

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

August 25, 2021

(Meeting recordings are destroyed after meeting minutes are approved.)

CALL TO ORDER Commissioner Grupp called the meeting to order at 6:00 pm

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

Several citizens addressed the Board of Commissioners in an open forum, offering comments and posing questions about a broad range of topics. During the discussion, Robert Rossman presented the board with signed petitions calling on the commissioners to pass an ordinance declaring Potter County a "Second Amendment Sanctuary."

MINUTES – August 12, 2021 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Grupp yes.

OLD BUSINESS

Planning/GIS Director Will Hunt presented an update on the Potter County Broadband Initiative. He said the coronavirus pandemic has revealed the need for high-speed internet access for delivery of education, telemedicine, telecommuting options and connectivity for the socially isolated, including senior citizens. Tri-Co Connections and other providers are delivering service in some areas. The county initiative focuses on a partnership with schools, municipalities and service providers to extend coverage, which would enable the private sector to deliver internet service. The county's 911 emergency communication network towers could be utilized. Director Hunt said the county is seeking a federal grant to cover the start-up costs.

NEW BUSINESS

Highest bid through the online Municibid auction for a Potter County Human Services van that has been taken out of service due to high mileage and other factors came from Richard Gatto, offering \$1,250. ~ **Action** ~ Comm. Heimel moved to accept. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Comm. Grupp yes.

Community Development Block Grant FFY 2016 budget revision to provide administrative fees for an infrastructure project in Shinglehouse. ~ **Action** ~ Comm. Grupp moved to approve. Comm Hayman seconded. Comm. Grupp yes, Comm. Hayman yes, Comm. Heimel yes.

Reappointment Ellen Russell to a new term on the Potter County Housing Authority, 07/12/2021 to 12/31/2025. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Comm. Grupp yes.

Appointment of Gary Walton to the Potter County Local Emergency Planning Committee to represent Morgan AM, effective August 10, 2021, and to remain for the term of his employment. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Heimel seconded. Comm. Grupp yes; Comm. Heimel yes; Comm. Hayman yes.

CONTRACTS AND AGREEMENTS

Agreement with Central Counties Youth Center and Juvenile Probation Department for housing juveniles at a rate of \$300/day. Transportation will be \$1.00/mile and \$20/hour. Effective July 1, 2021, to June 30, 2022. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Comm. Grupp yes; Comm. Heimel yes.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

■ Intellectual Disability (07/01/2020 – 06/30/2021)

Health Rid Plus – ADDENDUM

Transportation to Day Program
Or place of employment

Zone 1 - \$26.86/Trip Zone 1 - \$26.31/Trip
Zone 2 - \$29.41/Trip Zone 2 - \$30.02/Trip

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

Gaudenzia, Erie, Inc. Facility #257046(3.1)

\$156.00/day

\$215.00/day

Gaudenzia, Erie, Inc. Facility #257048(3.1)

\$112.00/day

\$145.00/day

(Adult Male Only)

Gaudenzia, Erie, Inc. Facility #251086(3.7)

\$350.00/day

\$395.00/day

(Adult WM) 3.5 Adult

Gaudenzia, Erie, Inc. Facility #257087(3.5)

\$269.00/day

\$364.00/day

(Erie House of Healing)

Bradford Recovery Center Facility #087028

3.7 WM (Adults)

\$350.00/day

\$382.00/day

3.5 (Adults)

\$264.00/day

No Change

3.5 Co-occurring (Adults)

New Service

\$299.00/day

2.5 (Adults)

New Service

\$120.00/day

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

TRAINING REQUESTS

District Attorney Andy Watson requests expenses for Katrina Croke, Secretary/Clerk, to attend Key Personnel Conference, State College, Pa. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Comm. Grupp yes.

Nicole Larsen, Register and Recorder, expenses to attend Pa. Recorder of Deeds Conference, State College, Pa. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Comm. Grupp yes; Comm. Heimel yes.

Chief Assessor Jake Ostrom, expenses to attend Act 28 of 1992 for Pa Assessors, Lewisburg, Pa. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Comm. Grupp yes.

Thomas Patterson, Director of Children & Youth Services, expenses to attend Leadership Roundtable, Lewisburg, Pa., and PCYA October Quarterly Meeting, Pocono Manor, Pa. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Comm. Hayman yes; Comm. Grupp yes; Comm. Heimel yes.

PERSONNEL

Potter County Administration Office announces the end of summer intern assignment for Parker Glover, effective August 13, 2021. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Comm. Grupp yes.

Sheriff Glenn Drake II has hired Joan Skinner as a part-time Courthouse Security Guard, effective August 23, 2021. ~ **Action** ~ Comm. Heimel moved to acknowledge. Comm. Grupp seconded. Comm. Heimel yes; Comm. Grupp yes; Comm. Hayman yes.

Sheriff Glenn Drake II has hired Leslie Skinner as a part-time Courthouse Security Guard, effective August 23, 2021. ~ **Action** ~ Comm. Grupp moved to acknowledge. Comm. Hayman seconded. Comm. Grupp yes; Comm. Hayman yes; Comm. Heimel yes.

Potter County Chief Deputy Sheriff Larry Goodwin has revised the effective date of his retirement to October 1, 2021. ~ **Action** ~ Comm. Hayman moved to acknowledge. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Comm. Grupp yes.

Acknowledgment for the purpose of recordkeeping Jail Warden salary previously approved by the Salary Board. ~ **Action** ~ Comm. Hayman moved to acknowledge. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Comm. Grupp yes.

CHIEF CLERK REPORT

Application for 2021 Liquid Fuel Tax funds from Coudersport Borough, \$4,543.10. ~ **Action** ~ Comm. Heibel moved to approve. Comm. Hayman seconded. Comm. Heibel yes; Comm. Hayman yes; Comm. Grupp yes.

COMMISSIONERS' REPORTS

Commissioner Hayman reported that Potter County will be represented by Commissioner Heibel on four National Assn. of Counties panels – Veterans and Military Affairs Committee, Justice and Public Safety Committee, Rural Action Caucus and Arts & Culture Council. Comm. Hayman also stated that the Chesapeake Bay Watershed Work Group will be holding its final stakeholders meeting in preparation for presenting its management plan.

Commissioner Grupp reported that the COVID-19 coronavirus vaccine clinic scheduled for Aug. 26 at the Coudersport Senior Center has been cancelled. Potter County Area Agency on Aging is investigating a new date to offer free vaccinations. Comm. Grupp also announced that Potter County Habitat for Humanity is seeking volunteers for a women-led construction session at the organization’s current work site in Roulette.

Commissioner Heibel reported that the county’s Information Technology Department is conducting cybersecurity evaluations and developing security training sessions for employees.

BILLS

Potter County Human Services Fiscal Summary (08/27/2021)

PAYROLL AUTOMATIC DEPOSITS	\$46,235.14
PAYROLL TAX TRANSFERS (EFTPS)	\$15,746.07
STATE TAX WITHHOLDINGS (ETIDES)	\$2,089.58
ACCOUNTS PAYABLE CHECKS – Check #70706 8/13	\$54,905.17
ACCOUNTS PAYABLE CHECKS – Check #70707-75815 8/12	\$101,372.17
Total Checks Written	\$220,348.13

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

Potter County Fiscal Summary – Special Run - 08/16/2021

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	General Fund – Accounts Payable	136913-136914			\$8,075.10

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

Potter County Fiscal Summary – Special Run - 08/24/2021

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	136915			\$5,222.87

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

NEXT MEETING: September 9, 2021 @ 11 a.m.

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

Danielle Litten

Potter County Executive Secretary

September 9, 2021

Approval Date