

~ AGENDA ~

POTTER COUNTY COMMISSIONERS MEETING - November 4, 2010

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – October 21, 2010

NEW BUSINESS

*21st CENTURY GRANT SITE COORDINATOR ASSISTANT* – A part-time contracted position to assist Site Coordinator for the 21<sup>st</sup> Century grant programming that includes after school activities which promotes academic and social growth for middle school students in the Northern Potter School District This position will be for 9 hours per week for approximately 16 weeks. A bid from Miriam Howe was received for \$10.00 per hour.

EPLUS TECHNOLOGY INC. –Contract for open purchase order agreement for support for the purchase order value on service of \$1000.00 and an hourly rate of \$200.00 for standard service.

*REVIEW OF BID* –From David Kurtz for \$201.00.on the Curtis Straight Franne Snow Plow.

*PCHS ADVISORY BOARD RE-APPOINTMENT* - Catherine Bowers, Charles Wicker, and Victor Brown for a 3 year term with ending July 2013. Nancy Erway has declined re-appointment.

*VACATION DAYS* – Vacation days being taken in hourly increments.

CONTRACTS AND AGREEMENTS

PROFESSIONAL SERVICES COOPERATIVE AGREEMENT – McKean County, CPE (Certified Pennsylvania Evaluator.

POTTER COUNTY HUMAN SERVICES

<u>AGING</u>	09/10	10/11
<u>Cole Care</u>		
PERS Units and Medication Dispensers Monthly Fee	\$30	No Change
Two Necklace Units Monthly Fee	\$45	No Change
Med Dispenser Monthly Fee	\$45	No Change
7/1/10 to 6/30/11		

**Bradford/Sullivan/Susquehanna & Tioga AAA**

Congregate meal reimbursement  
Potter AAA will be reimbursed by BSST \$5.09 per  
Meal for BSST residents attending Potter County  
Senior Centers  
11/1/10 to 6/30/11

CHILDREN AND YOUTH

**Austin, Coudersport, Galeton, Oswayo Valley and  
Galeton Area School Districts**  
School Based ICM Services per ICM \$6000 \$2000  
7/1/10 to 6/30/11

**AVANCO**

CAPS Computer Reporting System  
One time conversion fee not to exceed  
1/1/11 to 6/30/11

N/A  
N/A  
\$10,290  
\$40,000

**Teresa Chisholm**  
**Joseph Smelko**  
21 Century Learning Center  
Oswayo Valley  
Paid for by grant  
(Tutor & Activity coordinator)  
10/1/10 to 5/31/11

\$24/hr.      No Change

**MENTAL HEALTH**  
**Dickinson Mental Health Center**  
Peer Specialist support Services  
New Service-maximum amount  
\$15/per 15 minutes of services)  
7/1/10 to 6/30/11

09/10      10/11

N/A      \$10,000

**TRAINING REQUESTS** *John Hetrick, Glenn Dunn, Lucinda Weakland and Dean Predmore* – PEMA Quarterly Training on November 17-18<sup>th</sup> 2010 in New Cumberland Pa. Request for meals, mileage and lodging (\$447.48). *Purpose is for quarterly training required by PEMA to maintain current information/certification relating to the Emergency Mgmt.*

*Jim Kockler* – CCAP Fall Conference, Hershey Pa – November 21-23<sup>rd</sup> 2010 – Request for meals, mileage and lodging (\$326.34) – *Purpose is for breakout sessions related to Human Services and attend Human Services Committee.*

*Debbie Lincoln* – Early Intervention Leadership – November 17<sup>th</sup> and 18<sup>th</sup> 2010, State College, Pa. Request for meals, mileage and lodging (\$107.42). *Purpose is mandatory meeting for Early Intervention Supervisors.*

*Janet Long, Sue Lush* –Nursing Home Transition Conference – December 8-9, 2010, Hershey Pa. Request for meals, mileage and lodging (\$308.58)

*Debbie Pearsall, Brooke Goodrich* – New User Payment Plans & Enforcement – December 9-10, 2010, Mechanicsburg Pa. Request for meals and mileage. *Purpose is for training in payment plans.*

**PERSONNEL**

**RESIGNATION** – Marlene Thomas effective December 3, 2010, due to retirement. Marlene has worked for PCHS since September 2005.

**CHIEF CLERK REPORT**

Applications for County Liquid Fuels Tax Funds for county aid as follows:  
The county has received applications for 85.18 % of the 2010 Liquid Fuels funds allocated.

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

**COMMISSIONERS' REPORTS**

**BILLS**

**Potter County Human Services**

PAYROLL CHECKS - Check #'s 3406-3423	5,380.22
PAYROLL AUTOMATIC DEPOSITS	49,927.44
PAYROLL CHRISTMAS CLUB DEPOSITS	1,570.00
PAYROLL TAX TRANSFERS(EFTPS)	19,505.30
STATE TAX WITHHOLDINGS (ETIDES)	2,510.21
PASCDU	
ACCOUNTS PAYABLE CHECKS - Check # 36550-36663	94,045.75

Benefits transfer (10/26-11/04)

2,603.99

**Total Checks Written**

175,542.91

**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	81276- 81311			24,201.40
10	General Fund - Payroll-Direct Deposit	9006143- 9006208			48,664.05
10	General Fund - Accounts Payable	100124- 100208- 100217			61,293.84
10	General Fund - Manual Accounts Payable	911051111- 911051115			101,414.13
11	Local Emergency Planning (LEPC)	1699-1700			387.57
12	911 Wired	3599-3601			725.64
14	Liquid Fuels	1174-1177			15,241.36
16	911 Wireless	1602-1603			21,521.45
34	Victims of Juvenile Offenders (VOJO)	100209			2,035.39
35	Rights and Services Act (RASA)	10210- 100212			5,592.63
36	Citizens Corps	10213			3,519.23
39	DESS Building Fund	100214 100215- 100216			534.96
60	Hotel Excise Tax				26,195.08

**Next Meeting:** November 18, 2010

**ADJOURNMENT**

Prepared by Judy Snyder