

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

July 3, 2019

**CALL TO ORDER** Commissioner Morley called the meeting to order at 11:02 a.m.

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL** Commissioner Susan Kefover, Commissioner Paul Heimel, Commissioner Doug Morley, Chief Clerk Kathleen Majot, Recording Secretary Danielle Gietler, all present.

**PUBLIC COMMENT**

**MINUTES – June 20, 2019 ~ Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**NEW BUSINESS**

Received bid from ES & S for new state-mandated election voting machine, at a cost of \$354,926. Commissioners pointed out that there is some federal and state funding to offset the cost. Commissioner Morley noted that the county was fortunate to have built a cash reserve over recent years and will be able to cover its share of the total cost. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Received bid from Austin Locksmithing for the Potter County Human Services Security System at a cost of \$23,671. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

District Attorney Andy Watson explained the reasoning behind his request for funding to contract with Jake Rothermel in the capacity of County Detective, under provisions of the Pennsylvania County Code, for a six-month trial period from July 1 through December 31. Terms are a 40-hour work week with no benefits, contracted for a flat \$17,500. ~ **Action~** Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Resolution #6 of 2019 – Change in Sylvania Township polling place from 1154 Costello Road to Austin-Costello Sportsmen’s Club, 2280 First Fork Road. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Appointment of Kathy Derrick to the Aging Advisory Council for a three-year term, effective June 2019 through June 2022. ~ **Action~** Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Re-appointment of Lora Cope to the Aging Advisory Council for a three-year term, effective February 2019 through February 2022. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**CONTRACTS AND AGREEMENTS**

Contract renewal with John Rotello for the maintenance of the 911 generators, annual cost of \$7,800.00, effective July 1, 2019 to June 30, 2020. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**PCHS CONTRACTS AND AGREEMENTS**                      18/19                      19/20

■ Aging – 07/01/19 to 06/30/2020

Health Ride Plus

Transportation    Flat rate first 10 mi. \$22.50                      No Change  
Over 10 mi. \$1.25/mi.

Pauline Goochee, RN Community Health Nurse

Assessment, Case Consultation, Medication Management, Health and Wellness Activities                      \$27.00/hr.                      No Change

■ **Coordinated Services – 07/01/19 to 06/30/2020**

Carlos Barroqueiro Transportation \$1.75/Loaded Mi. No Change

■ **Drug and Alcohol – 07/01/19 to 06/30/2020**

Esper Center – Facility #257058

Daily Dose of Methadone/Counseling \$92.00/week No Change  
 Annual Physical \$100.00 No Change  
 Annual Blood Work \$100.00 No Change

Alcohol and Drug Abuse Services

Recovery Support Services \$22,000 up to \$40,000

Gaudenzia, Erie, Inc. Facility #257046

Halfway House Women with Children \$140.00/day \$156.00/day

Gaudenzia, Erie, Inc. Facility #257048

Halfway House – Adult Male Only \$107.00/day \$112.00/day

Gaudenzia, Erie, Inc. Facility#251086

Non-Hospital Detox – Adult \$333.00/day \$350.00/day  
 Short Term (-42 days) Adult \$192.00/day \$202.00/day  
 Short Term (-42 days) Adult Co-occurring \$304.00/day \$319.00/day  
 Long Term (90+ days) Adult \$140.00/day \$147.00/day  
 Long Term (90+ days) Co-occurring \$192.00/day \$202.00/day

Gaudenzia, Erie, Inc. Facility #257087

Long Term (Erie house of Healing) \$256.00/day \$269.00/day

Gaudenzia Harrisburg

Gaudenzia Kindred House Facility #157039

Long Term Women with Children \$253.00/day No Change

Turning Point

Inpatient Non-hospital treatment  
 Short Term (men) \$192.00/day \$206.00/day  
 Inpatient Non-hospital treatment  
 Long term (men) \$143.00/day \$160.00/day  
 Inpatient non-hospital treatment  
 Detox (men and women) \$257.00/day No Change  
 In patient non-hospital treatment  
 Short term (women) \$206.00/day No Change  
 Inpatient non-hospital treatment  
 Long term (women) \$160.00/day No Change

■ **Mental Health – 07/01/19 to 06/30/2020**

Clarion Psychiatric Center

Short Term Inpatient Hospital Stay Authorized MA rate No Change

Penn Highlands Elk

Short-term inpatient hospital stay Authorized MA rate

Erin Andrews

Act 143 Designee Agreement/Independent Contractor

Monday through Thursday \$ 70.00 No Change  
 Friday \$100.00 “  
 Saturday & Sunday \$140.00 “  
 Holiday \$140.00 “

■ **Children & Youth – 07/01/19 to 06/30/2020**

Leon Kaple

Independent Living Contractor \$33,000.00 No Change

■ **Early Intervention – 07/01/19 to 06/30/2020**

Elizabeth Costello

Speech Pathology	\$31.76/15 mins.	No Change
Evaluation Speech Pathology	\$229.90/eval.	No Change

■ **Intellectual Disability**

Goodwill Industries - 07/01/18 to 06/30/2019 (Retro)

Small Group Employment (Level 3)	\$12.05/unit	No Change
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Goodwill Industries - 07/01/19 to 06/30/2020

Small Group Employment (Level 3)	\$12.05/unit	No Change
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~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**TRAINING REQUESTS**

--Danielle Gietler & Jessica Giebel – Administration Office – 2019 SCHRPP Conference, State College, Pa. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Jake Ostrom – Chief Assessor – AAP Board Meeting, Harrisburg. Expenses paid by AAP. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Thomas Patterson – PCHS – Chapter 3800, Grove City, Pa. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Teresa Ostrom – PCHS – CYS - Module 4: Charting the Course, Wellsboro ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Colleen Wilber – PCHS – Drug & Alcohol – Cocaine, Meth & Stimulant Summit, Miami, Fla. Approved by PCHS Administrator Jim Kockler. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

**PERSONNEL**

Sheriff/Warden Glenn Drake has hired Eric Barnhart as a part-time Corrections Officer at the Potter County Jail, effective June 17, 2019. ~ **Action**~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Jennifer Rossman has resigned her position as Director of Community Development, effective July 26, 2019, to accept another position. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

**COMMISSIONERS' REPORTS**

Commissioner Kefover reported on the Northern Pennsylvania Tri-County Comprehensive Plan public meeting held in Port Allegany. It was attended by 57 people from Potter, McKean and Cameron counties; 14 from Potter. Each county has its separate section of the broader plan. Approximately 2,500 responses were received from an online survey seeking public input; 780 of those were from Potter County.

Commissioner Morley reported that Tri-Co Connections met at the Gunzburger Building with contractors and engineers, as part of the groundwork for construction of its regional high-speed internet (broadband) network. The work has begun in Potter County, which will be the first area to receive service. Tri-County and other entities will be looking into expansion of broadband beyond the cooperative's service area.

**BILLS**

**Potter County Human Services Fiscal Summary**

PAYROLL CHECKS – N/A	
PAYROLL AUTOMATIC DEPOSITS	\$51,680.12

PAYROLL TAX TRANSFERS (EFTPS)	17,449.49
STATE TAX WITHHOLDINGS (ETIDES)	2,325.90
ACCOUNTS PAYABLE CHECKS – Check # 65136 6/21/19	\$222.75
ACCOUNTS PAYABLE CHECKS – Check #65137 6/24/19	\$500.00
ACCOUNTS PAYABLE CHECKS – Check #65138-65259	\$134,491.60
<b>Total Checks Written</b>	<b>\$206,669.86</b>

~ Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**Potter County Courthouse Special Run – 06/26/2019**

<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	130213			\$37,570.40

~ Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

**Potter County Fiscal Summary – 07/05/2019**

<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	85197			\$626.56
10	Payroll-Direct Deposit	9028453-9028553			\$91,606.24
10	General Fund - Accounts Payable	130214-130309	130135	\$42.40	\$212,684.39
10	General Fund – A/P Manual Checks	907051970-907051974			\$129,562.26
11	LEPC	2649-2653			\$4,471.80
13	Retirement	17903			\$13.12
14	Liquid Fuels	1533-1534			\$5,281.65
16	911 Fund	2865-2870			\$19,149.23
34	V.O.J.O.	130310-130311			\$268.05
35	Victim Services/RASA	130312-130313			\$6,362.81
59	Victim Impact Panel	130314			\$150.00
64	Gas Well Impact	130315			\$15,473.00

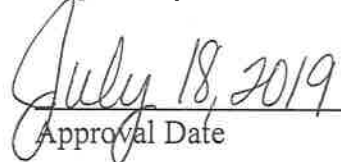
~ Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**NEXT MEETING:** July 18, 2019 (Retirement Board Meeting at 11 am will precede the Board of Commissioners meeting.)

**ADJOURNMENT** Commissioner Kefover moved to adjourn. Commissioner Heimel seconded. Kefover yes; Heimel yes; Morley yes.

  
 Potter County Executive Secretary

Prepared by Danielle Gietler

  
 Approval Date

**COUNTY OF POTTER  
VOTER REGISTRATION/ELECTIONS**

1 N. Main St  
Suite 204  
Coudersport, Pennsylvania 16915

*Commissioners*

Douglas C. Morley, Chairman  
Paul W. Heimel  
Susan S. Kefover

*Director*

Sandra D. Lewis  
slewis@pottercountypa.net  
Telephone: (814) 274-8467  
Fax: (814) 274-7395

*Solicitor*

Thomas R. Shaffer

**RESOLUTION #6 - 2019**

**CHANGE IN POLLING PLACE FOR  
SYLVANIA TOWNSHIP**

**WHEREAS**, the polling place for Sylvania Township Voting District was located at 1154 Costello Rd, Austin, Pennsylvania; and

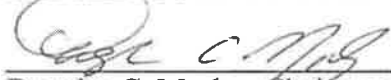
**WHEREAS**, the Sylvania Township Voting District has been re-established to the location of the Austin Costello Sportsmen Club, 2280 First Fork Rd, Austin, Pennsylvania; and

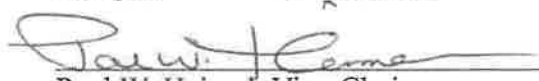
**WHEREAS**, the Potter County Board of Elections, has the authority to designate polling places per County Code 25 P.S.2726, Election Code.

**NOW THEREFORE, LET IT BE RESOLVED, THAT** the Board of Potter County Commissioners, does support the re-locating of the Sylvania Township Voting District, commencing with the Municipal Election to be held on Tuesday, November 5, 2019.

**DULY ADOPTED** at the regular meeting of Potter County this July 3, 2019.

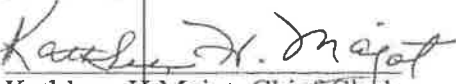
**POTTER COUNTY COMMISSIONERS**

  
\_\_\_\_\_  
Douglas C. Morley, Chairman

  
\_\_\_\_\_  
Paul W. Heimel, Vice-Chairman

  
\_\_\_\_\_  
Susan S. Kefover, Commissioner

ATTEST:

  
\_\_\_\_\_  
Kathleen H. Majot, Chief Clerk