

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

August 15, 2019

CALL TO ORDER Commissioner Morley called the meeting to order at 11:04 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 – August 15, 2019 ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEW BUSINESS

Glenda Ruch from SEDA-COG presented an update on administration of the county’s 2019 Community Development Block Grant and reviewed the applications that have been received. She said she’ll issue a recommendation on how the funds should be allotted at the August 29, 2019, Commissioners Meeting.

Kathy Kinard and Barb Neefe from Volunteers That Care attended to spread awareness of that organization’s mission to provide gas cards and wigs to individuals who are undergoing cancer treatment. Donations and volunteers are welcome. The group meets at 5:30 pm on the second Monday of each month at Central Grange in Sweden Valley.

Appointment – Jerry Moran to the Potter County Area Agency on Aging Advisory Council for a term of three years, August 2019 through August 2022. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Agreement Renewal – Seneca Highlands Intermediate Unit Nine for the rental of Suites 216, 218 and 220 in the Gunzburger Building for the use of classrooms Child/Adolescent Intensive Outpatient services, Aug. 24, 2019, to Aug. 23, 2020, cost of \$10,800. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Agreement – Ulysses Borough Council for the lease of the Senior Community Center, Sept. 1, 2019, to Aug. 31, 2020, cost of \$25.00 a day used per month. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

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

Guidance Center

Mental Health Psychiatric Outpatient Services
Project RAPPORT

18/19

19/20

\$12.50/15 min.
unit max. amt.
of \$25,000.00

\$15.62/15 min.
unit to a max. amt.
of \$25,000.00

Lindsey Johnston

Act 143 Designee Agreement

No additional reimbursement is made.
This function is already part of the
provider’s duties.

Ashlee Foil-Yen

Act 143 Designee Agreement

No additional reimbursement is made.
This function is already part of the
provider’s duties.

Carla Gigliotti

Act 143 Designee Agreement

No additional reimbursement is made. This function is already part of the provider's duties.

Kelly Preston

Act 143 Designee Agreement

No additional reimbursement is made. This function is already part of the provider's duties.

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

Northern Tier Children's Home

Transportation

\$45.00/day

\$45.00/day

\$ 5.00/meal

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

TRAINING REQUESTS

--Judge Minor; Judge Leete; Colleen Wilber; Crystal Thomas; Andy Watson; Walter Stenhach; Darlene Manning; Brian Abel; Bill Dawson; and Derick Morey – Conference of Pa. Assn. of Drug Court Professionals. Expenses covered by state grant. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

-Sarah Chappell and Emily Robinson – DA's Office – Key Personnel Conference, State College, Pa. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Teresa Ostrom – CYS – Modules 7/8: Charting the Course, Wellsboro, Pa. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Bryonna Swede – Mental Health – County Children's Behavioral Health Coordinators Meeting, Harrisburg, Pa. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

PERSONNEL

Warden Glenn Drake has hired Daniel Allen as a part-time Corrections Officer at the Potter County Jail, effective August 12, 2019. ~ **Action**~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Reuben Donovan, Potter County Sheriff Deputy, is resigning effective Sept. 14, 2019. ~ **Action**~ Comm. Heimel moved to acknowledge. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Andrea Lehman, Domestic Relations Director, has hired Emily Benninger as a Case Worker I, effective August 12, 2019. ~ **Action**~ Comm. Kefover moved to acknowledge. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

CHIEF CLERK REPORT

Applications received for 2019 Liquid Fuel tax funds from Keating Township, \$1,901.14; and Pleasant Valley Township, \$796.49. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Kefover reported on the Aug. 12 visit by U.S. Senator Bob Casey to explore how high-speed internet service can be expanded to underserved areas of Potter County. She also said that she and Human Services Administrator Jim Kockler will be attending a hearing on the need for more forensic mental health beds and services in the region.

Commissioner Morley announced that the county's new voting machines have arrived, and a unit is set up for the public in the Elections/Voter Registration Office.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – N/A	
PAYROLL AUTOMATIC DEPOSITS	\$52,041.95
PAYROLL TAX TRANSFERS (EFTPS)	\$17,614.63
STATE TAX WITHHOLDINGS (ETIDES)	\$2,348.60
ACCOUNTS PAYABLE CHECKS – Check # 65474-65476 (8/2/19)	\$5,668.66
ACCOUNTS PAYABLE CHECKS – Check # 65477-65592 (8/15/19)	\$246,819.09
Total Checks Written	\$324,492.93

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

Potter County Fiscal Summary – 08/16/2019

<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	85207-85210			\$1,591.58
10	Payroll-Direct Deposit	9028777-9028873			\$88,919.19
10	General Fund - Accounts Payable	130529-130617			\$196,557.79
10	General Fund – A/P Manual Checks	908161986-908161990			\$127,144.05
11	LEPC	2661-2683			\$18,229.45
14	Liquid Fuels	1536			\$2,544.38
16	911 Fund	2884-2887			\$1,337.40
18	Automation Fund (Civil)	130618			\$1,066.30
22	Farmland Preservation	130619			\$1,493.47
34	V.O.J.O.	130620-130621			\$253.17
35	Victim Services/RASA	130622-130623			\$1,518.53
38	Divorce Fund	130624			\$690.84

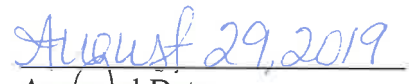
~ Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEXT MEETING: August 29, 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