

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

September 24, 2020

CALL TO ORDER Commissioner Grupp called the meeting to order at 11:01 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 – September 10, 2020 ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

GUESTS

An ongoing initiative by the Board of Commissioners to support the expansion of high-speed internet options to underserved areas of Potter County was reviewed by Planning/GIS Director Will Hunt. Current focus is on a survey the Planning Department is developing to identify those households and businesses in underserved areas that will not have access to the Tri-County Rural Electric broadband rollout. Hunt is also working with administrators of local public school districts to explore options for ensuring that students have access to high-speed internet service outside of the school buildings.

David Hyde and Jennifer Rossman from A Way Out, Potter County's domestic violence and sexual assault services agency, attended in observance of October as National Domestic Violence Awareness Month. They discussed trends, including an increase in caseloads for 2020, as well as the agency's expansion of services and development of new partnerships. They also promoted the availability of a 24/7 helpline, at 814-274-0240 or 1-877-334-3136.

Community Development Director Ellen Russell summarized the county's administration of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act grant. There were 71 applications received from local businesses, farms and other commercial enterprises. Of those, some 39 met the funding criteria established by the Pa. Dept. of Community Development and have been awarded \$382,131. Eight townships or boroughs also qualified for a total of \$30,120.

NEW BUSINESS

Proclaiming October 2020 as Domestic Violence Awareness Month. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Resignation of J. David Buckler from seats on the Potter County Housing Authority and the Potter County Redevelopment Authority, effective Sept. 21, 2020. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Appointment of Ellen Russell to fill the unexpired terms of J. David Buckler on the Potter County Housing Authority and the Potter County Redevelopment Authority, effective 10/01/2020 to 07/12/2021 for both authorities. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Appointment of Loren Fitzgerald to the fill vacancies on the Potter County Housing Authority and the Potter County Redevelopment Authority, succeeding Terry Goodenough, who resigned. Appointment effective 07/13/2020 to 07/12/2025 for both authorities. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Amendment to the North Central Emergency Services Task Force Grant, adding Columbia, Northumberland and Montour counties. ~ **Action** ~ Comm. Heibel moved to approve. Comm. Hayman seconded. Heibel yes; Hayman yes; Grupp yes.

Sale of county repository properties, as proposed by Potter County Tax Claim Bureau. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heibel seconded. Hayman yes; Heibel yes; Grupp yes.

2020 Tax Anticipation Loan proposals were received from Juniata Valley Bank (JVB), Citizens & Northern Bank and First Citizens Community Bank. Lowest interest rate and most favorable overall terms were offered by JVB. ~ **Action** ~ Comm. Heibel moved to approve JVB proposal. Comm. Hayman seconded. Heibel yes; Hayman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

Linkage agreement renewal with Dickinson Center Inc. for annual license requirement of programs provided, October 1, 2020 to September 30, 2021. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heibel seconded. Hayman yes; Heibel yes; Grupp yes.

Renewal of contract with Zelenkofske Axelrod for federally required professional auditing services, 2020-2022, for County of Potter government and Human Services. ~ **Action** ~ Comm. Heibel moved to approve. Comm. Hayman seconded. Heibel yes; Hayman yes; Grupp yes.

Agreement with ROK Technologies for GIS Managed Services; one year. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heibel yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

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

Charmaine Royer - Independent Escort

| | | |
|---|----------|-----------|
| Round Trip, portal to portal less than 4 hrs. | \$ 70.00 | No Change |
| Round Trip, portal to portal 4 up to 8 hrs. | \$120.00 | No Change |
| Round Trip, portal to portal 8 hrs. and over | \$240.00 | No Change |

■ **Transportation Addendums (07/01/20 to 06/30/2021)**

Prior cost \$2.15 per shared mile to cost of \$2.25 per shared mile

Area Agency on Aging; Children and Youth; Drug & Alcohol; Intellectual Disabilities; Emergency Food & Shelter Program; Medical Assistance Transportation; Mental Health; Homeless Assistance Program; Human Services Development Fund

■ **Drug & Alcohol (07/01/20 to 06/30/2021)**

Eagleview Hospital

| | | |
|---------------------------------------|--------------|--------------|
| Facility #461031 3.5 High Adult | \$310.00/day | \$322.00/day |
| Facility #461031 3.7 WM Adult | New Contract | \$345.00/day |
| Facility #461031 4 WM Intensive Adult | \$525.81/day | No Change |
| Facility #461031 3.5 High Ad. Co-Occ. | \$329.00/day | \$342.00/day |

Davis Archway

| | | |
|--------------------------------|--------------|-----------|
| Facility #107036 Halfway House | \$110.00/day | No Change |
|--------------------------------|--------------|-----------|

Sage Action Consulting (10/01/2020 to 09/31/22)

\$43,600 fixed fee – inv. qtly.

SOR Grant Year 3 – Oct. 1, 2020 – Sept. 30, 2021 - \$21,800

- Evaluation \$14,600
- Other Prevention Services \$7,200

SOR Grant Year 4 – Oct. 1, 2021 – Sept. 30, 2022 - \$21,800

- Evaluation \$14,600
- Other Prevention Services \$7,200

■ **Early Intervention** (07/01/20 to 06/30/2021)

The Guidance Center

Services to provide children that meet the requirement and are eligible for early Intervention to help meet developmental milestones.

| | | |
|-----------------------------------|-------------------|-----------|
| 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 | \$ 32.71/15 mins. | No Change |
| Special Instruction | \$ 28.83/15 mins. | No Change |
| IFSP Teaming Special Instruction | \$ 28.83/15 mins. | No Change |
| Special Instruction –Behavioral | \$ 32.71/15 mins. | No Change |
| Physical Therapy | \$ 32.71/15 mins. | No Change |
| Physical Therapy Evaluation | \$ 32.71/15 mins. | No Change |

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

Penn Highlands Elk

- Short-term inpatient hospital stay
Authorized/Approved Medical Assistance Rate

Act 143 Designee Agreements for the following:

- Erin Andrews
- Shelby Dietze
- Rebecca Keagle
- Ashley Major
- Rose Beaver

Quickly responds to crisis calls during the day, completes assessments and makes referrals, through telephone calls and face-to-face. No additional reimbursement is made. This function is already part of the provider’s duties.

Warren General Hospital

- Short-term inpatient hospital stay
Authorized/Approved Medical Assistance Rate

Penn Highlands Elk

- Short-term inpatient hospital stay
Authorized/Approved Medical Assistance Rate

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

Haborcreek Youth Services

| | | |
|------------------|----------|-----------|
| St. Joseph House | \$343.00 | No Change |
| Conway House | \$378.00 | No Change |
| Columbus House | \$314.15 | No Change |
| Wagner House | \$314.15 | No Change |
| Liberty House | \$275.00 | No Change |

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

TRAINING REQUESTS

Heather Morey/PCHS Area of Aging attend PASC Virtual Mini-Conference. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes

CHIEF CLERK REPORT

Applications received for 2020 Liquid Fuel Tax funds from the following municipalities:

- Abbott Township \$2,225.26
- Sweden Township \$2,578.55
- Wharton Township \$785.38
- Ulysses Township \$2,460.48

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

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Grupp expressed the board's appreciation to Community Development Director Ellen Russell, Chief Clerk Jessica Giebel and Planning/GIS Director Will Hunt for their work in administering the Coronavirus Aid, Relief, and Economic Security (CARES) Act grant.

Commissioner Hayman reported that he has been working with Potter County Conservation District Manager Jason Childs and Will Hunt for implementation of Chesapeake Bay Implementation Plan also known as CAP (County Action Plan).

Commissioner Heimel discussed continuing efforts to recruit volunteers to serve on county boards, authorities and commissions. He pointed out that public participation in business meetings of the Redevelopment Authority, Solid Waste Authority, Planning Commission and Housing Authority, among others, has been poor. The commissioners are encouraging these agencies to improve public communications and to support Project 2025, a countywide initiative to reverse population decline and an increasing median age by the end of 2025.

BILLS

Potter County Human Services Fiscal Summary (09/24/2020)

| | |
|---|---------------------|
| PAYROLL AUTOMATIC DEPOSITS | \$46,304.21 |
| PAYROLL TAX TRANSFERS (EFTPS) | \$14,322.03 |
| STATE TAX WITHHOLDINGS (ETIDES) | \$2,076.34 |
| ACCOUNTS PAYABLE CHECKS – Check # 68397-68399 (9/11/2020) | \$54,656.75 |
| ACCOUNTS PAYABLE CHECKS – Check # 68400-68509 (9/24/2020) | \$225,882.87 |
| Total Checks Written | \$343,242.20 |

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

Potter County Fiscal Summary – 09/11/2020 - UPDATED

| Fund # | Fund Description | Check #'s | Voided Check #'s | Voided Check Amt | Total |
|--------|-----------------------------------|---------------------|------------------|------------------|--------------|
| 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 |
| 50 | 911 System Upgrade Fund | 133898 | | | \$530,000.00 |

| | | | | | |
|----|------------------------------|---------------|--|--|-------------|
| 53 | COVID-19 County Relief Grant | 133892-133897 | | | \$38,294.35 |
|----|------------------------------|---------------|--|--|-------------|

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

Potter County Fiscal Summary – 09/17/2020 Special Run

| <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 – Accounts Payable | 133899 | | | \$1,650.00 |

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

Potter County Fiscal Summary – 09/25/2020

| Fund # | Fund Description | Check #'s | Voided Check #'s | Voided Check Amt | Total |
|--------|-----------------------------------|---------------------------------|------------------|------------------|--------------|
| 10 | Payroll Checks | 85291-85294 | | | \$1,623.76 |
| 10 | Payroll-Direct Deposit | 9031864-9031985 | | | \$98,551.69 |
| 10 | General Fund – Accounts Payable | 133900-133999; 134063-134064 | 133823 | \$490.00 | \$307,273.16 |
| 10 | General Funds – A/P Manual Checks | 909252015- 909252019 | | | \$140,074.97 |
| 11 | LEPC – Local Emergency Planning | 2776 | | | \$966.32 |
| 14 | Liquid Fuels | 1568 | | | \$2,360.52 |
| 15 | North Fork Dam | 13400 | | | \$25.00 |
| 16 | 911 Fund | 3078-3086 | | | \$44,039.71 |
| 17 | Saulter Preserve | 134001 | | | \$31.89 |
| 20 | Supervision Fees (County) (CO) | 134002-134003 | | | \$7,756.18 |
| 28 | Domestic Relations IV-D | 1028 | | | \$112.50 |
| 34 | V.O.J.O. | 134004 | | | \$178.00 |
| 35 | Victim Services/RASA | 134005 | | | \$1,068.00 |
| 38 | Divorce Fund | 134006 | | | \$157.47 |
| 53 | COVID-19 County Relief Grant | 134007-134050 | 134007 | \$24,000.00 | \$411,657.62 |

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

Potter County Fiscal Summary – First of the Month 10/01/2020

| Fund # | Fund Description | Check #'s | Voided Check #'s | Voided Check Amt | Total |
|--------|----------------------------------|---------------|------------------|------------------|-------------|
| 10 | General Fund – Accounts Payable | 134051-134061 | | | \$62,280.68 |
| 10 | General Fund – A/P Manual Checks | 999147 | | | \$35.00 |
| 16 | 911 Fund | 3087-3088 | | | \$421.15 |

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

NEXT MEETING: October 8, 2020

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

Prepared by Danielle Gietler



 Potter County Executive Secretary



 Approval Date



Established
1804

County of Potter Board of Commissioners

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Nancy J. Grupp, Chair
Paul W. Heimel, Commissioner
Barry Hayman, Commissioner

Jessica M. Giebel, Chief Clerk
Thomas R. Shaffer, Solicitor

PROCLAMATION

Domestic Violence Awareness Month

October 2020

WHEREAS, the crime of domestic violence violates an individual's privacy and dignity, security and humanity due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse;

WHEREAS, the problems of domestic violence cut across all economic, racial, gender, age, sexual orientation, and societal barriers, and are supported by indifferences, and;

WHEREAS, the impact of domestic violence is wide-ranging, directly affecting individuals and society here in Potter County, throughout the United States and the world, and;

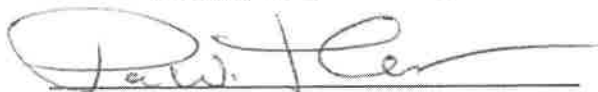
WHEREAS, it is victims of domestic violence that have been in the forefront of efforts to bring peace and equality to the home,

NOW THEREFORE, in recognition of the important work done by domestic violence programs generally, and A Way Out in particular, the Potter County Commissioners do hereby proclaim the month of October 2020, as "**Domestic Violence Awareness Month**" and urges all Potter County citizens to actively work toward improving victim safety and holding perpetrators of domestic violence abuse accountable for their actions.

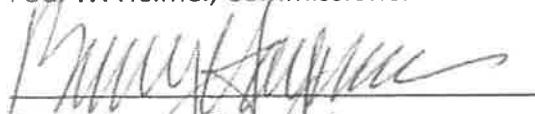
Given under our hands this **24th** day of **September, 2020**.



Nancy J. Grupp, Chair




Paul W. Heimel, Commissioner



Barry Hayman, Commissioner

ATTEST:



Jessica M. Giebel, Chief Clerk