover the cost.
- \$40.20/unit for Mobile
- One unit equals 15 minutes
- Up to \$9,600.00

TRAINING REQUESTS

PERSONNEL

New Hire – Kathy Schroeder has hired Mackenzie Davis as a part-time Records Preservation Clerk for the Potter County Prothonotary Office. Effective date November 16, 2021.

CHIEF CLERK REPORT

COMMISSIONERS’ REPORTS

BILLS

Potter County Human Services Fiscal Summary (11/19/2021)

PAYROLL AUTOMATIC DEPOSITS	\$45,936.74
PAYROLL TAX TRANSFERS (EFTPS)	\$14,892.28
STATE TAX WITHHOLDINGS (ETIDES)	\$2,033.14
ACCOUNTS PAYABLE CHECKS – Check #71333-71439 (11/18/2021)	\$188,588.95
Total Checks Written	\$254,177.78

Potter County Fiscal Summary – 11/05/2021

<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	2271-2372			\$98,504.49
10	General Fund – Accounts Payable	137473-137561; 137573-137575	137358; 137490	\$34,720.48	\$240,672.96
10	General Funds – A/P Manual Checks	911052119			\$139,964.10
11	LEPC – Local Emergency Planning	2856-2857			\$132.06
14	Liquid Fuels	1594			\$10.71
16	911 Fund	3271-3276			\$27,755.64

17	Saulter Preserve	137562			\$126.84
18	Automation Fund (Civil)	137563			\$1,104.34
32	Specialty Courts	137564			\$164.72
34	V.O.J.O.	137565-137566			\$235.41
35	Victim Services/RASA	137567-137570	137567-137568	\$1,436.15	\$1,436.15
38	Divorce Fund	137571			\$592.11
56	Covid Local Fiscal Rec	137572			\$500.00

NEXT MEETING: December 2, 2021

ADJOURNMENT

Prepared by Danielle Gietler