

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

AUGUST 2, 2018

CALL TO ORDER Commissioner Morley called the meeting to order at 12:21 p.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 - None

MINUTES – July 19, 2018~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Adoption of Ordinance No. 1 of 2018 for 911 System Upgrade financing plan. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

A lone bid for stairway repair and ramp installation at Potter County Jail was opened. Miller & Richards Masonry Inc. proposes to perform the contracted work for \$27,945. ~**Action**~ Comm. Kefover request to accept bid, pending affirmation from Maintenance Director Joe Kurtz. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CONTRACTS AND AGREEMENTS

Contract renewal for the Community Development Block Grant (CDBG) for the water/sewage project in the amount of \$213,625, term from 03/16/2018 to 03/20/2022. ~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Contract renewal for UGI Energy Services, LLC, for bulk advance purchase of natural gas, term from April 2019 to October 2020. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS **17/18** **18/19**

■ **Children & Youth - 07/01/18 to 06/30/19**

Children's Advocacy Center of McKean County

Forensic Interviewing for CPS Investigations \$300./interview No Change

Center Counties Youth Center

Severe Detention Services for Probation Youth \$260./diem \$270./diem

Concern

Residential/Community Treatment for Dependent/Delinquent Youth

Intensive Foster Care (ages 0-11)	\$89.98/diem	\$85.93/diem
Intensive Foster Care (ages 12+)	\$94.68/diem	No Change
Intermediate Foster Care (ages 0-11)	\$68.22/diem	No Change
Intermediate Foster Care (ages 12+)	\$76.96/diem	No Change
Traditional Foster Care (ages 0-18)	\$40.08/diem	No Change

■ **PCHS - 07/18/18 to 07/18/19**

Karpinski's Office Systems

Maintenance Agreement – Copier IR2525 \$360./yr. No Change

■ **Drug & Alcohol – 07/01/18 to 06/30/2019**

Cove Forge

077009 IP NH Residential Short-Term	\$186.00	\$197.00
077009 IP NH Detox	\$224.00	\$248.00
077099 NH Residential Short-Term Co-Occurring	\$262.00	\$278.00
117047 Halfway House	\$94.00	\$97.00

White Deer Run

Treatment Facility #601031

Inpatient Non-Hospital Treatment

Co-Occurring Adult \$240./day \$241./day

Detox Adult \$249./day \$253./day

Inpatient Non-Hospital Treatment Adults \$200./day \$206./day

Gaudenzia

Gaudenzia, Erie, Inc. Facility #257046

Halfway House woman w/children (new contract) N/A \$140./day

Gaudenzia, Erie, Inc. Facility #257048

Halfway House adult male only \$102./day \$107./day

Gaudenzia, Erie, Inc. Facility #251086

Non-Hospital Detox adult \$318./day \$333./day

Short Term (-42 days) adult \$183./day \$192./day

Short Term (-42 days) adult co-occurring \$290./day \$304./day

Long Term (90+ days) adult \$133./day \$140./day

Long Term (90+ days) co-occurring (new contract) N/A \$192./day

Gaudenzia, Erie, Inc. Facility #257087

Long Term (Erie House of Healing) (new contract) N/A \$256./day

■ **Coordinated Services – 07/01/18 to 06/30/2019**

Area Transportation Authority (ATA)

Transportation to provide shared ride for individuals 65+ Reimbursed by MATP

Sweden Valley Manor

Transportation \$2.15/loaded mi. \$2.15/loaded mi.

■ **Intellectual Disability – 07/01/18 to 06/30/2019**

The Arc of Crawford County

Administrative Fee \$125./mo. \$231.21/mo.

Base Services not Otherwise Specified \$88/unit-\$120/unit No Change

In-Home Community Supports w/Benefits \$5.53/unit \$5.74/unit

In-Home Community Supports w/o Benefits \$4.91/unit \$5.11/unit

Companion Services with Benefits \$4.54/unit No Change

Companion Services w/o Benefits \$3.92/unit No Change

■ **Early Intervention – 07/01/18 to 06/30/2019**

The Guidance Center

Evaluation Occupation Therapy \$31.76/15 mins. No Change

Occupational Therapy \$31.76/15 mins. No Change

IFSP Team Occupations Therapy \$31.76/15 mins. No Change

Evaluation Special Instructions \$27.99/15 mins. No Change

Speech Pathology \$27.99/15 mins. No Change

IFSP Team Special Instruction \$27.99/15 mins. No Change

Special Instruction-Behavioral \$27.99/15 mins. No Change

■ **Mental Health – 07/01/18 to 06/30/2019**

James Boothy – DCORT Primary Coordinator

Mileage, lodging, meals & registration fees N/A No Change

For mandatory training as required by PEMA or FEMA

Beacon Light Behavioral Health Systems

Peer Specialist Support Services \$15./15 mins. to max. of \$5,000. \$17.50/15 mins. to max. of \$5,000.

Enhanced Respite Services \$95.28/day of service not to exceed 24 days per mo. unless ext. is approved. \$96.10/day of service. not to exceed 24 days per mo. unless ext. is approved

Emergency Shelter Services	\$192.01/day of service Not to exceed 24 days per mo. unless ext. is approved.	\$193.55/day of srvs. not to exceed 24 days per mo. unless ext. is approved.
Mental Health Medication Management Service – Face to Face	\$25./1/4 hr. up to a max. of \$30,000	\$30./1/4 hr. up to max of \$30,000

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

TRAINING REQUESTS

--Anita Mead – Victims’ Services – New Pieces to the Restitution Puzzle, Camp Hill, Pa. Requests registration, hotel, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Jeanette Stuckey, Pauline Kleintop and Michele Gledhill – Auditors – Annual Convention, Indiana, Pa. Requests registration, hotel, meal package, meals and mileage. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Chesney Mulaski & McKayla Cochran – PCHS – Agency Appreciation Conference, Hershey, Pa. Requests Registration, hotel, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Chris Koech, Isaac Musser & Ken Hoffman – PCHS – Near-Fatality Update Meeting, Butler, Pa.. Requesting meals. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Glenn Drake has terminated employment of Jeremy Barnard, part-time corrections officer, effective July 18, 2018. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

District Judge Christopher Kalacinski has hired Irene Douglass as part-time secretary/clerk in the Galeton District Justice Office effective Aug. 6, 2018. ~Action~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Kathy Schroeder has hired Ashley Gledhill as full-time deputy II in the Prothonotary/Clerk of Courts effective Aug. 6, 2018. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CHIEF CLERK REPORT - None

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS’ REPORTS

Commissioner Kefover reported that she attended Human Service Advisory Council meeting where Joy Glassmire, director of Potter County Children & Youth Services, spoke. She’ll be invited to speak at a public meeting of the Commissioners. Comm. Kefover attended the Pennsylvania Downtown Center Board of Directors meeting. Bill Fontana, Executive Director will work with Commissioner Kefover develop assistant specifically for rural communities desiring to enhance their downtown districts.

Commissioner Heimel reported that the Potter County Veterans Service Committee will participate in the dedication of the U.S. Navy Commander Philip F. Palmatier Jr. Memorial Bridge at 2 pm Saturday, Aug. 18, on Avenue A in north Coudersport.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – Check# 1229	\$1,855.54
PAYROLL AUTOMATIC DEPOSITS	\$51,412.00
PAYROLL TAX TRANSFERS (EFTPS)	\$17,709.21
STATE TAX WITHHOLDINGS (ETIDES)	\$2,385.42
ACCOUNTS PAYABLE CHECKS – Check #62427-62548	\$161,498.56
Total Checks Written	\$234,860.73

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

Potter County Fiscal Summary –

<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	85090-85095			\$3,243.35
10	Payroll-Direct Deposit	9025874-9025973			\$94,853.96
10	General Fund - Accounts Payable	127297-127395	127234	\$190.00	\$198,277.70
10	General Fund – A/P Manual Checks	999122; 908031876-908031880			\$137,782.06
11	LEPC	2567-2568			\$320.57
14	Liquid Fuels	1511			\$5,129.49
16	911 Fund	2728-2730			\$5,322.06
28	Domestic Relations IV-D	1007-1008			\$31,738.00
34	V.O.J.O.	127396			\$610.05
35	Victim Services	127397-127399			\$1,223.61
61	Employee Wellness Initiative	127400			\$14.97

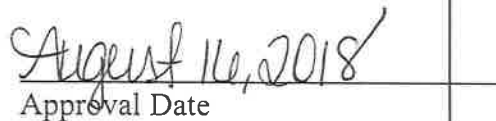
~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEXT MEETING: August 16, 2018

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

Prepared by Danielle Gietler


Potter County Executive Secretary


Approval Date