

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

September 10, 2020

CALL TO ORDER Commissioner Grupp called the meeting to order at 11:00 am

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

MINUTES – August 27, 2020 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

NEW BUSINESS

CONTRACTS AND AGREEMENTS

Agreement with Indecomm Holdings Inc. d/b/a Indecomm Global Services for yearly service to be utilized for Register of Deeds/Clerk/County Recorder. No cost. Term of September 10, 2020 – August 31, 2021. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Comm. Grupp yes.

Agreement with KOS Inc. for lease and maintenance services on the copier in the Potter County EMA Office, \$203.22/mo. and \$.057 per color copy and \$.0062 per black/white copy. Five-year term of Sept. 1, 2020 to August 31, 2025. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Comm. Grupp yes.

Agreement renewal with Dickinson Center Inc. for the third-floor rental of the Gunzburger Building for the provision of outpatient behavioral health services. Term of October 1, 2020 through September 30, at \$7,000 per month. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Comm. Grupp yes.

Agreement with Nicholas Leightley as a Network Support Specialist in collaboration with the Potter County IT Dept., Sept. 1, 2020 to Sept. 30, 2020 at \$17/hour. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Comm. Grupp yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

■ **Aging** (08/10/20 to 06/30/2021)

Barbara Kiel

Senior Center Operator Substitute

New Contract \$12/hr.

■ **Children & Youth** (07/01/20 to 06/30/2021)

Diversified Treatment Alternative Centers

Residential Treatment, Specialized Foster Care & Psychiatric Evaluations

Description	Prior Cost	Current Cost
JCAHO-Residential Treatment Lewisburg Site and Danville Site	\$205.55	\$211.72
Residential Treatment Coal Township	\$265.00	No Change
Foster Care	\$103.87	\$106.99
CRR Host Home	\$22.50	\$23.18
Managed Care MNC Psychiatric Care Evaluation	\$295.00	No Change
Inpatient Diagnostic Evaluations	N/A	\$3,000 Invoiced at Completion of Evaluation +\$265/Day for Inpatient Services

Pathways Adolescent Center

Dependent/Delinquent – Emergency Shelter, Residential Placement Program & Transitional Living Program

Description	Prior Cost	Current Cost
Pathways Adol Ctr (2 facilities)	\$150.00	\$158.00
New Beginnings	\$155.00	\$165.00
Transitional Living #2 & #3	\$145.00	\$155.00
NB Transitional Living	\$185.00	No Change

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

Concern

Family Based Mental Health Services & Individual w/Medical Assistance
 \$12.86/15 min. unit
 Max. of \$20,000.00
 Individual w/Medical Assistance & Community Care Behavioral Health
 \$26.93/15 min. unit \$29.00/15 min unit

James Kockler

Act 143 Designee Agreement – Independent Contractor
 Monday – Thursday \$ 70.00 No Change
 Friday \$100.00
 Saturday & Sunday \$140.00
 Holiday \$140.00

Bryonna Mann

Act 143 Designee Agreement – Independent Contractor
 Monday - Thursday \$ 70.00 No Change
 Friday \$100.00
 Saturday & Sunday \$140.00
 Holiday \$140.00

Thomas Patterson

Act 143 Designee Agreement – Independent Contractor
 Monday through Thursday \$ 70.00 No Change
 Friday \$100.00
 Saturday & Sunday \$140.00
 Holiday \$140.00

Commissioner Heimel pointed out that mental health services contract changes reflect a stronger emphasis on responding to mental health emergencies and other provisions to strengthen the mental health safety net and avert crises.

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

PERSONNEL

Resignation from Cathy Marshall as Aging Care Manager I at Potter County Human Services, effective November 3, 2020. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Comm. Grupp yes.

CHIEF CLERK REPORT

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Heimel commended Director of Elections/Voter Registration Sandy Lewis and County Solicitor Thomas Shaffer for their dedicated work in preparing for the Nov. 3 General Election amid changing state election laws, multiple lawsuits and other challenges.

BILLS

Potter County Human Services Fiscal Summary (09/10/2020)

PAYROLL AUTOMATIC DEPOSITS	\$51,445.51
PAYROLL TAX TRANSFERS (EFTPS)	\$16,679.85
STATE TAX WITHHOLDINGS (ETIDES)	\$2,268.97
ACCOUNTS PAYABLE CHECKS – Check # 68318 (09/04/2020)	\$593.67
ACCOUNTS PAYABLE CHECKS – Check # 68319-68368 (09/10/2020)	\$65,188.01
Total Checks Written	\$136,176.01

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

Potter County Fiscal Summary – 09/11/2020

<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	85289-85290			\$1,225.32
10	Payroll-Direct Deposit	9031771-9031863			\$87,763.88
10	General Fund – Accounts Payable	133801-133886	133644	\$250.00	\$388,048.75
10	General Funds – A/P Manual Checks	909112010-909112014			\$125,186.79
11	LEPC – Local Emergency Planning	2773-2775			\$152.75
14	Liquid Fuels	1567			\$5,036.58
16	911 Fund	3072-3077			\$22,547.79
18	Automation Fund (Civil)	133887			\$1,085.14
34	V.O.J.O.	133888-133889			\$255.16
35	Victim Services/RASA	133890-133891			\$1,676.49
53	COVID-19 County Relief Grant	133892-133897			\$38,294.35

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


NEXT MEETING: September 10, 2020

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

Prepared by Danielle Gietler



 Potter County Executive Secretary



 Approval Date