

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL Comm. Doug Morley, present; Comm. Paul Heimel, present; Comm. Susan Kefover, present; Chief Clerk Todd Brown, present; Recording Secretary Judy Snyder; present.

MINUTES – October 7, 2010 Comm. Kefover moved to approve as submitted; Comm. Heimel seconded; Morley, yes; Comm. Heimel, yes; Comm. Kefover, yes.

NEW BUSINESS

RETROACTIVE – Karin Karr– Contractor -Tax Assessment/Claim as directed by Chief Assessor for up to 90 days at a rate of \$10.00 per hour. Effective of Oct 18, 2010 – January 18, 2011. Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Comm. Heimel, yes; Comm. Kefover, yes.

RETROACTIVE NOTIFICATION OF HIRING– Carrie Fanning – Contractor –Recorder of Deeds/Register of Wills as assistant in archival preservation and records management. Effective of Oct 11, 2010 at a rate of \$10.00 per hour. Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

ORDINANCE – To adopt an ordinance amending the Potter County Subdivision & Land Development Ordinance of 1995 through the repeal thereof in its entirety and in its place adopting “Potter County Subdivision & Land Development Ordinance of 2010. Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

BCSE –LEGAL SERVICE AGREEMENT - Between Thomas Walrath Jr. Title IV-D Attorney and Potter County Domestic Relations, Oct 1, 2010 -September 30, 2015. This is a renewal agreement to maintain and improve the effectiveness of the Child Support Enforcement Program. Comm. Kefover moved to approve; Comm. Heimel, seconded; Morley, yes; Heimel, yes; Kefover, yes.

APPOINTMENT – George and Jean Martin to the Aging Advisory Council. Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

FIRST RESPONDERS – County Employees who are First Responders for the Ambulance or Fire Companies sometimes miss work because of an emergency that began before work hours but continued into county work schedule. These First Responders currently lose their pay during that absence. After researching this issue with surrounding counties, it is suggested that these employees be compensated a “time worked” in such emergency situations when they cannot return to work. A statement would be required from the appropriate squad leader documenting the time the responder was present at the incident. This new policy would be contingent upon approval from the unions. Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

2011 HOLIDAY SCHEDULE – Comm. Heimel moved to approve as submitted; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

BIDS – One bid was received for the Curtis snow plow straight frame. Bid was from David Curtz for \$201.00. Comm. Kefover, moved to table; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

CONTRACTS AND AGREEMENTS

POTTER COUNTY HUMAN SERVICES CONTRACTS

CHILDREN AND YOUTH

09/10 10/11

Galeton School District

Northern Potter School District

Food Services, 21st Century Grant

2010/2011 Academic Year

For entire grant year

\$1600 \$1000

10/1/10 to 6/30/11

COORDINATED SERVICES

Charles Cole Memorial Hospital

Transportation

\$2.32/trip
No Change

7/1/10 to 6/30/11

Intermediate Unit 9

Transportation

\$2.32/trip
No Change

7/1/10 to 6/30/11

MENTAL HEALTH

Donna Kelly

Escort, Mental Health Transport

Round trip, portal to portal of 4 hrs. or less

\$35.00 No Change

Round trip, portal to portal of 4 hrs. or more

Change	No Change
\$60.00	

Use of personal vehicle to reach the

Of PCHS vehicle¹

7/1/10 to 6/30/11

Comm. Kefover 1

yes; Kefover, yes.

TRAINING REQUESTS

Nancy Hurt – Domestic Relations – Fall Directors Conference, Oct 28-29, 2010 – State College, Pa, - Request for meals, mileage and lodging (\$130.00) Purpose-to get updates on all new or amended legal guidelines and requirements.

Janet Long, Rhonda Weimer, Barbara Busch, Donna Foust, Kate Reynolds, Darcy Shutt-Mandatory Individual Service Plan Training – Brockway, Pa – Request for meals, mileage. Purpose-Mandatory training on new individual service plans.

Comm. Kefover moved to approve both request. Comm. Heimel seconded, Morley, yes; Heimel, yes; Kefover, yes.

PERSONNEL

PCHS –Temporary Position – William Krog –Part-time Caseworker 2,

Temporary position due to significant increase in caseload and to remain in regulatory compliance; 20-25 hrs per week at a rate of \$12.61 per hour. Comm. Kefover moved to approve; Comm. Heimel seconded, Morley, yes; Heimel, yes; Kefover, yes.

CHIEF CLERK REPORT:

Application for County Liquid Fuels Tax Funds – Wharton Township \$872.87. Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes, Heimel, yes; Kefover, yes.

COMMISSIONERS' REPORTS

Comm. Heinkel reminded everyone that they can follow natural gas developments on the Potter County web site. Next Potter County Natural Gas Task Force meeting will be held on Nov 9, 2010.

Comm. Morley spoke about a series of meetings taking place with townships and boroughs to learn more about road bonding, maintenance agreements among other detailed information. Northcentral Local Transportation Assistance Program (LTAP) and PennDOT were on hand.

BILLS

Potter County Human Services

PAYROLL CHECKS – Check #s 3398-3405	5,687.91
PAYROLL AUTOMATIC DEPOSITS	49,528.03
PAYROLL CHRISTMAS CLUB DEPOSITS	1,570.00
PAYROLL TAX TRANSFERS(EFTPS)	19,253.56
STATE TAX WITHHOLDINGS (ETIDES)	2,499.22
PASCDU	
ACCOUNTS PAYABLE CHECKS - Check # 36396 -10/14	2,000.00
ACCOUNTS PAYABLE CHECKS -- Check # 39394-36547- 10/21	167,007.10
ACCOUNTS PAYABLE CHECKS -- Check # 36548-63549 -10/22	46,983.84
Benefits transfer 10/14,10/19	1,690.77
Total Checks Written	296,199.23

Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

Potter County Courthouse

<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 - Payroll-Checks	81223-81275	88122	2410.27	26,804.22
10	General Fund - Payroll-Direct Deposit	9006066-9006142			53,292.46
10	General Fund- Accounts Payable	100013-100096			257,799.70
10	General Fund A/P Manual Checks	910221106-910221110			111,582.49
11	Local Emergency Planning (LEPC)	1692-1698			823.76
12	911 Wired	3591-3597			1531.39
16	911 Wireless	1598-1600			409.30
17	Saulter Preserves	100097-100098			105.02
18	Automation (Civil)	100099			1,504.00
24	PC Improvement Fund	100100			254.00
28	Domestic Relations IV-D	642			315.00
34	V.O.J.O.	100101			19.06
35	Rights and Services Act (RASA)	100102-100105			1,163.32
36	Citizens Corps	100106-100107			225.97
38	Divorce Fund	100108-100109			18,876.22

Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

Potter County Courthouse – First of the Month Payments

<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	100110- 100120			52,791.75
10	General Fund – A/P Manual Checks	99030			20.00
12	911 Wired	3598			366.50
16	911 wireless	1601			250.50
35	Victim Services/RASA	100121			400.00

Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

Potter County Courthouse – Special Run –

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #s</i>	<i>Total</i>	<i>Notes</i>
10	General Fund - Accounts Payable	100012		2,618.00

Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

Next Meeting: November 4, 2010

ADJOURNMENT Comm. Heimel moved to adjourn; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

Prepared by Judy Snyder