

~ Minutes ~

**POTTER COUNTY COMMISSIONERS MEETING**

**February 27, 2020**

**CALL TO ORDER** Commissioner Grupp called the meeting to order at 11:02 am.

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL** Commissioner Barry Hayman, Commissioner Paul Heimel, Commissioner Nancy Grupp, Recording Secretary Danielle Gietler, Chief Clerk Jessica Giebel, all present.

**PUBLIC COMMENT**

**MINUTES** – January 30, 2020 ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes. Comm. Heimel abstained

February 13, 2020 ~Action~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes. Comm. Heimel yes; Hayman abstained

**NEW BUSINESS**

Confidential Settlement & Release Agreement ~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Resolution #3 of 2020 – Signatory Authority regarding documents related to PEMA ~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Request for \$350 to cover expenses of annual EMA Weather Exercise. ~Action~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

**CONTRACTS AND AGREEMENTS**

Agreement renewal with KOS, Inc. for maintenance services of the copier in the Potter County Judge's Chambers at an annual rate of \$290.00, Jan. 10, 2020 to Jan. 10, 2021. ~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Grant Agreement – Pa. Emergency Management Agency for 9-1-1 Statewide interconnectivity funding for the NorthCom Microwave Project, Jan. 1, 2020 to Dec. 31, 2020. ~Action~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

EMA Council Memorandum Agreement from February 11, 2020 and will automatically renew with each grant funding period. ~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Intergovernmental Cooperative Agreement from February 11, 2020 adding Montour and Northumberland Counties. ~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Agreement with Community Foundation for the Twin Tiers for the rental of cubicle in Gunzburger Building, nominal monthly rent of \$1.00, effective Feb. 20, 2020. ~Action~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

**PCHS CONTRACTS AND AGREEMENTS**

**18/19**

**19/20**

**Aging (07/01/19 to 06/30/20)**

Cole Care

PERS	\$30.00/mo.	No Change
Med Dispenser	\$45.00/mo.	No Change
PERS 2 necklace Unit	\$45.00/mo.	No Change

**COMMISSIONERS' REPORTS**

Commissioner Hayman reported that the Planning/GIS Department is working with the Conservation District on Phase III of the Chesapeake Bay Watershed Implementation Plan. He also announced that the county is providing office space in the Gunzburger Building for the Community Foundation for the Twin Tiers.

Commissioner Heimel announced that he will be attending a meeting of the National Justice and Public Safety Committee in Washington, D.C., which he serves as chair of the Court & Corrections Subcommittee. Topics to be covered include many that are relevant to the county's criminal justice system – re-entry services for inmates, pre-trial diversion and mental health/addiction treatment options.

Commissioner Grupp said she's hopeful new criminal justice initiatives will reduce costs to Potter County, which have risen as repeat offenders cycle in and out of the jail at considerable expenses. She also announced that the Project 2025 Steering Committee is hosting a Small Business/Entrepreneurship Workshop on March 12 to connect business owners and prospective business owners with helpful resources.

**BILLS**

**Potter County Human Services Fiscal Summary**

PAYROLL AUTOMATIC DEPOSITS	\$52,217.05
PAYROLL TAX TRANSFERS (EFTPS)	\$15,489.21
STATE TAX WITHHOLDINGS (ETIDES)	\$2,289.50
ACCOUNTS PAYABLE CHECKS – Check #67037-67153 (2/27/2020)	\$144,538.36
<b>Total Checks Written</b>	<b>\$214,534.12</b>

~Action~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

**Potter County Special Run: 02/19/2020**

<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 – A/P	132236			\$675.00

~Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

**Potter County Special Run: 02/25/2020**

<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 – A/P	132237			\$15.00
51	Capital Projects Fund	132238			\$50,000.00

~Action~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

**Potter County Fiscal Summary – 02/28/2020**

<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	85251-85252			\$1,225.32
10	Payroll-Direct Deposit	9030304-9030402			\$94,100.50



Established  
1804

## County of Potter Board of Commissioners

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Nancy J. Grupp, Chair  
Paul W. Heimel, Commissioner  
Barry Hayman, Commissioner

Jessica M. Giebel, Chief Clerk  
Thomas R. Shaffer, Solicitor

### RESOLUTION # 3 of 2020 Potter County, Pennsylvania

#### SIGNATORY AUTHORITY

BE IT RESOLVED AND IT IS HEREBY RESOLVED that the Potter County Board of Commissioners do hereby authorize Nancy J. Grupp, Chair, as their designated representative to electronically sign, submit, and complete any documents related to the Pennsylvania Emergency Management Agency (PEMA) administered grant funding.

Adopted by the Potter County Board of Commissioners at the regular meeting of February 27, 2020.

#### POTTER COUNTY COMMISSIONERS

  
Nancy J. Grupp, Chair

  
Paul W. Heimel, Vice-Chairman

  
Barry Hayman, Commissioner

ATTEST:

  
Jessica M. Giebel, Chief Clerk