

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

February 10, 2022

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

CALL TO ORDER Commissioner Nancy Grupp called the meeting to order at 11:00 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS

MINUTES – January 27, 2022 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

NEW BUSINESS

Resolution 1 of 2022 Veterans’ Real Estate Tax Exemption. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

Amendment to Resolution 11 of 2021 ATA Fiscal Year 2022-2023. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

Consideration for appointment of Steve Achre to the Potter County Human Services ATOD Advisory Board for a three-year term effective 02/2022 to 02/2025. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

Maintenance Agreement Renewal with KOS, Inc. for maintenance services of the copier in the Potter County Public Defender’s Office at a rate of \$.007 per copy for black/white and \$.069 percopy for color. Effective February 18, 2022, to February 18, 2023. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

PCHS CONTRACTS AND AGREEMENTS

20/21

21/22

■ DRUG & ALCOHOL (07/01/2021 – 06/30/2022)

Avenues of Recovery at Valley Forge

Adult Drug and Alcohol Inpatient	New Contract	
Inpatient 3.5		\$354.00/day
Inpatient 3.7 Withdrawal Management		\$380.00/day
Inpatient 4.0 Withdrawal Management		\$589.37/day
Inpatient 4.0		\$589.37/day

■ PCHS (01/25/2022 – 06/31/2022)

Janice Major

Assist in training of new Fiscal Tech	New Contract	
	\$30.00/hr. & Fiscal Tech	
Supervisor and to assist		Max. of
60 hrs. with year-end-closing of PCHS programs.		

■ AREA AGENCY ON AGING (01/11/2022 – 06/30/2022)

Kinzua Health Care and Rehabilitation Center

Skilled Nursing Facility w/Dementia Unit	New Contract	\$274.00/day
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■ CHILDREN & YOUTH (07/11/2021 – 06/30/2022)

Alcohol and Drug Services, Inc.

Strengthening Families Program	\$35,071.04/successful	No Change
	series of classes	

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

yes.

TRAINING REQUESTS

Glenn Dunn, Dean Predmore and Kathleen Brooks with Potter County DES to virtually attend the IST Training PEMA Quarterly at no cost. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

Ellen Russell; Potter County Community Development Director to attend the PEDAs Spring Conference April 4th through the 6th 2022, Harrisburg, PA. Requests registration, lodging, mileage, and meals. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

Jake Ostrom; Potter County Tax Assessment to virtually attend the Industrial Valuation/Alternative Energy Valuation. Requests registration. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

Crystal Thomas: PCHS DA Director, to virtually attend the PACDAA Membership Meeting. Requests registration. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

Judge Minor and Thomas Patterson to attend the Autism and Dependency Courts Task Force Summit. March 29th through the 31st 2022, Blue Bell, PA. Requests lodging, mileage and meals. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

PERSONNEL

Resignation of Lisa Harris, Aging Care Manager II has given Isaac Musser, Deputy Director of PCHS Aging, her resignation effective March 4, 2022. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes.

Resignation of Kelsey Valenti, First Deputy in the treasurer department has given Treasurer Krista Miller, her resignation effective February 21, 2022. ~ **Action** ~ Comm. Grupp moved to acknowledge. Comm. Hayman seconded. Grupp yes; Hayman yes.

CHIEF CLERK REPORT None

COMMISSIONERS' REPORTS

Commissioner Hayman announced that the Emergency Medical Service Grant was awarded to the following agencies:

Austin VFD:	\$15,000.00
Austin Ambulance Assoc.:	\$8,325.05
Coudersport VFD:	\$15,000.00
Genesee Ambulance Assoc.:	\$8,325.05
Genesee VFD:	\$15,000.00
Goodyear Hose Co. VFD:	\$15,000.00
Kettle Creek Ambulance Assoc.:	\$3,767.70
Kettle Creek VFD:	\$13,200.00
Roulette VFD:	\$15,000.00
Roulette Ambulance Assoc.:	\$8,325.05
Shinglehouse Ambulance Assoc.:	\$8,325.05
Shinglehouse VFD:	\$15,000.00

Commissioner Grupp reported on behalf of Commissioner Heimel that he is currently traveling to attend the NACO Conference. He will be discussing and lobbying on behalf of the Veteran Affairs matters and the Criminal Justice System.

Commissioner Grupp went on to report for herself that the Maryland Air National Guard has had two more letters sent to them one from Senator Glenn Thompson and the other from Congressman Fred Keller to come and discuss the possible fly over trainings that would be held in our area. Comm. Grupp also reported that she has been chosen to be a part of a COVID Advisory Board that has been made up of the Department of Health, members of UPMC Cole;

Penn State Ed and other local agencies.

BILLS

Potter County Human Services Fiscal Summary (02/10/2022)

PAYROLL AUTOMATIC DEPOSITS	\$44,676.66
PAYROLL TAX TRANSFERS (EFTPS)	\$14,544.69
STATE TAX WITHHOLDINGS (ETIDES)	\$1,990.42
PAUC	\$38.97
Local W/H	\$648.34
Paytime P/R Charge	\$491.50
ACCOUNTS PAYABLE CHECKS – #71915 (2/3)	\$740.17
ACCOUNTS PAYABLE CHECKS – #71916-72027 (2/10)	\$180,969.23
Total Checks Written	\$244,099.98

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

Potter County Fiscal Summary – Special Run: 01/26/2022

<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	General Fund – Accounts Payable	138229-138230			\$200.00
16	911 Fund	2869-2870			\$2,001.93

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

Potter County Fiscal Summary – 01/28/2022

<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 Checks	5001			\$1,392.99
10	Payroll – Direct Deposit	3229-3328			\$97,954.41
10	General Funds – Accounts Payable	138231-138320, 138321-138328	138274; 138274; 138294; 138306; 138306	\$4,865.11	\$153,790.65
10	General Funds – A/P Manual Checks	8			\$98,720.01
16	911 Fund	3301-3307	3306	\$4,412.73	\$19,054.25
17	Saulter Preserve	138315			\$16.55
32	Specialty Courts	138313			\$206.54
34	V.O.J.O.	138274 & 138282			\$231.68
35	Victim Services/RASA	138274 & 138282			\$1,391.76
56	COVID Local Fiscal Recovery	138235 & 138270			\$6,846.01

62	CDBG Entitlement	138329 & 138330			\$9,740.02
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~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes.

Potter County Fiscal Summary – First of the Month: 02/01/2022

<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	General Fund – Accounts Payable	138331-138345			\$31,498.44
10	General Fund – A/P Manual Checks	9			\$35.00
16	911 Fund	3308-3309			\$456.15

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

PUBLIC COMMENT:

A member of the public gave their opinion on the dismay of the COVID Advisory Board and how they feel it is against the public's "Constitutional Freedom". They wanted to know if they are going to do studies etc. Comm. Grupp responded that it is too soon to know what all will come from this board as they only had their first meeting in January and that she believes it will be collective information across all agencies involved.

Another citizen felt that as long as the Advisory Board is two sided and not just once sided then they feel it will be good and would hope that they would look to get public input and not just the health care providers.

A question was raised about the outcome of the grievance that was presented to the Commissioners from the Jail Board decision. It was answered by Comm. Grupp that at the next meeting of the Commissioners will be a reading of the minutes from that Special Commissioners meeting.

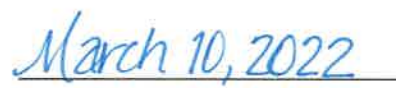
Another concern was regarding the trainings that the taxpayers pay for; that there is never any reports on what the people who go have learned or been able to bring back to improve the county

NEXT MEETING: Thursday, February 24, 2022 @ 11 a.m.

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



 Potter County Executive Secretary



 Approval Date



*Established
1804*

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

County of Potter Board of Commissioners

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

RESOLUTION # 1 OF 2022

POTTER COUNTY REAL ESTATE TAX EXEMPTION FOR NON-WAR TIME VETERANS AND SURVIVING SPOUSES.

WHEREAS, the County of Potter currently provides a real estate exemption for all Veterans and unmarried surviving spouses of Veterans who meet the criteria as stated in the County Code and Title 51, subchapter c, section 5.23 eligibility criteria and

WHEREAS, if a service member is rated at 100%, but has no war time service established by the Department of Veterans Affairs, as established by state legislation does not allow the service member to qualify for real estate tax exemption and

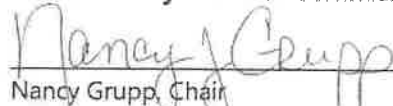
WHEREAS, the County of Potter wishes to extend the real estate tax exemption to service members who served during a non-war time period, as established by the Department of Veterans Affairs, and their surviving spouse.

WHEREAS, if the surviving spouse should remarry the real estate tax exemption shall end.

NOW, THEREFORE, BE IT RESOLVED by the County of Potter Board of Commissioners that, the County of Potter is committed to supporting the thousands of Veterans and their dependents in our county and grant real estate tax exemption to Veterans with no war time service and their surviving spouses.

By adoption of this Resolution during the County of Potter Board of Commissioner's regular meeting, the plans and policies delineated above are hereby adopted effective February 10, 2022.

Potter County Board of Commissioners



Nancy Grupp, Chair



Paul Heimel



Barry Hayman

ATTEST



Jessica M. Giebel, Chief Clerk