

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

June 18, 2020

CALL TO ORDER Commissioner Grupp called the meeting to order at 11:01 am.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

MINUTES – June 4, 2020 ~ **Action**~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

NEW BUSINESS

CONTRACTS AND AGREEMENTS

Maintenance Agreement Renewal with Linstar for software maintenance of the door-locking system at the Gunzburger Building, yearly cost of \$640.00. Term of July 1, 2020 to June 30, 2021. ~ **Action**~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

New Maintenance Agreement with KOS, Inc. for maintenance services on the copier in the Potter District Attorney’s office, \$.062 per color copy and \$.0062 per black/white copy. Term of July 01, 2020 to July 1, 2025. ~ **Action**~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Bridge Funding Agreement from the Act 13 Fund has been awarded to Wharton Township for the Cemetery Road Bridge. Comm. Heimel stated that there is a very good process in place for choosing where this money goes, and it based off of true needs and data. ~ **Action**~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

■ **Aging** (07/01/20 to 06/30/2021)

Guardian Medical Monitoring

Personal Emergency Response System (PERS)		
PERS Rental Landline	\$18.00/mo.	No Change
PERS Rental Cellular	\$28.00/mo.	No Change
PERS Monthly Rental	\$35.00/mo.	No Change
Caregiver w/2 way speaker	\$25.00/mo.	No Change
MedReady Medication Dispenser		
Installation Fee	\$25.00	No Change
Monthly Fee	\$40.00	No Change
Medication Monitor		
Installation	\$60.00/mo.	No Change
Monthly Fee	\$60.00/mo.	No Change
Auto Fall add-on	\$7.00/mo.	No Change

Critical Signal Technologies

Personal Emergency Response System (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

Automated Security Alert, Inc.

Personal Emergency Response Systems (PERS)		
PERS Monthly Rental	\$29.50/mo.	No Change
Cellular PERS Monthly	\$41.50/mo.	No Change
Medication Dispenser Monthly	\$50.00/mo.	No Change

PCHS CONTRACTS AND AGREEMENTS

	<u>19/20</u>	<u>20/21</u>
Cellular Medication Dispenser	\$50.00/mo.	No Change
Mobile PERS	\$34.95/mo.	No Change
Mobile PERS Replacement Fee	\$199.00	No Change

County Homemakers, Inc.

Personal Care and Home Support	\$18.15/hr.	\$18.52/hr.
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County Homemakers, Inc.

Personal Care & Home Support	\$18.52/hr.	No Change
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■ **Early Intervention** (07/01/20 to 06/30/2021)

Seneca Highland IU9

Hearing & Vision Services (birth to three years)	\$160.00/hr.	No Change
Mileage	IRS rate	No Change

CARE for Children

*Services for children not meeting their developmental milestones as required by Early Intervention.

Evaluation Occupation Therapy	\$32.71/15 mins.	No Change
Occupational Therapy	\$32.71/15 mins.	No Change
IFSP Teaming Occupational Therapy	\$32.71/15 mins.	No Change
Evaluation Speech Pathology	\$236.80/eval.	No Change
Speech Pathology	\$32.71/15 mins.	No Change
Evaluation Special Instruction	\$28.83/15 mins.	No Change
Special Instruction	\$28.83/15 mins.	No Change
IFSP Teaming Special Instruction	\$28.83/15 mins.	No Change
Physical Therapy	\$32.71/15 mins.	No Change

Elizabeth Costello

Speech Therapist		
Speech Pathology	\$ 32.71/15 mins.	No Change
Evaluation Speech Pathology	\$236.80/eval.	No Change

Mary Buzard

Independent Evaluator		
Evaluation Nursing/Health Services	\$28.83/15 mins.	No Change

Susquehanna Software, Inc.

Billing software, tech support & mileage (Required for Medical billing for reimbursement)		
EI-Technical Support/Maintenance contract	\$650.00/qty.	\$700.00/qty.

■ **Coordinated Services** (07/01/20 to 06/30/2021)

Carlos Barroqueiro, Independent Contractor

\$1.75/loaded mi.	No Change
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Kara Amidon, Independent Contractor

Round Trip, portal to portal less than 4 hours	\$ 70.00
Round Trip, portal to portal 4 up to 8 hours	\$120.00
Round Trip, portal to portal 8 hours and over	\$240.00

Sheryl Hoffman, Independent Contractor

Round Trip, portal to portal less than 4 hours	\$ 70.00
Round Trip, portal to portal 4 up to 8 hours	\$120.00
Round Trip, portal to portal 8 hours and over	\$240.00

Transportation for Mental Health Department

\$2.15/loaded mi. No Change

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

Transportation for Sweden Valley Manor

\$2.15/loaded mi. No Change

Transportation for Intellectual Disabilities Department

\$2.15/loaded mi. No Change

A Way Out-Homeless

Homeless Lodging

Current cost of hotel/night No Change

Helen Douglas – Independent Escort

Mental Health Escort

Rate/trip No Change

Transportation for Area Agency on Aging

\$2.15/loaded mi. No Change

Transportation for Drug & Alcohol

\$2.15/loaded mi. No Change

Transportation for Medical Assistance

\$2.15/loaded mi. No Change

Transportation for Homeless Assistance Program

\$2.15/loaded mi. No Change

Transportation Funded by Emergency Food and Shelter Program

\$2.15/loaded mi. No Change

Transportation Funded by Human Services Development Fund

\$2.15/loaded mi. No Change

Northern Tier Children's Home

Homeless Shelter

\$45.00/day No Change
\$ 5.00/meal (if needed) No Change

■ **Mental Health (07/01/20 to 06/30/2021)**

Ashlee Foil

Act 143 Designee Agreement

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

Whitney Thomas

Act 143 Designee Agreement

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

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

TRAINING REQUESTS

PERSONNEL

Resignation from Jacob Drew as Custodian with Potter County Human Services effective June 19, 2020. ~ **Action**~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Potter County Employees Returned from Furlough:

Judith Lacher (6/01); Debra Ostrom (5/27); Jeffrey Russell (5/27); Kelsey Valenti (6/01); Amanda Andreano (6/08); Marian Butler (6/08); Desiree Earle (5/11); Karin Karr (5/05); Sherri Lamer (05/26); Derick Morey (05/11); Shanon Sallade (05/04) and Paula Weber (05/18).
 ~ Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

PCHS Employees Returned from Furlough:

Keegan Abbott (6/01); Steve Achre (6/08); Gail Allen (6/01); McKayla Freeborn (6/01); Janice Major (6/01); Catherine Marshall (6/08); Bonnie Miller (6/01) Heather Morey (6/01); Susan Weber (5/04) and Nicole Wilson (6/01). ~ Action~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

CHIEF CLERK REPORT

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Hayman urged all Potter County residents who have not yet participated in the U.S. Census to do so. While Pennsylvania has a participation rate of 64.8 percent and the national rate has risen to 61.5 percent, just 47 percent of Potter County households have responded by mail, online or by phone. He pointed out that funding for everything from volunteer fire and ambulance services and schools, to highway and bridge projects, are based on census results.

Commissioner Grupp provided an update on the federal CARES Act/Block Grant funding programs for which Potter County has qualified to help mitigate some of the economic impacts related to the COVID-19 coronavirus pandemic. She also pointed out that pandemic relief programs are being offered for qualifying businesses, through the U.S. Small Business Administration; for dairy farmers, through the U.S. Dept. of Agriculture; and for those who are facing hardships in paying their rent, through a housing assistance grant being administered Potter County Human Services.

Commissioner Heimel announced that the county and local governments will soon receive payments from the Pa. Public Utilities Commission based on the Pa. Act 13 shale gas drilling "impact fee" paid by energy companies. Allotments to the county as well as most townships and boroughs has been reduced by about 25 percent from last year's payments, he added, due in large part to lower prices in the natural gas marketplace.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL AUTOMATIC DEPOSITS	\$39,565.31
PAYROLL TAX TRANSFERS (EFTPS)	\$12,260.32
STATE TAX WITHHOLDINGS (ETIDES)	\$1,769.60
ACCOUNTS PAYABLE CHECKS – Check # 67691-67771 (06/04/)	\$140,215.31
Total Checks Written	\$193,810.54

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

Potter County Fiscal Summary – 06/19/2020

<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	85272-85274			\$1,042.76
10	Payroll-Direct Deposit	9031130-9031250			\$94,101.50
10	General Fund – Accounts Payable	133025-133272	132490; 132966	\$384.46	\$326,402.09
10	General Funds – A/P Manual Checks	906192072-906192076			\$133,232.37

11	LEPC – Local Emergency Planning	2752-2756			\$1,331.48
16	911 Fund	3025-3028			\$33,761.57
18	Automation Fund (Civil)	133273			\$1,085.14
27	Substance Abuse (Act 198)	133274			\$9,000.00
32	Specialty Courts	133275			\$16.96
34	V.O.J.O.	133276-133277			\$193.72
35	Victim Services/RASA	133278-133279			\$1,162.28
38	Divorce Fund	133280-133282			\$1,234.86
62	CDBG Entitlement	133283			\$17,737.20

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

NEXT MEETING: July 2, 2020

ADJOURNMENT Commissioner Hayman moved to adjourn. Commissioner Heibel seconded. Hayman yes; Heibel yes; Grupp yes.

Prepared by Danielle Gietler



 Potter County Executive Secretary



 Approval Date