

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

November 7, 2019

CALL TO ORDER Commissioner Morley called the meeting to order at 12:04 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

MINUTES – Oct. 10, 2019 ~ Action~ Comm. Kefover moved to approve with corrections noted to the Recording Secretary. Comm. Morley seconded. Kefover yes; Morley yes. Comm. Heimel abstained due to absence. **Oct. 24, 2019~ Action~** Comm. Heimel moved to approve. Comm. Morley seconded. Heimel yes; Morley yes. Comm. Kefover abstained due to absence.

NEW BUSINESS

Glenda Ruch from SEDA-COG addressed the board about a public meeting held earlier in the day on the county’s proposed application for a federal Community Development Block Grant through the HUD’s “competitive” funding category.

Resolution 12 of 2019 - CDBG Grant for Fiscal Year 2019 ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Resolution 13 of 2019 – Matching funds to support of Area Transportation Authority of Northcentral Pa. in 2020. ~ **Action~** Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Reappointment to the Conservation District Board of Directors; Stan Hess as Public Director and Kevin Smoker as Farmer Director, each term Jan. 1, 2020 to Dec. 31, 2024, and Douglas Morley as Commissioner member, term Jan. 1, 2020 to Dec. 31, 2021. ~ **Action~** Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

Agreement Renewal – KOS Inc. for maintenance service of the copier in the Potter County Jail, \$342.00 per year, effective Nov. 6, 2019 to Nov. 6, 2020. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Maintenance Agreement – KOS Inc. for maintenance services on the copier in Voter Registration office at a rate of \$.0085/copy; term of Nov. 14, 2019 to Nov. 14, 2020. ~ **Action~** Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Agreement – Clinton County Jail for inmate housing. Change of contract is from an ongoing term to a three-year term contract; no change in daily rate. ~ **Action~** Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

PCHS CONTRACTS AND AGREEMENTS

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

Transportation

18/19

N/A

19/20

Price/day

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

Beacon Light Behavioral Health Systems

Emergency Shelter Services

\$193.55/day of services

\$195.40/day

Not to exceed 24 days/mo. unless extension is approved.

Beacon Light Behavioral Health Systems

Peer Specialist Support Services

\$17.50/15 min. to a max. Of \$5,000.00

No Change

Beacon Light Behavioral Health

Mental Health Medication Management Services – Face to Face \$30/ ¼ hr. up to a max. of \$30,000.00 No Change

Concern

Family Based Mental Health Services \$26.93/15 min. unit up to a max. of \$20,000.00 No Change

Concern

Mental Health After Hours Telephonic/Crisis Emergency and Walk-In. \$10.00/unit for after-hours Crisis Hotline for each individual who does not receive CCBH or his/her insurance does not cover the cost; \$26.70/unit for Walk-in Services for each individual who does not receive CCBH or his/her insurance does not cover the cost. (One unit equals 15 minutes.) No Change

Northern Tier Children's Home, Inc

Transitional Housing \$70.00/day/resident No Change
(The resident will be responsible for \$10.00 per day and Potter County Human Services will reimburse the remaining \$60.00 per day per resident for transition living services.)

■ **Drug and Alcohol – 10/01/19 to 09/31/2020**

Sage Action Consulting

Prevention Needs Assessment Consulting \$18,900 Breakdown: \$14,500-Phase G, Implementation \$4,400-Phase F, Prevention Planning

■ **Intellectual Disability – 07/01/19 to 06/30/2020**

The Arc of Indiana County

IM4Q Consumer Surveys

ADDENDUM CHANGE: \$525.00/survey \$537.00/survey

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

TRAINING REQUESTS

Isaac Musser – PCHS – PYA/PDA Quarterly Meeting, Hershey, Pa. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Darcy Shutt & Thomas Patterson – PCHS – Western Region CAPS Training, Butler, Pa.

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

PERSONNEL

Resignation from Teresa Ostrom as a Caseworker 2 with Potter County Human Services, effective November 8, 2019. ~**Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CHIEF CLERK REPORT

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Morley commented that there were no significant issues with the use of new voting machines for the Nov. 5 municipal election. Commissioner Heimel added that recent legislation will result in the county receiving additional financial support from the state to cover the machines' cost.

Commissioner Morley announced that the county's proposed 2020 operating budget is scheduled to be made available for public review and comment beginning on Nov. 27.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – CK#1245	\$346.81
PAYROLL AUTOMATIC DEPOSITS	\$50,928.06
PAYROLL TAX TRANSFERS (EFTPS)	\$17,222.66
STATE TAX WITHHOLDINGS (ETIDES)	\$2,297.17
ACCOUNTS PAYABLE CHECKS – Check #66072-66073 (10/11)	\$364,245.04
ACCOUNTS PAYABLE CHECKS – Check #66074-66183 (10/24)	\$51,354.55
Total Checks Written	\$486,394.29

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

Potter County Fiscal Summary – 11/08/2019

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Checks	85230-85231			\$1,220.09
10	Payroll-Direct Deposit	9029458-9029558			\$90,498.67
10	General Fund - Accounts Payable	131208-131314	131161	\$62.00	\$210,876.52
10	General Fund – A/P Manual Checks	911081917-911081921			\$127,144.43
11	LEPC	2704-2707			\$928.67
14	Liquid Fuels	1547-1548			\$4,313.51
16	911 Fund	2931-2937			\$85,411.91
18	Automation Fund (Civil)	131315			\$1,066.30
22	Farmland Preserv. & Rollback	131316			\$1,434.30
34	V.O.J.O.	131317			\$249.43
35	Victim Services/RASA	131318			\$1,496.91
59	P.C. Victim Impact Panel (CO)	131319-131321			\$371.84
61	Employee Wellness Initiative	131322-131323			\$53.98

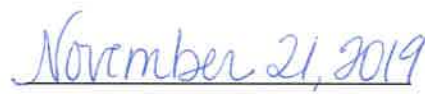
~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEXT MEETING: November 21, 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. Heimel
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

RESOLUTION # 12 of 2019 POTTER COUNTY ON BEHALF OF GALETON BOROUGH AUTHORITY

A Resolution of the County of Potter, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for Federal Fiscal Year 2019, under the Community Development Block Grant Competitive Program, and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that the County of Potter, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Competitive Program; and

WHEREAS, the Potter County Board of Commissioners have the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds and represent the non-Entitlement communities within the county; and

WHEREAS, the Potter County Commissioners have undertaken a considerable community participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the development of this Competitive application, which is consistent with the Community Development Plan previously adopted; and

WHEREAS, the Potter County Commissioners are familiar with the requirements of the program as included in the Statement of Assurances; and

WHEREAS, upon the request of Galeton Borough Authority, the Potter County Board of Commissioners wish to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Potter County Board of Commissioners that its Chairman is authorized to have prepared by the SEDA-Council of Governments Community Development Program staff the necessary forms and documents in order to submit an application to the Department of Community and Economic Development for Community Development Block Grant Competitive funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED that the Chairman of the Potter County Board of Commissioners is empowered to place his signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the County of Potter.

Adopted by the Potter County Board of Commissioners at the regular meeting of October 25, 2018.

POTTER COUNTY COMMISSIONERS



Douglas C. Morley, Chairman



Paul W. Heimel, Vice-Chairman



Susan S. Kefover, Commissioner

ATTEST:



Kathleen H. Majot, Chief Clerk





Established
1804

Douglas C. Morley, Chairman
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RESOLUTION #13 OF 2019 Potter County, Pennsylvania

RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE FOR FISCAL YEAR 2020-2021

The Board of County Commissioners of Potter County resolves and certifies that it will provide to the Area Transportation Authority of North Central Pennsylvania local funds in the amount of \$34,795.00 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2020-2021.

Further, the Board of County Commissioners resolves and certifies that the required amount of local matching funds will be provided for each quarter of the fiscal year no later than the date indicated below. The following schedule indicates dates and payments of eligible local matching funds:


QUARTER PERIOD	PAYMENT AMOUNT DUE	PAYMENT DUE BY
July 1, 2020 – September 30, 2020	\$8,698.75	August 15, 2020
October 1, 2020 - December 31, 2020	\$8,698.75	November 15, 2020
January 1, 2021 – March 31, 2021	\$8,698.75	February 15, 2021
April 1, 2021 – June 30, 2021	\$8,698.75	May 15, 2021

We, hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Commissioners held the 7th day of November, 2019.


POTTER COUNTY COMMISSIONERS

ATTEST:


Kathleen H. Majot, Chief Clerk


Douglas C. Morley, Chairman


Paul W. Heimel, Commissioner


Susan S. Kefover, Commissioner