

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

January 14, 2021

CALL TO ORDER Commissioner Grupp called the meeting to order at 11:06 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.

MINUTES – January 14, 2021 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

NEW BUSINESS

Re-appointment of George Martin and Jean Martin to Potter County Aging Advisory Council for a term of three years, Jan. 1, 2020 thru Jan. 1, 2023. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Resolution 1 of 2021 – CDBG Competitive Application for Galetton Borough sewage treatment plant upgrade. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

AMP Global Strategies for 911 tower maintenance effective, Jan. 1, 2021 to Dec. 31, 2021, for \$239,000. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

AMP Global Strategies for monthly maintenance mandated by PEMA. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

Agreement renewal with Thomas A. Walrath Jr., Esq., as juvenile defender/dependency matters for Potter County, Jan. 1, 2021, to Dec. 31, 2021, at a salary of \$17,500. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Agreement renewal with KOS Inc. for maintenance services of copier in the Potter County Judge's Chambers at a rate of \$290, effective Jan. 10, 2021, to Jan. 10, 2022. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Membership list for Potter Co. Emergency Management Program for 2021. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

PCHS CONTRACTS AND AGREEMENTS

19/20

20/21

■ **Drug & Alcohol** (07/01/2020 – 06/30/2021)

Valley Forge Medical Center and Hospital- Facility ID#465121

3.7 WM Adult \$330.00/day No Change

3.5 High Adult \$323.00/day No Change

4 WM Intensive Adult \$589.37/day No Change

■ **Potter County Human Services** (12/17/2020 – 06/30/2021)

Megan Goode Cleaning Services @ PCHS New Contract \$15.00/hr.

■ **Aging** (07/01/2020 – 06/30/2021)

Cole Care, Inc., PERS, Cellular PERS, Medication Dispenser, PERS 2 Necklace Unit

PERS \$30/mo. No Change

Med Disp. \$45/mo No Change

PERS 2 Necklace Unit \$45/mo No Change

■ **Children & Youth** (07/01/2020 – 05/30/2021)

Center for Community Resources, Inc.

Successful Referral	New Contract	\$1,000/ea.
Unsuccessful Referral	New Contract	\$ 250/ea.
Family Group Meeting	New Contract	\$3,000
Family Group Meeting	New Contract	Successful Meeting \$2,000 per
		Unsuccessful Meeting
Totaling		\$30,000 Maximum cost

■ **Intellectual Disability**

Family Links (07/01/19 to 06/30/20)

Supports Coordination \$23.62/unit No Change

Family Links (07/01/20 to 06/30/21)

Supports Coordination \$23.62/unit No Change

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

TRAINING REQUESTS

Heather Morey, PCHS Aging, Grant Writing, online. Registration. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

Colleen Wilber, PCHS Drug & Alcohol, PADCAA, online. Registration. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

Amy Furman, PCHS Aging, Protective Service Basic Training, online. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PERSONNEL

Walter Stenhach, Esq., public defender, requests hiring of Kristie Potter as administrative assistant effective Jan. 12, 2021. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

COMMISSIONERS' REPORTS

Commissioner Hayman reported that Phase III of the Chesapeake Bay Watershed Implementation Plan is moving forward. Potter has partnered with Tioga and Bradford counties to create action plans that will address the problem of nutrient and sediment pollution generally and plans that specifically address each county. Potter County's contribution to the water quality degradation is minor, but county leaders recognize their responsibility.

Commissioner Heimel reported that a meeting of the new Tourism and Recreation Work Group for the Revitalize Potter County initiative will be held on Jan. 25. Goal is to increase the attractiveness of the county and its assets to tourists and to address the major challenges of population loss and increased median age in the county.

Commissioner Grupp provided an update on the COVID-19 coronavirus vaccine distribution plans. Highest-priority population groups are included in Phase 1A, with shots to be administered at UPMC Cole as well as local pharmacies. Those seeking the vaccine are advised to contact UPMC Cole or their primary care physician for details.

BILLS

Potter County Human Services Fiscal Summary (12/31/2020)

PAYROLL AUTOMATIC DEPOSITS	\$18,514.89
PAYROLL TAX TRANSFERS (EFTPS)	\$6,664.42
STATE TAX WITHHOLDINGS (ETIDES)	\$869.31
ACCOUNTS PAYABLE CHECKS – Check # 69086-69087 (1/04/2021)	\$3,221.70
Total Checks Written	\$29,270.32

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

Potter County Human Services Fiscal Summary (01/14/2021)

PAYROLL AUTOMATIC DEPOSITS	\$44,110.63
PAYROLL TAX TRANSFERS (EFTPS)	\$13,543.12
STATE TAX WITHHOLDINGS (ETIDES)	\$2,256.70
ACCOUNTS PAYABLE CHECKS – Check # 69088-69194 (1/14/2021)	\$182,888.80
Total Checks Written	\$242,799.25

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

Potter County Fiscal UPDATED Summary – 12/31/2020

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll Checks	85312-85316			\$1,528.30
10	Payroll-Direct Deposit	9032616-9032735			\$103,069.74
10	General Fund – Accounts Payable	134904-134971 & 134978	134642-134800	\$4,580.00	\$108,427.83
10	General Funds – A/P Manual Checks	912312056-912312060			\$145,399.32
11	LEPC-Local Emergency Planning	2788			\$1,400.00
14	Liquid Fuels	1576-1577			\$8,081.28
16	911 Fund	3130-3133			\$3,035.74
28	Domestic Relations IV-D	1030			\$27,968.00
34	V.O.J.O	134972-134973			\$193.72
35	Victim Services/RASA	134974-134975			\$1,162.28
38	Divorce Fund	134976			\$50.99
64	Gas Well Impact – Capital Reserve	134977			\$1,400.00

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

Potter County Fiscal Summary – Special Run 01/11/2021

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	134979			\$207,280.98

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

Potter County Fiscal Summary – 01/15/2021

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
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10	Payroll Checks	85323-85325	85317-85322	0.00	\$1,248.24
10	Payroll-Direct Deposit	9032736-9032830			\$91,326.85
10	General Fund – Accounts Payable	134980-135097; 135107 - 135108	134727	\$520.00	\$272,985.09
10	General Funds – A/P Manual Checks	901152101- 901152106			\$140,563.88
11	LEPC-Local Emergency Planning	2789-2794			\$355.98
14	Liquid Fuels	1578-1579			\$3,843.78
15	North Fork Dam	135098			\$19.37
16	911 Fund	3134-3141	3130-3131	\$518.32	\$60,891.25
17	Saulter Preserve	135099			\$30.79
18	Automation Fund (Civil)	135100			\$1,085.14
22	Farmland Preserve & Rollback	135101			\$1,020.00
34	V.O.J.O	135102			\$227.46
35	Victim Services/RASA	135103			\$1,366.45
37	Triple Divide Water Monitoring	135104			\$96.09
39	DES Building Fund	135105	135105	\$2,377.20	\$2,377.20
64	Gas Well Impact-Capital Reserve	135106			\$18,106.34

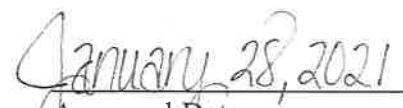
~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

NEXT MEETING: January 14, 2021

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

Prepared by Danielle Gietler


Potter County Executive Secretary


Approval Date



*Established
1804*

County of Potter Board of Commissioners

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www.pottercountypa.net*

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

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

RESOLUTION # 1 of 2021

POTTER COUNTY ON BEHALF OF GALETON BOROUGH AUTHORITY

A Resolution of the County of Potter, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for Federal Fiscal Year 2020, under the Community Development Block Grant Competitive Program, and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that the County of Potter, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Competitive Program; and

WHEREAS, the Potter County Board of Commissioners have the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds and represent the non-Entitlement communities within the county; and

WHEREAS, the Potter County Commissioners have undertaken a considerable community participation process including informational meetings, hearings, and legal notices all of which culminated in the development of this Competitive application, which is consistent with the Community Development Plan previously adopted; and

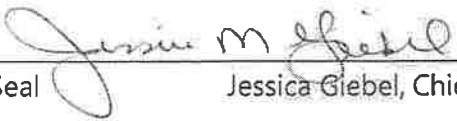
WHEREAS, the Potter County Commissioners are familiar with the requirements of the program as included in the Statement of Assurances; and


WHEREAS, upon the request of Galeton Borough Authority, the Potter County Board of Commissioners wish to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Potter County Board of Commissioners that its Chairperson is authorized to have prepared by the SEDA-Council of Governments Community Development Program staff the necessary forms and documents in order to submit an application to the Department of Community and Economic Development for Community Development Block Grant Competitive funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED that the Chairperson of the Potter County Board of Commissioners is empowered to place her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the County of Potter.

Adopted by the Potter County Board of Commissioners at the regular meeting of January 14, 2021.


Seal _____
Jessica Giebel, Chief Clerk



Nancy J. Grupp, Chairperson



Paul H. Heimel, Vice Chairman



Barry Hayman, Commissioner

