

~ Minutes ~

**POTTER COUNTY COMMISSIONERS MEETING**

**April 22, 2021**

**CALL TO ORDER** Commissioner Grupp called the meeting to order at 11:24 am

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENT**- Christine Perneski, Northcentral Pa. Regional Planning and Development Commission, expressed appreciation for partnerships with Potter County.

**MINUTES** – April 8, 2021 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Comm. Hayman yes; Comm. Heimel yes; Grupp yes.

**NEW BUSINESS**

Bids for dump trailer. Highest bid \$3,110 from Janet Riesman. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Grupp yes.

**PCHS CONTRACTS AND AGREEMENTS**

**19/20**

**20/21**

■ **Mental Health (09/01/2020 – 06/30/2021)**

*Concern Counseling Service*  
(Mental Health Crisis Service)

New Contract

max of  
\$74,000.00

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

**TRAINING REQUESTS**

Will Hunt/Charlie Tuttle – Planning/GIS Conference; virtual, May 11-12, 2021. Registration fee. Debbie Lincoln & Amanda Morey – PCHS – Using the LifeCourse Framework for Transition; virtual; no cost. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Grupp yes.

**PERSONNEL**

Sean Farrant, Corrections Officer at jail, resigned effective April 28, 2021. ~ **Action** ~ Comm. Hayman moved to acknowledge. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

PCHS/Mental Health requests hiring of Kiara Perkins as full-time MH Caseworker I, effective April 19, 2021. (This position was converted from a Caseworker II to a Caseworker I to fill position due to lack of applicants.) ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Comm. Heimel yes; Comm. Hayman yes; Grupp yes.

**CHIEF CLERK REPORT**

Applications received for 2021 Liquid Fuel Tax Funds from Oswayo Township, \$1,566.42; Pike Township, \$1,020.06. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

**COMMISSIONERS' REPORTS**

Commissioner Hayman reported that all but one of the 24/7 monitors on public water sources in Potter County are now back on line. They serve as an early warning system in the event of water degradation, while providing long-term water quality data. Also, in observance of Conservation District Week, Commissioner Hayman commended the leadership and staff of the Potter County Conservation District for their conscientious and excellent service.

Commissioner Grupp reported on the growing number of Potter County residents receiving the COVID-19 coronavirus vaccine. She pointed out that a federal tax credit available is for employers who grant leave to workers to receive the vaccine. Also, Commissioner Grupp noted that nine applications were received for federal pandemic relief grants that the county is administering for businesses in the hospitality industry. Funds will be awarded on June 15. Also, she announced that a consultant retained by the county to assist in administering funds from the American Rescue Plan will be available to meet with township and borough officials in the coming weeks.

Commissioner Heimel reported that the Maryland Air National Guard proposal to conduct low-level military training flights for up to 170 days per year over most of Potter County and sections of neighboring counties has been released to county commissioners and other stakeholders. A public comment period will soon be announced. Commissioner Heimel said concerns about the impact on tourism and the county's quality of life have been expressed to the board. Pa. DCNR is requesting that the Air National Guard conduct a full environmental impact study. He added that the board will discuss whether to take a formal position on the proposal.

**BILLS**

**Potter County Human Services Fiscal Summary (04/21/2021)**

PAYROLL AUTOMATIC DEPOSITS	\$48,155.53
PAYROLL TAX TRANSFERS (EFTPS)	\$16,778.64
STATE TAX WITHHOLDINGS (ETIDES)	\$2,184.09
PAUC	
ACCOUNTS PAYABLE CHECKS – Check # 69769 (4/15)	\$2,950.00
ACCOUNTS PAYABLE CHECKS – Check #69770-69878 (4/22)	\$232,330.87
<b>Total Checks Written</b>	<b>\$302,399.13</b>

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

**Potter County Fiscal Summary – 04/09/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Direct Deposit	9033353-9033452			\$98,585.08
10	General Fund – Accounts Payable	135650-135738	135582	\$6,548.98	\$249,449.36
10	General Funds – A/P Manual Checks	904092136-904092141			\$148,180.74
11	LEPC-Local Emergency Planning	2814-2816			\$170.05
16	911 Fund	3178-3184			\$3,227.67
18	Automation Fund (Civil)	135739			\$1,104.34
27	Substance Abuse (Act 198)	135740			\$5,500.00
34	V.O.J.O	135741-135742			\$238.55
35	Victim Services/RASA	135743-135744			\$1,613.53
64	Gas Well Impact – Capital Reserve	135745			\$145,000.00

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

**Potter County Fiscal Summary – Special Run 04/12/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
62	CDBG Entitlement	135746			\$1,132.42

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

**Potter County Fiscal Summary – 04/23/2021**

Fund #	Fund Description	Check #'s	Voided Check #'s	Voided Check Amt	Total
10	Payroll-Direct Deposit	9033453-9033581			\$105,088.76
10	General Fund – Accounts Payable	135747-135838	135701	\$395.82	\$226,967.54
10	General Funds – A/P Manual Checks	904232142-904232147			\$147,297.11
15	North Fork Dam	135839			\$25.00
16	911 Fund	3185-3187			\$25,703.28
17	Saulter Preserve	135842			\$57.49
22	Farmland Preserve & Rollback	135842			\$52.00
34	V.O.J.O	135843-135844			\$195.72
35	Victim Services/RASA	135845-135846			\$1,174.28
37	Triple Divide Water Monitoring	135847			\$173.69
38	Divorce Fund	135848			\$22,933.00
55	Phare Grant	135849			\$18,750.00

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

**NEXT MEETING:** May 6, 2021

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

Prepared by Danielle Gietler

  
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 Potter County Executive Secretary

  
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 Approval Date