

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

December 17, 2020

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

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT Genny Tilton, an owner of Wagner Ace Hardware in Coudersport, read from a prepared statement expressing her concern about the potential impact of a national chain, Tractor Supply, opening a retail store on publicly owned property bordered by Vine, Beech and South West streets in Coudersport. The commissioners responded that the matter has not been presented to them and is not within the purview of the Board of Commissioners. She was advised to air her concerns with members of the Potter County Housing Authority.

MINUTES – December 3, 2020 ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

NEW BUSINESS

Reappointments of Angela Milford and Isaac Musser to the Potter County Alcohol, Tobacco and Other Drugs Advisory Board, terms of 01/01/2021 – 01/01/2024. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Expiration of Potter County ATOD Advisory Board term of Monica Williams, who has reached the six-year maximum, effective 12/31/2020. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

Agreement with John R. Thomas, Esq. and Rebecca A. Krieg as Co-Conflict Counsels for Potter County, Jan. 1, 2021 to Dec. 31, 2021, at an annual salary of \$35,000. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

CCAP Unemployment Compensation Trust Agreement with PCHS. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

CCAP Unemployment Compensation Trust Agreement with Potter County. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Agreement with KOS Inc. for maintenance services on the copier in the Potter County Veterans Affairs office at a rate of \$265.00 per year, Dec. 1, 2020 to Dec. 1, 2021. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

Agreement with KOS Inc. for maintenance services on the copier in the Register & Records office at a rate of \$342.00 per year, Dec. 12, 2020 to Dec. 12, 2021. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Agreement with KOS Inc. for maintenance services on the copier in the Galetton District Justice office at a rate of \$265.00 per year, Dec. 11, 2020 to Dec. 11, 2021. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Agreement renewal with KOS Inc. for maintenance services of the plotter in the GIS office, annual cost of \$1,250.00, October 1, 2020 to October 1, 2021. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

■ **Drug & Alcohol** (11/01/20 to 06/30/2022)

Liz Haskin

Cleaning Service Agreement

\$150.00/mo.

No Change

■ **PCHS** (08/01/20 to 06/30/2021)

Potter County Education Council

Vocational Mentoring Program

\$54,000

No Change

■ **Mental Health** (08/01/20 to 06/30/2021)

Dickinson Center Inc.

School Based Mental Health Specialists

Austin Area School District

\$15,461

No Change

Coudersport Area School District

\$13,867

No Change

Oswayo Valley School District

\$13,332

No Change

Northern Potter School District

\$15,461

No Change

Galeton Area School District

\$15,461

No Change

CenClear (07/01/20 – 06/30/21)

Family-Based Mental Health

New Contract Maximum of \$20,000

Contingent on and subject to the availability of federal, state, and local funds.

CenClear (07/01/20 – 06/30/21)

Maintaining Strengths Program - Contingent on and subject to the availability of federal, state, and local funds.

New Contract Maximum of \$20,000

Crossroads Counseling, Inc. (07/01/20 – 06/30/21)

Mental Health Psych. Outpatient Services

New Contract Maximum of \$20,000

Subject to the availability of local, state, federal and other funds.

■ **Aging** (10/09/20 to 10/09/2021)

KOS

Maintenance Agreement – Copier at Galeton Senior Center

\$265.00/yr.

No Change

Pennsylvania Department of Aging (07/01/2020 – 06/30/2020)

Cooperative agreement for distribution of state and federal funding involving Pre-Admission Assessment of persons at risk of needing institutional care in cooperation with DHS and the Pa. Dept. of Health. AAA is the grantee receiving the funding to execute the agreement.

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

UPMC Cole Skilled Nursing and Rehab.

– Transportation

\$2.15/ld. mi.

\$2.25/ld. mi.

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

TRAINING REQUESTS

Kayla Berge – PCHS – Mental Health – Signs of Suicide Training, virtual, requesting registration.

Debbie Lincoln – PCHS – EI/ID – Coaching Webinar #4

Thomas Patterson – PCHS – C&Y – Zero Abuse Project Training Series, virtual, no cost.

Steve Achre – PCHS – C&Y – Serving LGBTQIA, virtual, no cost.

Sharon Prentice – PCHS – Aging – Estate Planning Seminar, virtual, no cost.

Patricia Young Allen – PCHS – Mental Health – The Perfect Storm: COVID, Fatigue, Family Trauma & Oppositional Defiance, virtual, no cost.

Patricia Young Allen – PCHS – Mental Health – Jordan Burnham – My Road to Recovery, virtual, no cost.

Monica Williams & Bryonna Swede – PCHS – C&Y & MH – LGBTQIA Children and Families – virtual, no cost.

Monica Williams – PCHS – C&Y – Fetal Alcohol Syndrome through the lifespan behaviors and strategies – virtual, no cost.

Bryonna Swede – PCHS – Mental Health – Management of Destructive Behavior in Pregnant Woman with Opioid Use Disorder – virtual, no cost; Investigating, Prosecuting & Treating Juv. Sex Offenders & Children with Sexual Behavior Problems – virtual, no cost; Management of Destructive Behavior in Pregnant Woman with Opioid Use Disorder – virtual, no cost.

Tena Emerson & Amanda Morey – PCHS –ID/EI– Virtual/Gesture Communication – virtual, no cost; Organized Health Delivery Systems – virtual, no cost.

Tena Emerson – PCHS –ID - AAW COVID 19 Update – virtual, no cost; Health Risk Screening Tool – virtual, no cost; Periodic Risk Evaluation – virtual, no cost.

Amanda Morey – PCHS –EI/ID– Adult Autism Waiver – virtual, no cost.

Keegan Abbott – PCHS - EI– Children’s Vision & Eye Health: New Resources for Vision Screening & Parent Education. – virtual – no cost.

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

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS’ REPORTS

Commissioner Grupp reported that the county is teaming with the Pa. Dept. of Health to provide free COVID-19 coronavirus tests at the Coudersport High School parking lot from Dec. 27 through Dec. 31. Commissioner Hayman noted that Sweden Valley Manor is the only site in Potter County authorized by the Pa. Dept. of Health to administer antigen testing related to the coronavirus.

BILLS

Potter County Human Services Fiscal Summary (12/17/2020)

PAYROLL AUTOMATIC DEPOSITS	\$44,508.87
PAYROLL TAX TRANSFERS (EFTPS)	\$14,047.30
STATE TAX WITHHOLDINGS (ETIDES)	\$1,974.51
ACCOUNTS PAYABLE CHECKS – Check #68921-69909 (12/17/2020)	\$216,785.33
Total Checks Written	\$277,316.01

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

Potter County Updated Fiscal Summary – 12/04/2020

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll Checks	85310			\$619.25
10	Payroll – Direct Deposit	9032423-9032518			\$92,734.29
10	General Fun – Accounts Payable	134698-134767; 134774	134236	\$500.00	\$671,467.71

10	General Fund – A/P Manual Checks	912042046- 912042050			\$131,182.21
16	911 Fund	3114-3119			\$185,167.42
22	Farmland Preserv. & Rollback	134768			\$16,862.00
32	Specialty Courts	134769			\$178.79
34	V.O.J.O.	134770			\$249.50
35	Victim Services/RASA	134771			\$1,518.84
38	Divorce Fund	134772			\$508.85
53	COVID-19 County Relief Grant	134773			\$268.34

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

Potter County Fiscal Summary – Special Run 12/10/2020

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	134775-134776			\$359,578.19

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

Potter County Fiscal Summary – 12/18/2020

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll Checks	85311			\$619.26
10	Payroll-Direct Deposit	9032519-9032615			\$92,749.22
10	General Fund – Accounts Payable	134777-134877			\$931,193.67
10	General Funds – A/P Manual Checks	912182051- 912182055			\$130,576.55
11	LEPC-Local Emergency Planning	2785-2787			\$202.87
14	Liquid Fuels	1575			\$5,302.70
16	911 Fund	3120-3127			\$218,843.77
18	Automation Fund (Civil)	134878			\$1,085.14
34	V.O.J.O	134879			\$178.00
35	Victim Services/RASA	134880-134881			\$5,378.49
37	Triple Divide Water Monitoring	134882			\$96.13

38	Divorce Fund	134883-134884			\$200,157.47
53	COVID-19 County Relief Grant	134885-134887			\$147,727.40
64	Gas Well Impact-Capital Reserve	134888			\$44,298.05

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

NEXT MEETING: Wednesday, December 30, 2020

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

Prepared by Danielle Gietler

Danielle Gietler

Potter County Executive Secretary

December 30, 2020

Approval Date