

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

July 11, 2024

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – June 27, 2024

NEW BUSINESS

Resignation – Ellen Russell from position on the Potter County Housing Authority and Potter County Redevelopment Authority Effective June 27, 2024.

CONTRACTS AND AGREEMENTS

Service Agreement – Gannett Fleming, Inc. for 2024 annual North Fork Dam Inspection. Annual cost of \$3,700.00.

Maintenance Agreement Renewal – Linstar for software maintenance of the door-locking system at the Gunzburger Building, yearly cost of \$850.00. Term of July 1, 2024 to June 30, 2025.

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>23/24</u>	<u>24/25</u>
■ Aging (07/01/2024 - 06/30/2025)		
<i>Barbra Bush, Contractor</i>		
PA-Medi Assistant	\$25.00 per hour	No Change
Care Management	Plus Expenses	
<i>Mary Jones, Senior Center Contractor</i>		
Oswayo Valley Senior Center Operator	\$16.00 per hour	No Change
<i>Barbra Kiel, Contractor</i>		
Substitute Senior Center Manager	\$14.75 per hour	No Change
<i>Bonnie Murphy, Contractor</i>		
Substitute Senior Center Manager	\$13.00 per hour	No Change
<i>Charlotte Schweigart, Contractor</i>		
Substitute Senior Center Manager	\$13.00 per hour	No Change
<i>Betty Tomak, Contractor</i>		
Substitute Senior Center Manager	\$15.00 per hour	No Change
<i>Debra Traub, Contractor</i>		
Substitute Senior Center Manager	\$13.00 per hour	No Change
■ Drug and Alcohol (07/01/2024 - 06/30/2025)		
<i>Crossroads Counseling; Facility Number #597027</i>		
Drug and Alcohol Treatment, Outpatient Treatment, Group, Intensive Outpatient, Medication Assisted Treatment		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
#597027 Outpatient Treatment	\$95.00 per hour	No Change
Group	\$66.00 per hour	No Change
Intensive Outpatient	\$89.00 per session	No Change
Intensive Outpatient Group	\$11.00 per 15 min	No Change
MAT Medical Evaluation	\$250.00 per visit	No Change
Bup. Induction	\$286.00 per visit	No Change
Bup. Maintenance	\$106.50 per visit	No Change
Vivitrol Induction	\$286.00 per visit	No Change
Vivitrol Maintenance	\$106.50 per visit	No Change
MAT Nurse Visit	\$50.00 per visit	No Change

<u>Endless Mountain; Facility Numbers #107036 and #087030</u>		
Drug and Alcohol Treatment - Inpatient, Halfway House: Levels 3.7WM, 3.5, and 3.1		
Description	Prior Cost	Current Cost
Level 3.7 WM	N/A	\$417.00 per day
Level 3.5	N/A	\$265.00 per day
<u>Esper Center; Facility Number 25708</u>		
Drug and Alcohol Treatment - Methadone Treatment		
Description	Prior Cost	Current Cost
#257058 Daily Dose of Methadone/Counseling	\$92.00 per week	No Change
Annual Physical	\$100.00 per year	No Change
Annual Blood Work	\$50.00 per year	No Change
<u>Katie Taylor; Independent Prevention Contractor</u>		
Prevention Services	\$42,400 per year	\$44,100
Milage Reimbursement	\$0.655	\$0.67
■ Early Intervention (07/01/2024 - 06/30/2025)		
<u>Seneca Highland IU-9</u>		
Hearing and Vision Services	\$164.80 per hour	No Change
IFSP Teaming Special Instruction	\$164.80 per hour	No Change
■ Intellectual Disabilities (07/01/2024 - 06/30/2025)		
<u>Community Services of Venango County</u>		
IMQ4 Consumer Surveys	\$650.00 per survey	\$706.00 per survey
<u>Health Ride Plus</u>		
Transportation Zone 1	\$32.14 per trip	\$35.32 per trip
Transportation Zone 2	\$38.14 per trip	\$63.69 per trip
Transportation Zone 3	\$48.77 per trip	\$72.65 per trip
<u>Daniel Keysor</u>		
Evaluations to Determine Eligibility	\$300.00	\$300

TRAINING REQUESTS

Kathy Wagner and Sherri Lamer, Auditors – PA State Auditors Convention; October 6 – 10, 2024 in New Milford, PA. Requesting registration; lodging; mileage; meals; parking & tolls.

John Northeimer, Corrections Officer – Train the Trainer Staff Training; July 23 – 25, 2024 in Elizabethtown, PA. Requesting lodging & mileage.

PERSONNEL

New Hire: Judge Minor has hired Michael Preston as a Legal Intern effective June 17, 2024 through July 26, 2024.

Resignation: Aaron Thompson; Part Time Correction Officer is resigning his position effective June 25, 2024.

Resignation: Christopher Tuttle; Part Time Correction Officer is resigning his position effective July 7, 2024.

Resignation: Shayleen Tucker; Drug and Alcohol Case Management Specialist Trainee is resigning her position effective August 8, 2024.

Resignation: Larae Franklin; Van Driver is resigning her position effective June 28, 2024.

LIQUID FUELS TAX REQUESTS None

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary – 06/28/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll Checks	5012			\$480.94

10	Payroll - Direct Deposit	10727-10756;10757-10854			\$113,419.42
10	General Fund - Accounts Payable	145289-145359	145,077	\$980.00	\$623,281.17
10	General Fund - A/P Manual Checks	180-181			\$157,192.41
11	LEPC - Local Emergency Planning	3106			\$318.95
14	Liquid Fuels	1803			\$1,617.72
15	North Fork Dam	145349			\$30.31
16	911 Fund	3744-3751			\$4,384.64
17	Saulter Preserve	145349			\$42.07
34	V.O.J.O.	145306;145336;145345			\$319.47
35	Victim Services/RASA	145306;145345			\$1,100.81
38	Divorce Fund	145345			\$111.31

Potter County Fiscal Summary – 07/01/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund - Accounts Payable	145360-145378			\$143,972.39
10	General Fund - A/P Manual Checks	182			\$35.00
11	LEPC - Local Emergency Planning	3107-3108			\$718.90
16	911 Fund	3752-3753			\$408.76
20	Supervision Fees (County) (CO)	145376			\$141.31
34	V.O.J.O.	145361			\$7.95
35	Victim Services/RASA	145361			\$47.70

Potter County Human Services Fiscal Summary (06//2024)

PAYROLL AUTOMATIC DEPOSITS	\$39,891.05
PAYROLL TAX TRANSFERS (EFTPS)	\$11,883.79
STATE TAX WITHHOLDINGS (ETIDES)	\$1,730.68
PAUC	\$40.10
Local W/H	\$563.77
Paytime P/R Charge	\$459.20
ACCOUNTS PAYABLE CHECKS – Check #78608-78609	\$637.58
ACCOUNTS PAYABLE CHECKS – Check #78610-78704	\$158,591.57
Total Checks Written	\$213,797.74

NEXT MEETING: July 25, 2024

ADJOURNMENT

Prepared by Paige Barroqueiro