

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

December 30, 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 – December 16, 2021

OLD BUSINESS

GUEST(S)

NEW BUSINESS

Appointment – Jon Blass to Potter County Conservation District Board of Directors as Farmer/Director. Effective Jan. 1, 2022 – Dec. 31, 2025.

Appointment – Earl Brown to Potter County Conservation District Board of Directors as Public/Director. Effective Jan. 1, 2022 – Dec. 31, 2025.

Appointment – Barry Hayman to Potter County Conservation District Board of Directors as Commissioner/Director. Effective Jan. 1, 2022 – Dec. 31, 2022.

Public Comments on the PC Budget

Adoption of the 2022 Potter County Budget

Adoption of the 2022 Base-Rate Salary Schedule for non-union and appointed employees Potter County and PCHS.

Adoption of the salary increase for the Chief Clerk and Fiscal Director

Adoption of the VA Director position from part-time to full-time.

CONTRACTS AND AGREEMENTS

Lock in Rate - UGI Energy proposal for electrical service lock-in pricing for 36 months at \$0.06865 per kwh for Human Services and for Potter County Commissioners

Agreement – John R. Thomas Esquire and Rebecca Ann Krieg as Co-Conflict Counsel for Potter County, Jan. 1, 2022 to Dec. 31, 2022 at an annual salary of \$35,000.00.

Agreement Renewal – Thomas A. Walrath, Jr. Esquire as Juvenile Defender, Dependency Matters for Potter County, Jan. 1, 2022 to Dec. 31, 2022 at an annual salary of \$17,500.

Professional Service Agreement with SEDA-COG for FFY 2020 Competitive CDBG

Maintenance Agreement Renewal – KOS, Inc. for maintenance services of the copier in the Potter County Judges Chambers at an annual rate of \$290.00, effective January 10, 2022 to January 10, 2023.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

■DRUG & ALCOHOL (11/01/2021 – 06/30/2022)

Drug & Alcohol Services – Level 2.5-3.7

Partial Hospitalization
Hillside Residential

N/A

\$16.80/hr.
\$330./day Male IDU
\$354./day Male IDU

Duncansville Residential

w/Co-Occurring
\$276./ day IDU Preg. Wom.
\$303./day for IDU Preg.
Women w/Co-Occ.

TRAINING REQUESTS

PERSONNEL

Promotion – Crystal Thomas, D & A Case Management Specialist to County D & A Administrator I, effective retro November 22, 2021.

Erica Hoadley with PCHS as an Aging Care Manager II has been moved from Emergency Hire to regular hire with a probation period ending 04/26/2022.

CHIEF CLERK REPORT

Application received for 2021 Liquid Fuel Tax funds from Sylvania Township, \$348.52.

COMMISSIONERS' REPORTS

BILLS

Potter County Human Services Fiscal Summary (12/30/2021)

PAYROLL AUTOMATIC DEPOSITS	\$44,118.89
PAYROLL TAX TRANSFERS (EFTPS)	\$14,412.30
STATE TAX WITHHOLDINGS (ETIDES)	\$1,953.19
PAUC	\$38.26
Local W/H	\$636.26
Paytime P/R Charge	\$157.25
ACCOUNTS PAYABLE CHECKS – Check #71617-71726 (12/30/2021)	\$85,750.31
Total Checks Written	\$147,066.46

Potter County Fiscal Summary – 12/17/2021

<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 Checks	5000			\$178.27
10	Payroll – Direct Deposit	2901-2999			\$94,667.61
10	General Fund – Accounts Payable	137954-138020; 138021-138027			\$214,082.79
10	General Funds – A/P Manual Checks	1			\$134,653.02
11	LEPC – Local Emergency Planning	2862-2864			\$139.17
14	Liquid Fuels	1598			\$5,563.18
16	911 Fund	3286-3292			\$5,930.26
18	Automation Fund (Civil)	137975			\$1,104.34

34	V.O.J.O.	137981			\$180.00
35	Victim Services/RASA	137981			\$1,080.00
37	Triple Divide Water Monitoring	138016			\$106.24
38	Divorce Fund	137991			\$200,000.00
56	COVID Local Fiscal Recovery	137955;137986; 137989; 138011			\$30,525.12
61	Employee Wellness Initiative	137955			\$3,899.17

Potter County Fiscal Summary – Special Run - 12/22/2021

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	24146			\$1,058.85

PUBLIC COMMENT:

NEXT MEETING: Reorganizational Salary Board Meeting
Tuesday, January 4, 2022 @ 11 a.m.

Regular Board of Commissioners Meeting
Thursday, January 13, 2022 @ 11 a.m.

ADJOURNMENT

Prepared by Danielle Gietler