

~Meeting Minutes~

POTTER COUNTY COMMISSIONERS

REORGANIZATIONAL MEETING

JANUARY 6, 2020

CALL TO ORDER Commissioner Grupp called the meeting to order at 11:10 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Commissioner Paul Heimel, Commissioner Nancy Grupp, Commissioner Barry Hayman, Chief Clerk Jessica Giebel and Recording Secretary Danielle Gietler; all present.

WELCOMING REMARKS

PUBLIC COMMENT

NEW BUSINESS

Election of Officers

Nomination for Chair. ~Action~ Commissioner Hayman nominated Comm. Nancy Grupp. Comm. Heimel seconded. Hayman yes; Heimel yes.

Nomination for Vice-Chair. ~Action~ Comm. Hayman nominated Comm. Paul Heimel. Comm. Grupp seconded. Hayman yes; Grupp yes.

Nomination for Secretary. ~Action~ Comm. Heimel nominated Comm. Hayman. Comm. Grupp seconded. Heimel yes, Grupp yes.

APPOINTMENTS

Appointment of Chief Clerk. ~Action~ Comm. Heimel moved to appoint Jessica Giebel. Comm. Hayman seconded. Heimel yes, Hayman yes; Grupp yes.

Appointment of County Solicitor. ~Action~ Comm. Grupp moved to nominate Thomas Shaffer Esq. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

Appointment of Assistant County Solicitor. ~Action~ Comm. Heimel moved to nominate Daniel Glassmire Esq. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Designated depositories – JVB Northern Tier, Northwest Bank, Citizens & Northern and First Citizen Community Bank. ~Action~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Hayman yes.

Commissioner Meeting Dates as established at Dec. 31, 2019 board meeting. ~Action~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Hayman yes.

BILLS

Potter County Human Services Fiscal Summary – 01/02/2020

PAYROLL AUTOMATIC DEPOSITS	\$49,498.08
PAYROLL TAX TRANSFERS (EFTPS)	\$16,619.56
STATE TAX WITHHOLDINGS (ETIDES)	\$2,218.60
ACCOUNTS PAYABLE CHECKS – Check #66588-66672 (1/02/2020)	\$48,548.92
Total Checks Written	\$116,885.16

~Action~ Comm. Hayman moved to retro approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Potter County Fiscal Summary – 01/03/2020

<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	85242-85243			\$1,212.42
10	Payroll-Direct Deposit	9029907-9030003			\$90,492.82
10	General Fund - Accounts Payable	131861-131908			\$77,559.75
10	General Fund – A/P Manual Checks	999138, 901032001- 901032006			\$137,991.89
16	911 Fund	2959-2962			\$87,936.07
34	V.O.J.O.	131909			\$176.81
35	Victim Services/RASA	131910			\$1,069.15
51	Capital Projects Fun	131911			\$100,000.00

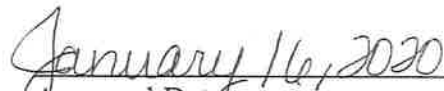
~Action~ Comm. Heimel moved to retro approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

ADJOURNMENT

Comm. Heimel moved to adjourn. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Prepared by Danielle Gietler


Potter County Executive Secretary


Approval Date