

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

July 15, 2021

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

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

Robin Fink expressed her concern about the potential impact of the proposed Maryland Air National Guard low-level military training flights on Potter County. She also posed a series of questions about the Potter County Comprehensive Plan 2020-29.

Dan Cowburn (FreePa./Potter County Republican Committee) invited the commissioners to a visit by a prospective candidate for one of Pennsylvania's seats in the U.S. Senate.

MINUTES – June 1, 2021 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Grupp yes.

NEW BUSINESS

One bid was received on the sale of a 2010 Ford Fusion. Mark Cassel offered \$2,618. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

CONTRACTS AND AGREEMENTS

Agreement with KOS Inc. for maintenance services on the typewriters at Potter County Human Services Offices, July 1, 2021 to June 30, 2022. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

Agreement with KOS Inc. for maintenance on copier for Children & Youth Services, July 1, 2021 to June 30, 2022. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

Agreement with KOS Inc. for maintenance on the copier for Dept. of the Aging, July 1, 2021 to June 30, 2022. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

Agreement renewal with Seneca Highlands Intermediate Unit Nine for the rental of Suites 216, 218 and 220 in the Gunzburger Building for Child/Adolescent Intensive Outpatient services, Aug. 24, 2021 to Aug. 23, 2022. Potter County will be paid \$12,000. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

Agreement with Databranch Inc. for a county technology assessment at fee of \$2,500. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

■ **Drug & Alcohol (07/01/2021 – 06/30/2022)**

*Alcohol & Drug Abuse Services, Inc.*

Inpatient Non-Hospital Treatment

Short Term

\$205.00/day

No Change

Inpatient Non-Hospital Treatment

Long Term

\$205.00/day

Assessments	\$ 80.00/unit
Outpatient Counseling	\$ 95.00/hr.
Group Counseling	\$ 47.50/hr.
Intensive Outpatient Counseling	\$135.00/day
Case Coordination	\$ 20.00/15 mins.

*Certified Recovery Support Specialist*

Cost reimbursement contract for \$40,000.00 No Change

*Esper Center*

Facility #257058		
Daily Dose of Methadone/Counseling	\$ 92.00/wk.	No Change
Annual Physical	\$100.00	
Annual Blood Work	\$ 50.00	

**Pyramid Healthcare, Inc./Pyramid Health Care, Inc., #077019**

3.7 WM Adult	\$304.00	\$313.00
3.5 Adult	\$243.00	\$250.00
3.5 Adult Co-occurring	\$270.00	\$278.00

**Pyramid Healthcare Inc.,#077014**

3.1 Male Only	\$129.00	No Change
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**Pyramid Healthcare, Inc., #077018**

3.1 Adult Male Only	\$115.00	\$118.00
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**Pyramid Healthcare, Inc., Bellville #447027**

3.5 Male Only	\$226.00	\$238.00
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**Pyramid Hillside #457040**

3.7 WM Adult	\$318.00	\$350.00
Short Term Adult	\$264.00	\$284.00
Short Term Adult Co-occurring	\$290.00	\$305.00

**Pyramid #097101**

3.7 WM Adult	\$313.00	\$348.00
3.5 Adult	\$244.00	\$301.00

**Pyramid Ridgeview #707235**

3.5 Adult	\$283.27	\$297.43
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■ **Early Intervention (07/01/2021)**

*Infants, Toddlers and Families*

Medicaid Waiver Operating Agreement Agreement only

■ **Mental Health (07/01/2021 – 06/30/2022)**

*Pat Harris, Independent Contractor*

Forensic Re-Entry Services

■ **Children & Youth (07/01/2021 – 06/30/2022)**

*Keystone Adolescent Center*

Description	Prior Cost – Per Diem	Current Cost – Per Diem
<b>Keystone Adolescent Center</b>	\$172.94	\$173.80
<b>Intensive Residential Male</b>	\$290.00	\$290.00 (No Change)
<b>Keystone Education Center</b>	\$172.94	\$173.80
<b>Intensive Residential Male</b>	\$290.00	\$290.00(No Change)
<b>Keystone Female Services</b>	\$182.97	\$182.97
<b>Intensive Residential Female</b>	\$296.00	\$296.00(No Change)
<b>Transitional Living – Males Apt. #1</b>	\$151.46	\$151.46(No Change)
<b>Apt. #2</b>	\$151.46	\$151.46(No Change)
<b>Apt. #3</b>	\$151.46	\$151.46(No Change)
<b>Apt. #4</b>	\$151.46	\$151.46(No Change)
<b>Apt. #5</b>	\$151.46	\$151.46(No Change)
<b>Transitional Living - Females</b>	\$157.57	\$167.00

Foster Care Program		
←Previous year limited care		
Children birth to 11 years of age	\$78.00	\$78.00(No Change)
Youth ages 12 and older	\$83.00	\$83.00(No Change)
Mother / Baby Care (any age)	\$118.00	\$118.00(No Change)
Supported Placement Level I & II	\$91.00	\$91.00(No Change)
Supported Placement Level III & IV	\$106.00	\$106.00(No Change)
Medically Dependent	\$91.00	\$91.00(No Change)
<b>**Please see attached Rate Sheet for other services**</b>		

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

### TRAINING REQUESTS

District Judge Christopher Kalacinski, Special Court Judges Association of Pa. conference, Hershey, Pa. ~ **Action** ~ Comm. Heibel moved to approve. Comm. Hayman seconded. Comm. Heibel yes; Hayman yes; Comm. Grupp yes.

### PERSONNEL

Hiring of Parker Glover for the summer internship in the Administration/Fiscal Office, effective June 21, 2021. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heibel seconded. Comm. Hayman yes; Comm. Heibel yes; Grupp yes.

Hiring of Nicole Hunt for Secretary Clerk II, Potter County Probation Department, effective July 12, 2021. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Comm. Grupp yes; Comm. Hayman yes; Comm. Heibel yes.

### COMMISSIONERS' REPORTS

Commissioner Hayman reported that the Penn State Extension Office will be reopening the first week in August.

Commissioner Heibel announced that the organizational meeting of the Potter County Jail Board of Inspectors will be held in early August.

Commissioner Grupp reported that the Potter County Project Yellow Ribbon Suicide Prevention Program will hold a 5K Glow Run on Aug. 14. in Roulette. She also noted that a COVID-19 vaccination clinic is being held at the Coudersport Senior Center and plans are being discussed to offer a clinic in Harrison Valley.

### BILLS

#### **Potter County Human Services Fiscal Summary (07/16/2021)**

PAYROLL AUTOMATIC DEPOSITS	\$45,868.51
PAYROLL TAX TRANSFERS (EFTPS)	\$15,615.70
STATE TAX WITHHOLDINGS (ETIDES)	\$2,074.31
ACCOUNTS PAYABLE CHECKS – Check #70388-70494	\$148,754.45
<b>Total Checks Written</b>	<b>\$212,312.97</b>

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

#### **Potter County Fiscal Summary – 07/02/2021 (Updated)**

<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-Direct Deposit	9034035-9034133			\$93,096.73
10	General Fund – Accounts Payable	136475-136558			\$115,052.21
10	General Funds – A/P Manual Checks	907022177-907022181			\$131,919.71

11	LEPC – Local Emergency Planning	2828-2831			\$1,722.58
15	North Fork Dam	136559			\$2,500.00
16	911 Fund	3217-3221	3216	\$119,500.	\$7,301.06
18	Automation Fund (Civil)	136569			\$1,000.00
32	Specialty Courts	136560-136561			\$462.86
34	V.O.J.O.	136562-136564			\$203.67
35	Victim Services/RASA	136565-136567			\$1,221.98
38	Divorce Fund	136568			\$56.95

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

**Potter County Fiscal Summary – Special Run - 07/09/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	136570			\$2,764.14

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

**Potter County Fiscal Summary – Special Run - 07/12/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	136571			\$30.00

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

**Potter County Fiscal Summary – 07/16/2021**

<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-Direct Deposit	9034134-9034231			\$92,124.33
10	General Fund – Accounts Payable	136572-136672	133087; 136278	\$1,648.00	\$115,052.21
10	General Funds – A/P Manual Checks	907162182- 907162188			\$139,965.92
11	LEPC – Local Emergency Planning	2832-2836			\$1,649.38
15	North Fork Dam	136673-136676			\$2,072.12

16	911 Fund	3222-3227			\$3,625.87
18	Automation Fund (Civil)	136677			\$1,104.34
21	Juvenile Restitution	136678-136680			\$347.52
34	V.O.J.O.	136681-136682			\$193.81
35	Victim Services/RASA	136683-136684			\$1,162.87
37	Triple Divide	136685			\$160.87
56	Covid Local Fiscal Rec	136686			\$17,518.25

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

**NEXT MEETING:** July 29, 2021

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

  
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 Potter County Executive Secretary

  
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 Approval Date