

~ Minutes~

POTTER COUNTY COMMISSIONERS MEETING

April 9, 2019

CALL TO ORDER Commissioner Morley called the meeting to order at 11:03 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 – March 28, 2019 ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEW BUSINESS

Proclamation of April 7-13, 2019 as National Library Week. Local library representatives Teri McDowell (Coudersport) and Shelley Jones (Genesee) attended the meeting to update the commissioners on their expanded services as well as trends in the use of libraries in the county. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Service agreements with 3D Facility Services for 2019 maintenance contracts for services at the Courthouse, Human Services, Gunzburger Building and Emergency Management Building, April 1, 2019 through March 30, 2022. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Agreement renewal with KOS Inc. for maintenance services on the copier in the Treasurer’s office; April 17, 2019 to April 17, 2020. ~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

■ **Aging – 04/01/19 to 06/30/2020**

Steve Weeks, Experience Works, Senior Corps. RSVP

School/Community Outreach Service

No Cost

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

■ **Mental Health – 04/20/19 to 06/20/2019**

Cost

Chris Herren – Herren Talks

School/Community Outreach Service

\$18,051.93 (from grant)

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

TRAINING REQUESTS

--Jackie Murray & Brian Abel- Probation – Sentencing and Sentencing Guidelines, Harrisburg, Pa. Registration, mileage and meals. ~**Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Barbara Busch – PCHS – Ombudsman Manager Training, Harrisburg, Pa. Lodging, mileage and meals. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Tom Patterson, Andrea Scaggs & Judge Stephen Minor – PCHS – Pa. Courts Children’s Summit, Seven Springs, Pa. Lodging, mileage and meals. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Susanne Boucher – PCHS Aging – 2019 Knowledge is Sharing Session for SAMS Admin. Conf. Gettysburg, Pa.; Guardianship Meeting, Harrisburg; Lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

--Judge Stephen Minor, Brian Abel, Derick Morey, Walter Stenhach, Andy Watson, Colleen Wilber, Crystal Thomas & Darlene Manning – Probation/Judicial All Rise 2019 National Drug Court Conference, National Harbor, Md. Registration, lodging, mileage, meals, parking & tolls. (paid through AOPC Grant) ~ Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

--Barb Kiel – PCHS – Pa. Association of Senior Center Regional Meeting, Erie, Pa. Lodging, mileage and meals. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

PERSONNEL

CHIEF CLERK REPORT

Applications for 2019 Liquid Fuels Tax funds from Austin Borough, \$1,351.77, and Stewardson Township, \$634.93. ~ Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Kefover discussed a communication from Geffrey Domowicz, Northwest Pa. Regional Program Director for the American Red Cross, who commended the Potter County DES Team participating in an emergency weather training mock disaster for its preparedness and diligence. She also reported on her attendance at a recent Pa. Governor’s Rural Advisory Council meeting, during which there was recognition of the growing need of more citizens to run for local government offices. Many present municipal leaders are over 60 years of age and many races are not challenged by any other candidates.

Commissioner Heibel presented an update on Potter County’s participation in the National Stepping Up Initiative. The county is committed to improving the outcomes for offenders with mental illness who are involved in the criminal justice system. Three Potter County Criminal Justice Advisory Board members are attending a statewide conference in State College, while Commissioner Heibel was chosen to participate in a national best practice training and peer-sharing workshop in Portland, Oregon.

Commissioner Morley pointed out that the Potter County Education Council is sponsoring several programs this month. Among them are a small business owners’ workshop in conjunction with the Clarion University Small Business Development Center on April 18 and an outdoor digital photography workshop on May 11 at Lyman Run State Park.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – N/A	0
PAYROLL AUTOMATIC DEPOSITS	\$53,531.96
PAYROLL TAX TRANSFERS (EFTPS)	\$17,887.11
STATE TAX WITHHOLDINGS (ETIDES)	\$2,370.13
ACCOUNTS PAYABLE CHECKS – Check #64453 4/1	\$931.10
ACCOUNTS PAYABLE CHECKS – Check #644454-64569 4/11	\$138,103.05
Total Checks Written	\$211,823.35

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

Potter County First of the Month – 04/01/2019

<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	129399	29302	\$127.60	\$3,208.05

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

Potter County First of the Month – 04/01/2019

<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	129401			\$96.57

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

Potter County Fiscal Summary – 04/12/2019

<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	85174-85176			\$2,008.99
10	Payroll-Direct Deposit	9027777-9027874			\$89,011.59
10	General Fund - Accounts Payable	129402-129492			\$238,633.88
10	General Fund – A/P Manual Checks	904121935-904121939			\$127,772.59
11	LEPC	2626-2630	2547	\$1,200.00	\$1,411.43
16	911 Fund	2832-2834			\$4,536.08
18	Automation Fund (Civil)	129493-129494			\$10,697.82
28	Domestic Relations IV-D	1014			\$31,010.00
34	V.O.J.O.	129495			\$623.00
35	Victim Services	129496			\$1,120.00
55	Phare Grant	129497			\$15,000.00
60	Hotel Excise Tax	129498-129499			\$1,329.35

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

NEXT MEETING: April 25, 2019

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



Established
1804

Douglas C. Morley, Chairman
Paul W. Heibel
Susan S. Kefover
Commissioners

County of Potter Board of Commissioners

One North Main Street, Suite 207
Coudersport, Pennsylvania 16915
Telephone: 814-274-8290 Fax: 814-274-8284
www.pottercountypa.net

Kathleen H. Majot
Chief Clerk

Thomas R. Shaffer
Solicitor

PROCLAMATION

National Library Week

April 7 – 13, 2019

WHEREAS, today's libraries are not just about books but what they do for and with people;

WHEREAS, libraries of all types are at the heart of cities, towns, schools and campuses;

WHEREAS, libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect;

WHEREAS, libraries and librarians build strong communities through transformative services, programs and expertise;

WHEREAS, libraries which promote the free exchange of information and ideas for all, are cornerstones of democracy;

WHEREAS, libraries promote civic engagement by keeping people informed and aware of community events and issues;

WHEREAS, librarians and library workers partner with other civic organizations to make sure their community's needs are being met;

WHEREAS, libraries and librarians empower their communities to make informed decisions by providing free access to information;

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

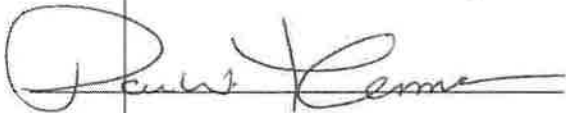
NOW THEREFORE, be it resolved that the Commissioners of Potter County, Pennsylvania do hereby proclaim *National Library Week, April 7-13, 2019*. We encourage all residents to visit the library this week and explore what's new at your library, and engage with your local librarians. Because of you, our Libraries Transform!

Given under our hands this 9th day of April, 2019.

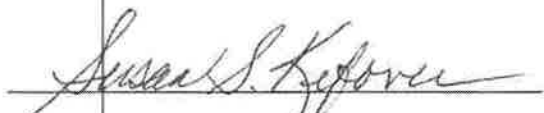
POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman

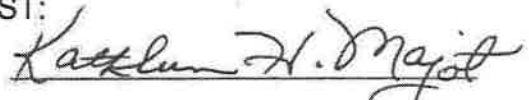


Paul W. Heimel, Commissioner



Susan S. Kefover, Commissioner

ATTEST:



Kathleen H. Majot, Chief Clerk