

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

February 20, 2025

(Meetings recorded and destroyed after meeting minutes approval)

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

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Commissioner Nancy Grupp, Commissioner Paul Heimel, Commissioner Robert Rossman, Chief Clerk Jessica Giebel and Executive Administrative Assistant Paige Barroqueiro: all present.

PUBLIC COMMENT

MINUTES – February 06, 2025 ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

GUESTS

NEW BUSINESS

Selection of proposal from Alchemy Accompanied consulting firm for “Revitalize Potter County” community and economic development strategic plan, as recommended by the Planning/Community Development/GIS Department review team. ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

Resolution 4 of 2025 – Officially designating a county road as Maple View Lane, Coudersport, Pennsylvania, 16915. Action was requested to clear up inconsistencies for 911 addressing and related purposes. ~ **Action** ~ Comm. Heimel moved to approve. Comm. Rossman seconded. Heimel yes; Rossman yes; Grupp yes.

CONTRACTS AND AGREEMENTS

Inter-County Cooperative Agreement – with the County of Tioga for continued 911 emergency services dispatching communications, covering 2026 through 2030. ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

Technical Service Agreement 13 – with Zito Business to replace TSA 7 for service between 99 William Farrell Drive, Wellsboro and 20 Mockingbird Lane, Coudersport for \$585.00 per month ~ **Action** ~ Comm. Rossman moved to approve. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.

PCHS CONTRACTS AND AGREEMENTS

	<u>23/24</u>	<u>24/25</u>
■ Aging (03/01/2025 - 03/01/2026)		
<u>CSRB Holdings</u>		
Coudersport Senior Center Lease Agreement	\$1,500.00	\$1,250.00
■ Intellectual Disabilities (07/01/2024 - 06/30/2025)		
<u>Dickinson Center, Inc. Addendum</u>		
Services for ID individuals.		
Community Participation Support (Comm.) W9351	\$6.98/unit	\$7.54/unit
Community Participation Support (Facility) W72220256	\$5.23/unit	\$5.65/unit
Community Participation Support (Comm. 1-1) W5996	\$12.81/unit	\$13.83/unit
Community Participation Support (facility 1-1) W7244	\$12.4/unit	\$13.39/unit
Companion Services (Level 2) W1726	\$7.71/unit	\$8.33/unit
In Home Community Support (Level 2) W7060	\$10.28/unit	\$11.10/unit
Supported Employment Job Support W9794	\$17.91/unit	\$19.34/unit
Small Group Employment Level 3 W7245	\$13.15/unit	\$14.20/unit
Clinical Interview (Amanda Straub)	\$450.00	No Change
■ Mental Health (03/01/2025 - 06/30/2025)		
<u>Kevlin Properties, LLC</u>		
Homeless House	\$1,250/month	\$1,250/month

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

PERSONNEL

Resignation: Parker Glover, Domestic Relations Case Manager, is resigning his position effective February 28, 2025 ~ **Action** ~ Comm. Heibel moved to acknowledge. Comm. Rossman seconded. Heibel yes; Rossman yes; Grupp yes.

Termination: Employment of Joshua Rosenswie, Corrections Officer at the Potter County Jail, has been terminated effective January 14, 2025. ~ **Action** ~ Comm. Rossman moved to approve. Comm. Grupp seconded. Rossman yes; Grupp yes; Heibel yes.

Retirement: Sharon Prentice, Administrative Assistant II with Potter County Human Services, is retiring from her position effective March 21, 2025 ~ **Action** ~ Comm. Heibel moved to approve. Comm. Rossman seconded. Heibel yes; Rossman yes; Grupp yes.

LIQUID FUELS TAX REQUESTS

COMMISSIONERS' REPORTS

Commissioner Heibel reported that Chief Assessor Jacob Ostrom has completed his annual updating of the county's tax rolls, reflecting new construction and other additions with a total market value of \$7.6 million. The increase was lower than those of recent years, due to multiple factors, including demolitions, disabled veterans tax exemptions, property damaged by the remnants of Hurricane Debby, and property being enrolled in the Clean & Green tax assessment program.

Commissioner Rossman reported that the commissioners were notified that UPMC intends to discontinue child-birthing services effective April 7. The commissioners are actively involved in discussions with the president of UPMC and state legislators to address the issue. The commissioners are committed to exploring all options to ensure access to essential health care services for the community.

Commissioner Grupp reported that state grants have been approved for fire and ambulance companies. She also noted that this is the first year that every emergency service agency has successfully applied for the annual state funding program.

BILLS

Potter County Human Services Fiscal Summary (02/20/2025)

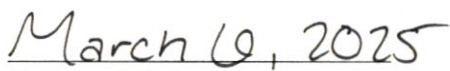
PAYROLL AUTOMATIC DEPOSITS	\$46,851.66
PAYROLL TAX TRANSFERS (EFTPS)	\$13,993.60
STATE TAX WITHHOLDINGS (ETIDES)	\$2,001.08
PAUC	\$46.75
Local W/H	\$651.82
Paytime P/R Charge	\$153.18
ACCOUNTS PAYABLE CHECKS – 02/20/2025 Check #79996-80088	\$174,676.78
Total Checks Written	\$238,374.87

~ **Action** ~ Comm. Rossman moved to approve. Comm. Heibel seconded. Rossman yes; Heibel yes; Grupp yes.

NEXT MEETING: March 6, 2025

ADJOURNMENT ~ **Action** ~ Comm. Heibel moved to adjourn. Comm. Rossman seconded. Heibel yes; Rossman yes; Grupp yes.


Potter County Executive Administrative Assistant


Approval Date