

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

December 2, 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 18, 2021

OLD BUSINESS

GUEST(S)

NEW BUSINESS

Resignation from the Potter County Human Services Advisory Board: Sherry Harmon has resigned from the PCHS Advisory Board effective November 16, 2021.

Approve the 2022 Commissioner Town-Hall Meeting Schedule

CONTRACTS AND AGREEMENTS

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, 2022 to Dec. 31, 2022.

FY 2021 State Homeland Security Grant Program Agreement

Contract Renewal – Anita J. Mead as Victim/Witness Coordinator at a rate of \$18.00 per hour, Jan. 1, 2022 to Dec. 31, 2022.

PCHS CONTRACTS AND AGREEMENTS

■ Drug & Alcohol (07/01/2021 – 06/30/2022)

Davis Archway – Facility #107036

Halfway House

20/21

\$122.00

21/22

No Change

Non-Hospital Res. Short-Term

New Service

\$250.00/day

Non-Hospital Res. W/D Mgt.

New Service

\$350.00/day

■ Children & Youth (07/01/2021 – 06/30/2022)

Valerie Vossler

Kinship Home

New Contract

\$20.00/day/child

■ Intellectual Disabilities (11/01/2020 – 06/30/2021)

Service Access & Management, Inc.

SAMS, Inc. will complete Level of Care Eligibility Determinations on behalf of the Admin.

Entity to ensure complete adherence to all ODP regulations.

New Contract

\$17.74/quarter hr.

■ PCHS (11/17/2021 – 11/17/2022)

KOS, Inc.

Maintenance Agreement – Adm. Copier Annual Renewal

\$297.00 year

No Change

TRAINING REQUESTS

PERSONNEL

Promotion – Kiara Perkins, Mental Health Caseworker I promoted to Mental Health Caseworker II, effective October 16, 2021.

Resignation – PCHS Amy Furman, as Aging Care Manager II; effective December 1, 2021.

Retirement – PCHS Janice Major, as Fiscal Technician; effective January 15, 2022.

CHIEF CLERK REPORT

COMMISSIONERS’ REPORTS

BILLS

Potter County Human Services Fiscal Summary (12/02/2021)

PAYROLL AUTOMATIC DEPOSITS	\$43,484.86
PAYROLL TAX TRANSFERS (EFTPS)	\$14,217.94
STATE TAX WITHHOLDINGS (ETIDES)	\$1,930.55
PAUC	\$160.25
Local W/H	\$2,669.74
Paytime P/R Charge	\$527.00
ACCOUNTS PAYABLE CHECKS – Check #71333-71439 (11/18)	\$290,818.85
Total Checks Written	\$353,809.16

Potter County Fiscal Summary – 11/19/2021

<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	2402-2500			\$93,837.70
10	General Fund – Accounts Payable	137576-137670; 137684 – 137841	128074;128157	\$195.00	\$138,959.29
10	General Funds – A/P Manual Checks	911192120			\$132,516.57
11	LEPC – Local Emergency Planning	2858-2859			\$240.70
15	North Fork Dam	137671			\$26.25
16	911 Fund	3277-3278			\$1,090.32
17	Saulter Preserve	137672			\$29.07
32	Specialty Courts	137673			\$36.08
34	V.O.J.O.	137674-137675			\$190.67
35	Victim Services/RASA	137676-137678			\$2,627.71
37	Triple Divide Water Monitoring	137679			\$65.38
56	Covid Local Fiscal Rec	137681-137682			\$5,559.00
59	P.C. Victim Impact Panel (CO)	137683			\$116.00

Potter County Special Run Fiscal Summary – 11/24/2021

<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	General Fund – Accounts Payable	137854			\$1,660.72
61	Employee Wellness Initiative	137855			\$840.00
62	CDBG Entitlement	137856-137858			\$30,568.29

Potter County Tax Collector Run – 11/30/2021

<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	2373-2401			\$7,915.11
10	General Fund – Accounts Payable	911302121			\$9,998.98

Potter County First of the Month Fiscal Summary – 12/01/2021

<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	General Fund – Accounts Payable	137842-137853			\$71,474.83
10	General Fund – A/P Manual Checks	999161			\$35.00
16	911 Fund	3279-3280			\$421.15

NEXT MEETING: December 16, 2021

ADJOURNMENT

Prepared by Danielle Gietler