**POTTER COUNTY COMMISSIONERS MEETING**

**October 20, 2011**

# CALL TO ORDER

# MOMENT OF SILENCE

# PLEDGE OF ALLEGIANCE

# ROLL CALL

Comm. Susan Kefover, Comm. Paul Heimel, Comm. Douglas Morley, Chief Clerk Kathleen Majot, and Recording Secretary Cheri Potter, all present.

# PUBLIC COMMENT

The Genesee Library will be holding festivities on Nov. 12, 2011.

**MINUTES** – Meeting of October 6, 2011Comm. Heimel moved to approve. Comm. Kefover seconded. Kefover yes; Heimel yes; Morley yes.

# NEW BUSINESS

Proclaiming October as Domestic Violence Awareness Month. Comm. Heimel attended a domestic violence memorial vigil sponsored by A Way Out. Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**CONTRACTS AND AGREEMENTS**

Tioga County Prison Detention Agreement. Fee will be $60/day per inmate plus medical expenses (rate does not include inmates currently being housed). Comm. Heimel moved to approve. Comm. Kefover seconded. Kefover yes; Heimel yes; Morley yes.

PC Homeless Prevention and Rapid-Rehousing Program budget revision. Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Yearlyrates from UGIES/GasMark for 2012 bulk purchasing: electricity is 0.06117/kWh and $4.70/DTM for gas. Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

**CHILDREN AND YOUTH 10/11 11/12**

**Leon Kaple**

Independent Living Coordinator

Addendum to Contract $.555/mile $.51/mile

9/26/11 to 6/30/12

**COORDINATED SERVICES**

**Potter County Mental Health Dep.**

Transportation – Addendum to Contract

On-call per week $250 No Change

Any run under 4 hrs. $35.00 No Change

Any run 4 hrs up to 10 hrs. $60

Any run 10 hrs. and over $120

**Addendum**

Any run 4 hrs. up to 8 hrs. $60

Any run 8 hrs. and over $120

7/1/11 to 6/30/12

**INTELLECTUAL DISABILITIES**

**Dickinson Centers Inc.**

Community 3-Indv. Home (6400 Eligible) $196.57/day No Change

Community 3-Indv. Home (6400 Eligible) $45.88/day No Change

Community Habilitation (2380-Base) $2.48/15 min. No Change

Companion Services (Level 3) $4.13/15 min. No Change

Home and Community Habilitation

(Unlicensed – Level 3) $8.95/15 min. No Change

Supported Employment $9.05/15 min. No Change

Transitional Work Services (Level 2) $8.93/15 min. No Change

7/1/11 to 6/30/12

**MENTAL HEALTH 10/11 11/12**

**Loretta Landon**

Disaster Crisis Outreach Response

Team Activities

Mileage N/A $.51

Breakfast N/A $8.00

Lunch N/A $8.00

Dinner N/A $14.00

9/1/11 to 6/30/12

**Dickinson Center Inc.**

Crisis $66,808 $48,612.95

Family Based $38,823 $36,161.07

Outpatient $219,927 $231,690.00

Partial $ 3,121 No Change

Peer Support $10,000 No Change

Psych. Rehab $30,000 No Change

Student Assistance $95,500 $92,536.10

7/1/11 to 6/30/12

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

# TRAINING REQUESTS

Susanne Boucher, Donna Foust, Sue Weber, Darcy Shutt, and Rhoda Weimer, PCHS, Protective Services Networking Meeting, Ridgway, Pa., Oct. 25, 2011; meals and mileage

Glenn Dunn, PC EMA, Mass Fatality Incident Response – FEMA G386, Harrisburg, Pa., Oct. 25-26, 2011; meals and mileage

Lucinda Green, PC EMA, Mental Health First Aid Training for the First Responder, Wellsboro, Pa., Oct. 26- 27, 2011; mileage

Marcy Weiss and Chris Koech, PCHS, Basic Forensic Interviewing in cases of Child Sexual Abuse, Clinton, Pa. Nov. 2-3, 2011; lodging, meals and mileage

Donna Foust, PCHS, Protective Services/Guardianship Meeting, Harrisburg, Pa., Nov. 17, 2011; lodging, meals and mileage

Comm. Heimel moved to approve all training requests. Comm. Kefover seconded. Kefover yes; Heimel yes; Morley yes.

**PERSONNEL**

None

**CHIEF CLERK REPORT**

Applications for 2011 County Liquid Tax Funds for county aid as follows:

* Sylvania Township $445.43
* Clara Township $1109.10
* Pike Township $1,401.85 (2011)
* Pike Township $1,228.40 (2010)
* Pike Township $1,942.05 (2009)

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

# ANY OTHER BUSINESS TO COME BEFORE THE BOARD

# COMMISSIONERS’ REPORTS

There is a $2.5 million restricted endowment fund for supporting animal welfare in Potter County. Applications for grants from this fund will be due Nov. 30, 2011.

# BILLS

## Potter County Human Services Fiscal Summary

|  |  |
| --- | --- |
| PAYROLL CHECKS - Check #'s 109-115 | 5,300.85 |
| PAYROLL AUTOMATIC DEPOSITS | 40,785.99 |
| PAYROLL CHRISTMAS CLUB DEPOSITS | 1,600.00 |
| PAYROLL TAX TRANSFERS(EFTPS) | 18,996.58 |
| STATE TAX WITHHOLDINGS (ETIDES) | 2,456.68 |
| PASCDU |  |
| ACCOUNTS PAYABLE CHECKS – Check #39706-39819 10/20 | 143,557.91 |
| ACCOUNTS PAYABLE CHECKS – Check # |  |
| Benefits transfer ( ) |  |
| **Total Checks Written** | 220,698.01 |

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

**Potter County Courthouse Fiscal Summary – Special Run 10/14/11**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Fund #* | ***Fund Description*** | *Check #'s* | *Voided Check #'s* | *Voided Check Amt* | ***Total*** |
| 10 | General Fund | 103439, 103441 |  |  | 104,906.70 |
| 51 | Capital Projects | 103440 |  |  | 372.00 |

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

**Potter County Courthouse Fiscal Summary – 10/20/11**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Fund #* | ***Fund Description*** | *Check #'s* | *Voided Check #'s* | *Voided Check Amt* | ***Total*** |
| 10 | General Fund - Payroll-Checks | 82351-82377 |  |  | 8,953.56 |
| 10 | General Fund - Payroll-Direct Deposit | 9007985-9008086 |  |  | 72,758.23 |
| 10 | General Fund - Accounts Payable | 103442-103536 | 103457 | 604.00- | 163,038.42 |
| 10 | General Fund – manual checks Accounts Payable | 910211122-910211126 | 910211122 | 81,711.79 | 112,330.80 |
| 11 | Local Emergency Planning (LEPC) | 1818-1824 |  |  | 4,900.31 |
| 12 | 911 Wired | 3811-3816 |  |  | 46,308.98 |
| 14 | Liquid Fuels | 1200-1201 |  |  | 7,992.68 |
| 16 | 911 Wireless | 1733-1737 | 1728-1732 | 79,125.39 | 79,125.39 |
| 17 | Saulter Preserve | 103537 |  |  | 23.29 |
| 18 | Automation Fund (Civil) | 103538-103539 |  |  | 1,604.43 |
| 28 | Domestic Relations IV-D | 658-659 | 658 | 218.00 | 217.50 |
| 31 | HAVA (Help Americans Vote Act) | 103540 |  |  | 13,681.73 |
| 33 | Juvenile Accountability BG | 103541 |  |  | 2,778.00 |
| 35 | Victim Services/RASA | 103542-103543 |  |  | 143.52 |
| 51 | Capital Projects Fund | 103544 |  |  | 27,078.00 |
| 57 | Growing Greener | 103545 |  |  | 15,208.00 |
| 58 | Pre-Disaster Mitigation Fund | 103546 |  |  | 9,155.00 |

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

**Next Meeting**: November 3, 2011

**ADJOURNMENT**

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

Prepared by Cheri Potter

Potter County Executive Secretary Approval Date