

**APPROVED**  
12-2-10 gtd

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING  
November 18, 2010

CALL TO ORDER

MOMENT OF SILENCE Pastor Benay was in attendance to provide the opening prayer.

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.

PUBLIC COMMENT Tom Leete commented on the 2012-2015 elected officials wage increases and how he thought that there should not be an increase.

MINUTES – November 4, 2010 Comm. Heimel moved to approve; Comm. Morley seconded. Morley, yes; Heimel, yes.

NEW BUSINESS

2011 Tax and Revenue Anticipation Note (TRAN) - Northwest Savings Bank was chosen with a yearly fixed rate of 1.99%, Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

Homeless Assistance Program Assurance of Compliance – The projected pre-expenditure budget for fiscal year 2010-2011 for Potter County is \$31,933.00. Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

2011 – UGI Energy Services Agreement – to lock in an electric pricing of \$0.06156 per kwh for 1/1/11 – 12/31/11 for County offices (Courthouse, Gunzburger, PCHS and Jail). Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

2011 - UGI Energy Services Agreement – to lock in pricing for natural gas at \$5.110 per deka therm (dth) for April 2011- Feb 2012 for County offices (Courthouse, Gunzburger, PCHS and Jail). Comm. Heimel moved to approve; Comm. Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

CONTRACTS AND AGREEMENTS

AGING

Guardian Home Care Specialties

In-Home Services, Personal Care and Support Services  
12/1/10 to 6/30/11

Deborah Rutkowski

21<sup>st</sup> Century Tutoring/  
Enrichment Activities, Year 4  
10/1/10 to 6/30/11

Wanda Shirk

21<sup>st</sup> Century Tutoring, Year 4  
(Wanda is also Site Coordinator and paid a different rate for those duties, has a contract for Site Coordinator)  
10/1/10 to 6/30/11

Chad Cowburn Solid Body Gym

21<sup>st</sup> Century Enrichment Activity for three schools (60 hrs. for 3 schools at \$30/hr.)  
120 Boards X \$2 board  
10/5/10 to 6/30/11

09/10 10/11

N/A \$16.00/hr.

\$24.00/hr. No Change

\$24.00/hr. No Change

N/A \$1800.00

N/A \$ 240.00

**DRUG AND ALCOHOL**

**Alcohol and Drug Abuse Services, Inc.**

Prevention Services

Contract Amendment

8/1/10 to 6/30/11

\$60.00/hr.

\$65.00/hr.

**MENTAL HEALTH**

**Jim Prosper**

Act 143 Designee Agreement

No additional reimbursement is made.

This function is part of provider's duties.

7/1/10 to 6/30/11

N/A

N/A

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

**TRAINING REQUESTS** No Training request submitted.

**PERSONNEL**

*Northern Potter 21<sup>st</sup> Century Grant Site Coordinator Assistant* – PCHS has recommended to approve Miriam Howe in the amount of \$10.00/hr for approximately 9 hrs/week for the remainder of the 2010-2011 school year with the effective date of October 11, 2010. Comm. Heimel moved to approve; Comm, Kefover seconded; Morley, yes; Heimel, yes; Kefover, yes.

**CHIEF CLERK REPORT** Applications for County Liquid Fuels Tax Funds for county aid as follows: Clara Township - \$971.88, West Branch Township - \$2,126.14, Ulysses Township - \$ 2,758.63 – The following county application for funds to encumber – Pike Township - \$ 1,228.40, The county has received applications for 95.61 % of the 2010 Liquid Fuels funds allocated. Comm. Kefover moved to approve; Comm. Heimel seconded; Morley, yes; Heimel, yes; Kefover, yes.

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

**COMMISSIONERS' REPORTS** Comm. Heimel spoke on Comm. Kefover and himself attending the Fall CCAP Conference being held in Hershey PA. He received an invitation to attend as a guest at the Marcellus Natural Gas Conference being held in Pittsburgh, Pa. Comm. Kefover spoke on how the Natural Gas Task Force is a tremendous asset and how she accompanied gas well tour. Comm. Morley reported on getting the budget prepared for approval and being adopted on Dec. 30, 2010.

**BILLS**

**Potter County Human Services**

PAYROLL CHECKS - Check #'s 3424-3431	5,083.90
PAYROLL AUTOMATIC DEPOSITS	4,043.29
PAYROLL CHRISTMAS CLUB DEPOSITS	1,770.00
PAYROLL TAX TRANSFERS(EFTPS)	22,109.95
STATE TAX WITHHOLDINGS (ETIDES)	2,703.26
PASCDU	
ACCOUNTS PAYABLE CHECKS - Check # 36664-36785	73,981.45
ACCOUNTS PAYABLE CHECKS – Check # 36786-36787	47,448.85
Benefits transfer	2,798.93
<b>Total Checks Written</b>	209,939.63

Comm. Kefover moved to approve; Comm. Kefover 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	81312-81358			23,862.43
10	General Fund - Payroll-Direct Deposit	9006209-9006281			50,520.35
10	General Fund - Accounts Payable	100218-100520	100294-100320	2,288.60	172,705.91 Printer Problems
10	General Fund - Accounts Payable	911191116-911191120			103,622.44
11	Local Emergency Planning (LEPC)	1701-1707			757.89
12	911 Wired	3602-3611			2,463.64
14	Liquid Fuels	1178-1181			10,414.27
16	911 Wireless	1604-1609			1,369.78
17	Saulter Preserve	100521			17.14
27	Substance Abuse (Act 198)	100522			5,500.00
34	Victims of Juvenile Offenders (VOJO)	100523			20.43
35	Rights and Services Act (RASA)	100524-100526			195.79

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

**Next Meeting:** December 2, 2010

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

Prepared by Judy Snyder