

~ Minutes ~
POTTER COUNTY COMMISSIONERS MEETING
August 24, 2023
 (Meeting recordings are destroyed after meeting minutes approval)

CALL TO ORDER Commissioner Nancy Grupp called the meeting to order at 11:02 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS

MINUTES – August 10, 2023. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

NEW BUSINESS

Sale of Potter County Tax Parcel Numbers: 240-005-012; 240-005-013; and 240-005-015 ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

CONTRACTS AND AGREEMENTS

Engagement Letter between Potter County; PCHS and ZA (Zelenkofske Axelrod LLC), for 2022 Audit at cost of \$60,103. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Hayman yes.

PCHS CONTRACTS AND AGREEMENTS

	<u>22/23</u>	<u>23/24</u>
■ Children & Youth (7/01/2023-06/30/2024)		
<i>Northern Potter School District</i>		
ICM Caseworker in the school		
School Based Caseworker	\$6,000.00	\$10,000.00
■ Drug & Alcohol (7/01/2023-06/30/2024)		
<i>Avenues of Recovery at Valley Forge; Facility number #467152</i>		
Adult drug and alcohol inpatient; Levels 3.5, 3.7, 3.7WM, 4.0WM, and 4.0	\$389.00/day	\$429.00/day Inpatient 3.5
Inpatient 3.7	\$450.00/day	\$495.00/day
Inpatient 3.7 Withdrawal Management	\$418.00/day	\$500.00/day
Inpatient 4.0 Withdrawal Management	\$589.37/day	\$789.00/day
Inpatient 4.0	\$589.37/day	\$789.00/day
<i>Paul Angood & Todd Williams</i>		
Transitional living house for OUD/SUD population		
Transitional Living House	\$1,300/mo.	No Change
<i>Pathway to Recovery – Facility number #657038</i>		
Drug and alcohol treatment – inpatient; adolescent male		
#657038 Level 3.5	\$290.00/day	\$359.00/day
<i>Sojourner House; Facility number 707160</i>		
Drug and alcohol treatment – inpatient.		
Level 3.5	New Contract	\$389.00/day
■ Mental Health (7/01/2023-06/30/2024)		
<i>Austin Area School District</i>		
Student Assistance Program and available training		
Assistance Program	Up to \$325/person Up to 5 individuals	No Change
<i>Dickinson Center, Inc.</i>		
Family Based Mental Health Services		
In home services for families and children with needs.	\$15,000 max.	\$15,000 max. (\$46.86/unit)

PCHS CONTRACTS AND AGREEMENTS

22/23

23/24

Dickinson Center, Inc. Addendum (08/01/2023 – 06/30/2024)

Mental health psychiatric rehabilitation services and mobile psychiatric rehabilitation.

Psychiatric Rehab	\$30,000 max. (\$5.50/15 min.)	\$30,000 max. (\$5.50/15min.)
Mobile Psychiatric Rehab	N/A	\$30,000 max. (\$18.00/15min.)

Galeton Area School District (7/01/2023-06/30/2024)

Student Assistance Program and available training

Student Assistance Program	Up to \$325.00/pers. up to 5 individuals	No Change
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The Guidance Center

Family Based Mental Health Services and Project RAPPORT programs.

Family Base	\$31.90/15 min. unit to a max. amt. of \$20,000	\$46.86/15min. unit to a max. amt. of \$15,000
Project Rapport	\$15.32/15 min. unit to a max. amt. of \$25,000	\$15.62/15 min. unit to a max. amt. of \$25,000

■ **PCHS (8/01/2023-06/30/2025)**

Potter County Education Council (PCEC)

Provide school counselors with help in mentoring students and parents with career path choices and track progress for 5 years.

2-Yr. contract	\$6,570/mo. Beginning 10/27/23 for 8 mo. (year 1) & 10/25/24 for 8 mo. (year 2)	No Change
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~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

TRAINING REQUESTS

Dan Baker; IT Director with Potter County to attend MS Teams for Managers & Administrators; web based & self-paced training online. Requests registration. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Grupp seconded. Heimel yes; Grupp yes; Hayman yes.

Glenn Dunn; Emergency Management Coordinator with Potter County DES to attend Emergency Preparedness & Homeland Security Conference; in Altoona, PA October 15th – 17th, 2023. Requests registration, lodging, mileage & meals. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Jamie Wood; PCHS CY5 to attend SOAR Human Trafficking Summit; Sept. 13th – 15th, 2023 in Mechanicsburg, PA. Requests, lodging, mileage, and meals. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Grupp seconded. Heimel yes; Grupp yes; Hayman yes.

Judge Steven Minor, Thomas Patterson & Andrea Skaggs with PCHS CY5 to attend Leadership & Roundtable; Sept. 8th, 2023, in Mechanicsburg, PA. Requests, lodging, mileage, and meals. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Grupp seconded. Hayman yes; Grupp yes; Heimel yes.

Sharon Prentice with PCHS AAA to attend 2023 Health & Wellness Conference: Sept.?, 2023 in State College, PA. Requests, lodging, mileage, and meals. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

PERSONNEL

Jim Kockler is requesting the hiring of Shayleen Tucker as a full-time D & A Case Management Specialist Trainee for Potter County Human Services, effective September 5, 2023. ~ **Action** ~ Comm. Hayman moved to approve. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.

Bryonna Mann, Mental Health Specialist II with Potter County Human Services has submitted her resignation effective September 8, 2023. ~ **Action** ~ Comm. Grupp moved to approve. Comm. Hayman seconded. Grupp yes; Hayman yes; Heimel yes.

LIQUID FUELS TAX APPLICATIONS

Applications received for 2023 Liquid Fuel Tax Funds from Sweden Township, \$2,334.53, ~ **Action** ~ Comm. Heimel moved to approve. Comm. Hayman seconded. Heimel yes; Hayman yes; Grupp yes.

COMMISSIONERS' REPORTS

Commissioner Heimel spoke regarding the "Budget Battle" going on in Harrisburg. At the CCAP Meeting they talked about the effect with rural counties and specifically about Mental Health or the lack there of in funding and they failed to address the 911 funding concerns.

Commissioner Grupp discussed the 911 Rapid System MCM Kickoff Meeting that was held this last Tuesday, August 22nd. It went very well, and the assessment will be from the ground up for the entire 911 Services/Towers. The surveys will be going out soon. Grupp also announced the move of the Penn State Extension Office to the Gunzburger Building which provided more space for the Ed Council.

BILLS

Potter County Fiscal Summary – Special Run 08/15/2023

<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 – A/P Manual Checks	142803-142807			\$5,423.00
51	Capital Projects Fund	142802			\$20,000.00

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

Potter County Human Services Fiscal Summary (08/24/2023)

PAYROLL AUTOMATIC DEPOSITS	\$47,068.80
PAYROLL TAX TRANSFERS (EFTPS)	\$13,888.25
STATE TAX WITHHOLDINGS (ETIDES)	\$2,028.26
PAUC	\$46.40
Local W/H	\$660.73
Paytime P/R Charge	\$166.27
ACCOUNTS PAYABLE CHECKS – Check #76260-76392	\$264,073.88
ACCOUNTS PAYABLE CHECKS – Check #76259	\$721.23
Total Checks Written	\$328,653.82

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


PUBLIC COMMENT: Comm. Heimel wanted to remind everyone that the PCHS Block Grant will be holding a Public Hearing on Wednesday, August 30, 2023, at 1 p.m. at the Gunzburger Building.

NEXT MEETING: Thursday, ~~September 7~~ 2023 @ 11 a.m.

ADJOURNMENT: ~ **Action** ~ Comm. Hayman moved to adjourn. Comm. Heimel seconded. Hayman yes; Heimel yes; Grupp yes.



 Potter County Executive Secretary



 Approval Date