

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

July 1, 2021

**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**

Dan Cowburn (FreePa./Potter County Republican Committee) expressed his disappointment that the commissioners did not attend a reception held the previous Tuesday morning for a prospective candidate in the 2022 Pennsylvania gubernatorial campaign.

**MINUTES** – June 17, 2021 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

**NEW BUSINESS**

Small Business Support Grant Program application, policies & procedures. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

CDBG 2018 Fund Extension – Galetton Phase 1. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Heimel yes; Comm. Grupp yes.

**CONTRACTS AND AGREEMENTS**

Amended purchase agreement between Potter County Human Services and Harris Local Government a/k/a Computer Software Innovations Inc., for the purchase of a new software program at an initial cost of \$38,993.50 to \$48,878.50. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Heimel yes; Comm. Grupp yes.

Intergovernmental cooperative agreement between Centre County Correctional Facility and Potter County effective 07/01/2021 to 12/31/2022. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

**PCHS CONTRACTS AND AGREEMENTS**

■ **Aging (07/01/2021 – 06/30/2022)**

Health Ride Plus

Transportation – for Consumers

	<u>20/21</u>	<u>21/22</u>
	Flat Rate	No Change
	1 <sup>st</sup> 10 mi. - \$22.50/one way	
	Per Mile	No Change
	Over 10 mi. - \$1.25/mi.	

Pittsburgh Companies North/Nutrition Group

Home delivered meals (HDM),  
Congregate meals (CGM)  
provided at Senior Centers.

HDM/CGM \$6.76/ml	HDM/CGM -\$6.89
BLZD. Bx. \$6.76/ml.	BLZD. Bx.- 6.89/ml

Jennifer Ann Davis, RDN, LDN

Dietician MNT. for Home DIV. meal  
and congregate meals required by PDA.

\$55.45/hr. + expenses @	No Change
State approved rate	

Cole Care, Inc.

PERS, Cellular PERS, Medication Dispenser,  
PERS 2 necklace unit

PERS - \$30.00/mo.	No Change
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**PCHS CONTRACTS AND AGREEMENTS**

**20/21**

**21/22**

Cellular PERS - \$55.00/mo.  
Med Dispenser - \$45.00/mo.

PERS 2 Necklace Unit - \$45.00/mo.

Guardian Medical Monitoring

Personal Emergency Response System  
(PERS units & Medminders)

PERS Rental Landline \$18/mo. No Change  
PERS Rental Cellular \$28/mo.  
mPERS mo. rental \$35/mo. (mbl. GPS unit)  
Caregiver w/2-way spkr. \$25/mo.  
MedReady med. Disp. Inst. \$25. Mo.fee/\$40  
Auto fall add-ons \$7./mo.

Helpmates, Inc.

In-Home Services

\$18.42/hr.

\$18.72/hr.

**■ Aging (07/01/2021 – 06/30/2022 (Continued))**

Betty Tomak

Senior Center Operator Substitute

\$10.37/hr.

No Change

(Operates the Senior Center in absence of the Senior Center Operator)

County Homemakers, Inc.

Personal Care & Home Support

\$18.52/hr.

\$18.89/hr.

**■ Intellectual Disabilities (07/01/2021 – 06/30/2022)**

Sue Sticklin, QDDP

Assesses individuals for eligibility  
For waiver services through the  
Office of Developmental Programs

QDDP ASMT/\$150.00  
.56/mi. – state rate

No Change  
No Change

Health Ride Plus

Transportation for individuals to day programs and employment sites

Zone 1 Transportation \$26.86/trip \$26.31/trip

Zone 2 Transportation \$29.41/trip \$30.02/trip

No prior cost/New Zone 3 Transportation  
\$41.12/trip

Community Services of Venango County (CSVC)

Independent monitoring for Quality (IM4Q) entity independently monitors the quality of life for individuals with intellectual disabilities or are on the autism spectrum. Mandated Service by the office of Developmental Programs (New provider replacing The Arc of Indianan County who decided not to renew contract for financial reasons)

IM4Q Consumer Survey \$650.00/survey No change for  
fee - change in provider

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

Harbor Creek Youth Services

Dependent/Delinquent – Residential Placement – Program & Transitional Living Prgm.

St. Joseph House \$343.00 No Change

Conway House \$378.00

Columbus House \$314.15

Wagner House \$314.15

Liberty House \$275.00

George Junior Republic

Dependent/Delinquent – Residential Placement – Program & Transitional Living Prgm.

Reg. Residential \$182.61 \$274.80

Special Needs \$284.58 \$318.75

Drug & Alcohol \$183.52 \$241.80

Diagnostic \$248.91 \$282.00

Shelter Care \$178.99 No longer listed

**PCHS CONTRACTS AND AGREEMENTS**

	<u>20/21</u>	<u>21/22</u>
Crisis INT. Unt.	\$218.39	No longer listed
Int. Sup. Unit	\$342.68	\$422.20
Special Needs M.A.	\$128.64	No Change
Drug & Alcohol M.A.	\$82.94	No Change

Cornell Abraxas Group, Inc.

Residential Shelter/Placement/Treatment Programs for Male/Female  
Dependent/Delinquent Youth

Abraxas 1 (Marienville) Seneca Dorm, Dakota Dorm	\$185.50	\$191.07
Int. Open Residential Prgm. Evergreen Dorm	\$313.17	\$322.57
Female D&A Treatment Mohican Dorm	\$225.41	\$232.17

Cornell Abraxas Group, Inc. (Continued)

**Leadership Development – South Mountain**

Leadership Development Program	\$186.45	\$192.04
Leadership Development Program (Female Unit)	\$186.45	\$192.04
Abraxas Specialized Treatment Program Shelter	\$317.75 \$307.59	\$327.28 \$316.82

**Abraxas Youth Center – South Mountain**

Secure Residential Treatment	\$333.10	\$343.09
Detention Shelter	\$307.59 \$307.59	\$316.82 \$316.82

**Abraxas Academy – Morgantown**

Secure Residential Treatment	\$338.26	\$348.41
Detention	\$311.74	\$357.00
Transitional Living	\$216.74	No longer listed

Diakon Child, Family & Community Ministries

Foster Care Services, Adoption/SWAN Services, Youth Services, Family Based  
Programs, Family Life Services (Specialized in-home services)

**FOSTER CARE SERVICES:**

Traditional Foster Care Level 1 (Foster care, kinship, foster/adoption)	\$59.28/diem	No Changes
Specialized Foster Care Level II (Foster care, kinship, foster/adoption)	\$77.57/diem	
Treatment Foster Care Level III (Foster care, kinship, foster/adoption)	\$93.25/diem	
Medically Fragile Foster Care Level I (foster care, kinship, foster/adoption)	\$76.64/diem	
Medically Fragile Foster Care Level II (foster care, kinship, foster/adoption)	\$71.60/diem	
Medically Fragile Foster Care Level III (foster care, kinship, foster/adoption)	\$54.95/diem	
Medically Fragile Foster Care Level IV (foster care, kinship, foster/adoption)	\$50.05/diem	
Steps to Independence – Teen Care	\$99.65/diem	
Supervised Visitation (as county approved and specified)	\$37.00/hour	
Transportation (as county approved and specified)	\$30.00/hour	
Mileage (as county approved and specified)	Prevailing Federal rate	
Casework Counseling (as county approved and specified)	\$52.00/hour	
Family Finding (as county approved and specified)	\$1,000/2 months	
Berks Placement Prevention/ Re-entry Program (as county approved and specified)	\$100.00/hour + trans. \$30.00/hr. + Curr. mi. rate	

**PCHS CONTRACTS AND AGREEMENTS**

**20/21**

**21/22**

ADOPTION/SWAN SERVICES

Child Profile	\$2,100/unit	
Child Specific Recruitment	\$2,800/unit	
Family Profile	\$2,700/unit	
Child Preparation	\$2,900/unit	
Placement	\$1,950/unit	
Finalization	\$2,250/unit	

Galeton Area School District

School Based Int. Case Mgmt.	\$6,000.00	No Change
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Mikele Bay, CAC of McKean County

McKean Cnty. Child Adv. Cntr. Forensic Interview	\$300.00	No Change
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■ **Coordinated Services (07/01/2021 – 06/30/2022)**

<u>Transportation</u>	\$2.15/ld. mi.	No Change
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■ **Drug & Alcohol (07/01/2021 – 06/30/2022)**

Katie Taylor

Prevention and SAP Services for five school districts and community

Cost reimbursement contract	\$38,000	\$39,000
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Warren General Hospital

Hospital based Detox Adult	New Contract	\$730./day
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■ **Early Intervention (07/01/2021 – 06/30/2022)**

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.	<b>No Changes</b>
Occupational Therapy	\$ 32.71/15 mins.	
IFSP Teaming Occupational Therapy	\$ 32.71/15 mins.	
Evaluation Speech Pathology	\$236.80/eval.	
Speech Pathology	\$ 32.71/15 mins.	
Evaluation Special Instruction	\$ 32.71/15 mins.	
Special instruction	\$ 28.83/15 mins.	
IFSP Teaming Special Instructions	\$ 28.83/15 mins.	
Special Instruction-Behavioral	\$ 28.83/15 mins.	
Physical Therapy	\$ 32.71/15 mins.	
Physical Therapy Evaluation	\$ 32.71/15 mins.	

Care for Children

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.	<b>No Changes</b>
Occupational Therapy	\$ 32.71/15 mins.	
IFSP Teaming Occupational Therapy	\$ 32.71/15 mins.	
Evaluation Speech Pathology	\$236.80/eval.	
Speech Pathology	\$ 32.71/15 mins.	
Evaluation Special Instruction	\$ 32.71/15 mins.	
Special instruction	\$ 28.83/15 mins.	
IFSP Teaming Special Instructions	\$ 28.83/15 mins.	
Special Instruction-Behavioral	\$ 28.83/15 mins.	
Physical Therapy	\$ 32.71/15 mins.	
Physical Therapy Evaluation	\$ 32.71/15 mins.	

**PCHS CONTRACTS AND AGREEMENTS**

**20/21**

**21/22**

Elizabeth Costello

Services for children with a disability or not meeting developmental milestones. Early Intervention needs to provide a speech therapist for those children showing a delay in communication.

Speech Pathology	\$ 32.71/15 mins.	<b>No Changes</b>
Evaluation Speech Pathology	\$236.80/eval.	

Mary Buzard

Independent evaluator for eligibility for Early Intervention determination of services as required by law.

Evaluation Nursing/Health Services	\$28.83/15 mins.	No Changes
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**■ Mental Health (07/01/2021 – 06/30/2022**

Concern

Intensive Behavioral Health Services	\$20,000.0 max. \$12.86/15 unt.	\$20,000 max. \$12.87/15 unit
	For individual w/just Med. Asst.	
	\$29./15 min. unit	No Change
	For indiv. w/o med. Asst. & comm. care behavior health, both w/prior appr. from MH Director.	

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

**TRAINING REQUESTS**

--Ellen Russell, Community Development Director to attend Pa. Route 6 Educational Summit & Annual Meeting, Kane, Pa. and PEDDA Regional Member Meeting, Clearfield, Pa. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

--Kayla Wright, PCHS Mental Health, to attend Child Outcomes: IBHS; virtual. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

--Colleen Wilber, CHS Drug & Alcohol to attend PACDAA; State College. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Heimel yes; Comm. Grupp yes.

**PERSONNEL**

Corrections Officer Joshua Knauer has resigned effective July 10,2021. ~ **Action** ~ Comm. Heimel moved to acknowledge. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

Reclassify Lacey Crawford (PCHS) as Clerk Typist 3 effective July 19,2021. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Grupp yes; Comm. Heimel yes.

Joe Kurtz, Maintenance Director, requests hiring of Daniel Foster as a full-time maintenance worker, effective July 1, 2021. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

**CHIEF CLERK REPORT**

Applications received for 2021 Liquid Fuel Tax funds from Oswayo Borough, \$362.94; and Roulette Township, \$2,605.72; also, amending Allegany Township from \$2,600.00 to \$2,039.46. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Hayman yes; Comm. Grupp yes.

**COMMISSIONERS' REPORTS**

Commissioner Heimel provided an update on the county's initiative to extend high-speed internet access to unserved or underserved areas of the county. Emphasis is on developing public/private partnerships that will result in the private sector providing service.

Commissioner Grupp reported that the deadline for townships and boroughs to apply for grants under the federal American Rescue Plan is now July 29, 2021. Several municipalities have not yet applied, and the county is offering to help them with the process.

**BILLS**

**Potter County Human Services Fiscal Summary (07/1/2021)**

PAYROLL AUTOMATIC DEPOSITS	\$45,903.91
PAYROLL TAX TRANSFERS (EFTPS)	\$15,692.31
STATE TAX WITHHOLDINGS (ETIDES)	\$2,076.83
ACCOUNTS PAYABLE CHECKS – Check #70296 6/18	\$1,451.64
ACCOUNTS PAYABLE CHECKS – Check #70297-70387 6/29	\$96,251.33
<b>Total Checks Written</b>	<b>\$161,664.01</b>

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

**Potter County Fiscal Summary – First of the Month - 07/01/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	136462-136472			\$110,175.36
10	General Fund – A/P Manual Checks	999153			\$35.00
16	911 Fund	3214-3215			\$421.15

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

**Potter County Fiscal Summary – Special Run – 06/29/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	136473-136474	136345; 136351	\$409.60	\$259.80

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

**Potter County Fiscal Summary – 07/02/2021**

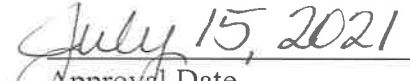
Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Direct Deposit	9034035-9034133			\$93,096.73
10	General Fund - Accounts Payable	136475-136558			\$115,052.21
10	General Fund – A/P Manual Checks	907022177-907022181			\$131,919.71
11	LEPC	2828-2831			\$1,722.58
15	North Fork Dam	136559			\$2,500.00
16	911 Fund	3217-3221	3216	\$119,500.00	\$7,301.06
32	Specialty Courts	136560-136561			\$462.86
34	V.O.J.O.	136562-136564			\$203.67
35	Victim Services	136565-136567			\$1,221.98
38	Divorce Fund	136568			\$56.95

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

**NEXT MEETING:** July 15, 2021

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

  
\_\_\_\_\_  
Potter County Executive Secretary

  
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Approval Date

