

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

January 30, 2020

CALL TO ORDER Commissioner Grupp called the meeting to order at 12:13 p.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

MINUTES – January 16, 2020 ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

NEW BUSINESS

Appointment of Dennis Goodenough Jr. to the Potter County Housing and Redevelopment Authorities, effective Jan. 1, 2020. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

Service Contract with JH Consulting for a Commodity Flow Study at a rate of \$9,040, Feb. 3, 2020, to Sept, 30, 2020. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

PCHS CONTRACTS AND AGREEMENTS

18/19

19/20 Adj. Rate

Transportation Provided by Coordinated Services Department at PCHS

Addendum/Transportation Rate Change for the Following Departments: 01/01/20 to 06/30/20

Area Agency on Aging	\$2.15/loaded mi.	\$2.25/ld mi.
Children and Youth		
Coordinated Services		
Medical Assistance Transportation Program (MATP)		
Human Services Development Fund		
Drug and Alcohol		
Intellectual Disabilities		
Mental Health		

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

TRAINING REQUESTS

--Kelsey J. Valenti – Treasurer – CTAPA 2020 Annual Convention, DuBois, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Glenn Drake II – Warden – Pa. Prison Wardens Assoc. Spring Conference, Valley Forge, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Angela Milford – Deputy Warden – Pa. Prison Wardens Assoc. Spring Conference, Valley Forge, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Glenn Dunn & Dean Predmore – PC DES – 2020 Governor’s Emergency Preparedness Summit, Pocono Manor, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Heather Morey – PCHS – Responding to Reports of Sexual Violence, Williamsport, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Heather Morey – PCHS – Investigating Financial Exploitation, Edinboro, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

--Susanne Boucher – PCHS – PS & Guardianship Meeting, Harrisburg, Pa. ~Action~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

COMMISSIONERS' REPORTS

Commissioner Grupp announced that the commissioners have relinquished their three parking spaces at the Gunzburger Building. One space has been designated as Veterans Parking Only. The other two are now available for parking limited to 30 minutes.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL AUTOMATIC DEPOSITS	\$53,267.75
PAYROLL TAX TRANSFERS (EFTPS)	\$16,270.92
STATE TAX WITHHOLDINGS (ETIDES)	\$2,323.36
ACCOUNTS PAYABLE CHECKS – Check #66808-66930 (1/30/2020)	\$254,107.01
ACCOUNTS PAYABLE CHECKS – Check #66931 (1/31/2020)	\$442.87
Total Checks Written	\$326,411.91

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

Potter County Courthouse Fiscal Summary Payables – 01/17/2020

<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	131913-132021	131279	\$195.00	\$248,068.53
10	Payroll-Direct Deposit	901172012-901172016	901172007-901172011	\$134,604.89	\$134,959.38
11	LEPC – Local Emergency Planning	2720-2723			\$228.29
14	Liquid Fuels	1556-1557			\$4,897.09
16	911 Fund	2963-2967			\$1,928.45
18	Automation Fund (Civil)	132022			\$1,066.30
20	Supervision Fees (County) (CO)	132023			\$168.99
34	V.O.J.O.	132024-132025			\$329.73
35	Victim Services/RASA	132026-132028			\$1,559.18
37	Triple Divide Water Monitoring	132029			\$210.41
50	911 System Upgrade Fund	132030			\$875,000.00

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

Potter County Courthouse Special Run – 01/22/2020

<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	General Fund	132031			\$22,961.74

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

Potter County Courthouse Special Run – 01/28/2020

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
51	Capital Projects Fund	132032			\$150,000.00

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

Potter County Courthouse Fiscal Summary – 01/31/2020

<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	85246-85247			\$1235.51
10	Payroll-Direct Deposit	9030104-9030203			\$97,434.56
10	General Fund – Accounts Payable	132033 – 132113			\$98,054.95
10	General Funds – A/P Manual Checks	901312017-901312021			\$138,264.26
11	LEPC – Local Emergency Planning	2724-2725			\$1241.76
15	North Fork Dam	132114			\$25.00
16	911 Fund	2968-2973			\$6,033.72
17	Saulter Preserve	132115			\$25.00
18	Automation Fund (Civil)	132117			\$3,750.10
22	Farmland Preserve & Rollback	132116			\$4,675.00
32	Specialty Courts	132118			\$236.00
34	V.O.J.O.	132119-132120			\$193.72
35	Victim Services/RASA	132121-132122			\$1,162.28
36	PA Veterans' Trust Fund Grant	132123			\$2,522.28
52	Operational Reserve Fund	132124			\$100,000.00
59	P.C. Victim Impact Panel (CO)	132125-132126			\$155.00

NEXT MEETING: February 13, 2020

ADJOURNMENT Commissioner Kefover moved to adjourn. Commissioner Heimel seconded. Kefover yes; Heimel yes; Morley yes.


Potter County Executive Secretary

Prepared by Danielle Gietler

February 27, 2020
Approval Date