

~ Minutes ~

**POTTER COUNTY COMMISSIONERS MEETING**

**June 20, 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** – June 06, 2019 ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**NEW BUSINESS**

Potter County Planning Director Will Hunt provided an update on the Northern Pennsylvania Tri-County Comprehensive Plan. He pointed out that there has been a large volume of public input from the Potter/McKean/Cameron County project area, with a particularly high participation level from Potter County. Following a Steering Committee meeting on July 15, county planners will confer with the consultant to develop a draft that is made available for a final round of public comment over a 45-day period. Director Hunt said the final document should be ready for adoption by the three Boards of Commissioners in November. It will guide decision-makers for the 2020-29 decade.

Letter to townships and boroughs regarding development of municipal 911 addressing ordinances. The county is offering assistance to municipalities to meet national and state standards for addresses that are incorporated into 911 emergency dispatching databases. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**CONTRACTS AND AGREEMENTS**

Renewal of electricity pricing at \$0.05442, effective from June 12, 2019, through Dec. 3, 2020. These rates are guaranteed through this advance-purchasing agreement and protect the county against rate increases during the contract period. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Agreement renewal with Linstar for the Gunzburger Building door lock system, effective July 1, 2019, through June 30, 2020. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Renewal of contract with Sarah Seeley for cleaning services in the Coudersport District Judge Office, effective June 3, 2019 – June 2, 2020. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**PCHS CONTRACTS AND AGREEMENTS**

■ **Agging – 07/01/19 to 06/30/2020**

Automated Security Alert Inc.

	<u>18/19</u>	<u>19/20</u>
Emergency Response Systems (PERS)		No Change
And Medication Dispensers		
	PERS Monthly Fee	\$29.50
	Cellular PERS Mo. Fee	\$41.50
	Medication Dispenser Mo. Fee	\$50.00
	Cellular Med. Dispenser Mo. Fee	\$50.00
	Mobile PERS Mo. Fee	\$34.95
	Mobile PERS Replacement Fee	\$199.00

Helpmates, Inc.

In Home Services	\$18.05/hr.	\$18.42/hr.
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Joseph Cama, M.D.  
 Protective Service Physician Consult, \$120.00/hr. No Change  
 FED Assessments, MA-51's,  
 Provide written statements as needed,  
 Testimony as an expert witness in appeal cases,  
 Interact with consumer physician when needed,  
 Participate in case conferences, provides in-service  
 Training as necessary

Cora Roth  
 Galeton Senior Center Operator Substitute \$7.25/hr. No Change

Betty Tomak  
 Ulysses Senior Center Operator Substitute \$10.37/hr. No Change

Betty Nolan  
 Oswayo Valley Senior Center Operator Substitute \$7.25/hr. No Change

Critical Signal Technologies  
 PERS, Medication Dispenser, Cellular PERS  
 PERS \$22.00/mo. No Change  
 PERS Additional Pendant \$ 5.00/mo. No Change  
 Medication Dispenser \$30.00/mo. No Change  
 Cellular PERS \$30.00/mo. No Change  
 Fall Detection PERS \$30.00/mo. No Change  
 Cellular PERS w/Fall Detection \$38.00/mo. No Change  
 Mobile PERS \$36.00/mo. No Change  
 Mobile PERS w/Fall Detection \$44.00/mo. No Change

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

William Trimbur - Transportation \$2.15/LD mi. No Change

Sweden Valley Manor - Transportation \$2.15/LD mi. No Change

MATP - Transportation \$2.15/LD mi. No Change

Homeless Assistance - Transportation \$2.15/LD mi. No Change

HSDf - Transportation \$2.15/LD mi. No Change

Children and Youth - Transportation \$2.15/LD mi. No Change

Coordinated Services - Transportation \$2.15/LD mi. No Change

EFSP - Transportation \$2.15/LD mi. No Change

PCHS Coordinated Services - Transportation \$2.15/LD mi. No Change

PCHS Drug and Alcohol - Transportation \$2.15/LD mi. No Change

Transportation for Intellectual Disabilities \$2.15/LD mi. No Change

Transportation for Mental Health \$2.15/LD mi. No Change

■ **Drug and Alcohol – 06/01/19 to 12/31/2019**

Sage Action Consulting  
 Consulting Agreement Prevention Needs Assessment Consulting \$11,180.00  
 Breakdown: \$7,740 – Phase E  
 Assessing Community Resources \$3,440

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

Cove Forge

077009 IP NH Residential Long Term	\$197.00	\$206.00
077009 IP NH Detox	\$248.00	\$282.00
077099 IP NH Residential Short Term	\$278.00	\$281.00
Co-Occurring		

Alcohol and Drug Abuse Services Inc.

Inpatient Non-Hospital Short Term	\$202.00/day	No Change
Inpatient Non-Hospital Long Term	\$199.00/day	No Change
Assessments	\$ 80.00/unit	No Change
Outpatient Counseling	\$ 95.00/hr.	No Change
Group Counseling	\$ 47.50/hr.	No Change
Intensive Outpatient Counseling	\$135.00/day	No Change
Prevention Services	\$ 82.00/hr.	No Change
Case Coordination	\$ 20.00/15 mins.	No Change
Intervention/Student Assistance	\$ 78.00/hr.	No Change
SAP Maintenance	\$400.00/session	No Change

Harbor Counseling

Facility #597013

Partial Hospitalization-Adult/Adolescent	\$160.00/day	No Change
Outpatient treatment-Individual	\$100.00/hr.	No Change
Outpatient Treatment-Group	\$ 45.00/hr.	No Change
Intensive Outpatient Adult/Adolescent	\$140.00/day	No Change

Crossroads Counseling, Inc.

Facility #597027

Outpatient Treatment	\$95.00/hour	No Change
Group	\$66.00/hour	No Change
Intensive OP	New Service	\$89.00/session
Intensive OP Group	New Service	\$11.00/15 min
Partial	New Service	\$ 16.00/hr.
MAT Medical Eval.	New Service	\$250.00/visit
Bup. Induction	New Service	\$286.00/visit
Bup. Maintenance	New Service	\$106.50/visit
Vivitrol Induction	New Service	\$286.00/visit
Vivitrol Maintenance	New Service	\$106.50/visit
MAT Nurse Visit	New Service	\$ 50.00/visit

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

Seneca Highland IU9

Hearing & Vision Services		
Services Performed	N/A	\$160.00/hr.
Mileage	N/A	IRS Rate

CARE for Children

Evaluation Occupation Therapy	\$ 31.76/15 mins.	No Change
Occupational Therapy	\$ 31.76/15 mins.	No Change
IFSP Teaming Occupational Therapy	\$ 31.76/15 mins.	No Change
Evaluation Speech Pathology	\$229.90/eval.	No Change
Speech Pathology	\$ 31.76/15 mins.	No Change
Evaluation Special Instruction	\$ 27.99/15 mins.	No Change
Special Instruction	\$ 27.99/15 mins.	No Change
IFSP Teaming Special Instruction	\$ 27.99/15 mins.	No Change
Physical Therapy	\$ 31.76/15 mins.	No Change

■ **Mental Health**

Penny Miller, Ph.D. - 01/18/19 to 06/30/2019

Provided an evaluation for the appropriateness of an adoption within the C&Y agency	N/A	\$300.00/4 hr.
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■ **Mental Health - 07/01/19 – 06/30/2020**

Rick Kunselman

Act 143 Designee Agreement/Independent Contractor

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

Bonnie Miller

Independent Escort Contractor

Round trip, portal to portal less than 4 hours	\$ 70.00	No Change
Round trip, portal to portal 4 up to 8 hours	\$120.00	No Change
Round trip, portal to portal 8 hours and over	\$240.00	No Change

Mary Rotello

Independent Escort Contractor

Round Trip, portal to portal less than 4 hours	\$ 70.00	No Change
Round Trip, portal to portal 4 up to 8 hours	\$120.00	No Change
Round Trip, portal to portal 8 hours and over	\$240.00	No Change

Sheryl Hoffman

Independent Escort Contractor

Round Trip, portal to portal less than 4 hours	\$ 70.00	No Change
Round Trip, portal to portal 4 up to 8 hours	\$120.00	No Change
Round Trip, portal to portal 8 hours and over	\$240.00	No Change

Dawn Dovensky

Act 143 Designee Agreement – Independent Contractor

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

■ **Intellectual Disabilities - 07/01/19 – 06/30/2020**

Dickinson Center Inc.

Community Participation Support-community	\$4.45/unit	\$5.36/unit
Community Participation Support-facility	\$4.45/unit	\$4.01/unit
Community Participation Support-community1-1	New Service	\$9.84/unit
Community Participation Support-facility 1-1	New Service	\$9.52/unit
Companion Services (Level 2)	\$6.33/unit	No Change
In-Home Community Support (Level 2)	\$8.08/unit	No Change
Supported Employment-Job Support	\$17.75/unit	No Change
Small Group Employment Level 3	New Service	\$12.05/unit

■ **Potter County Human Services – 07/01/19 to 06/30/2020**

Karpinski's Office Systems

	\$.011/copy/mach.	No Change
IRC2230	\$.009/black copy	No Change
	\$.07/color copy	No Change
IRC3525	\$.007/black copy	New
	\$.065/color copy	New

(Includes parts, toner & labor for all machines listed on agreement)

Maintenance for typewriters, fax machines & printers	\$57.00/mach. plus, parts & supplies	No Change
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~ Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Casio & Harris EPN111130

**TRAINING REQUESTS**

--Sandra Lewis & Donna Sallade – Voter Registration/Elections – AEPCEP Conference, Philadelphia, Pa. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

--Colleen Wilber – PCHS Drug & Alcohol – PACDAA Meeting, State College, Pa. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

**PERSONNEL**

Warden Glenn Drake has terminated the employment of Kris Wieder as a part-time Corrections Officer at the Potter County Jail, effective June 11, 2019. ~ **Action**~ Comm. Heibel moved to acknowledge. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Krista Miller, Treasurer, has hired Alyson Thompson & Hannah Taylor for processing of antlerless deer applications, effective July 8, 2019.  
~ **Action**~ Comm. Kefover moved to acknowledge. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

**CHIEF CLERK REPORT**

Applications received for 2019 Liquid Fuel tax funds from Allegany Township, \$2,485.37  
~ **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 reported on the Family Preservation Program Kick-Off Dinner. Presentations from the Area Agency on Aging and Children and Youth Services included summaries of services and guidelines, as well as opportunities for multiple agencies to collaborate in supporting families. About 20 attendees from other agencies and departments engaged in candid discussions geared toward family preservation. Additional workshops will be scheduled.

Commissioner Heibel reported that he and Jim Kockler (Potter County Human Services) presented a summary of Potter County's criminal justice reform initiatives to the National Assn. of Counties Justice and Public Safety Committee. Emphasis was on providing services in a rural area for eligible offenders with addiction and/or mental health issues, with a demonstrated return on investment. Several other counties expressed an interest in learning more about Potter County's successes.

**BILLS**

**Potter County Human Services Fiscal Summary**

PAYROLL CHECKS – N/A	
PAYROLL AUTOMATIC DEPOSITS	\$52,865.34
PAYROLL TAX TRANSFERS (EFTPS)	\$18,016.22
STATE TAX WITHHOLDINGS (ETIDES)	\$2,378.16
ACCOUNTS PAYABLE CHECKS – Check # 65031 (06/07/2019)	\$53,859.65
ACCOUNTS PAYABLE CHECKS – Check #65032-65135 (06/20/2019)	\$49,976.26
<b>Total Checks Written</b>	<b>\$177,095.63</b>

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

**Potter County Fiscal Summary – First of the Month – 07/01/2019**

<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	130202-130212			\$95,051.92

10	General Fund – A/P Manual Checks	999133			\$35.00
11	LEPC	2648			\$309.12
16	911 Fund	2863-2864			\$421.15

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

**Potter County Fiscal Summary – 06/21/2019**

<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	85193-85196			\$1,644.56
10	Payroll-Direct Deposit	9028325-9028452			\$102,878.82
10	General Fund - Accounts Payable	130095-130195			\$121,983.29
10	General Fund – A/P Manual Checks	906211965- 906211969			\$146,256.83
11	LEPC	2645-2647			\$311.95
15	North Fork Dam	130196			\$25.00
16	911 Fund	2854-2862			\$38,645.70
17	Saulter Preserve	130197			\$36.08
18	Automation Fund	130198			\$1,066.30
27	Substance Abuse	130199			\$7,300.00
34	V.O.J.O.	130200			\$623.00
35	Victim Services/RASA	130201			\$634.00

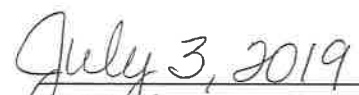
~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**NEXT MEETING:** July 03, 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