

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

October 1, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – September 17, 2026

GUESTS

Dave Hyde – Executive Director at A Way Out

Vision Government Solutions on Data Verification Mailings

NEW BUSINESS

2027 Tax Anticipation Loan Proposals

Proclamation – Domestic Violence Awareness Month 2026

Approve projects and allocations for FFY 2025 Community Development Block Grant-Disaster Recovery (CDBG-DR) application funding consideration, as presented.

Resolution 10 of 2026 - CDBG-DR Resolution to Submit Application

CDBG-DR SEDA-COG Scope of Services

CDBG FFY26 SEDA-COG Scope of Services

Appointment of Traci Leet to the Potter County Redevelopment Authority to fill the unexpired term of Jeff Wilcox Expiring 7/12/2028

Appointment of Traci Leet to the Potter County Housing Authority to fill the unexpired term of Jeff Wilcox Expiring 11/30/2028

Municibid Results for 911 Generator 1

Municibid Results for 911 Generator 2

Municibid Results for 911 Generator 3

Municibid Results for 911 Generator 4

Municibid Results for 911 Generator 5

Municibid Results for 911 Generator 6

CONTRACTS AND AGREEMENTS

Service Agreement – Leads Online, for investigation software at a cost to the county of \$1,738.13, for a term of November 1, 2026 through October 31, 2027.

Service Agreement – John Rotello for 911 stand-by generator maintenance in the amount of \$9,835.00 per year for a term of July 1, 2026 through June 30, 2027

Service Agreement Amendment – ePaymentNow.com to add in the additional service of hotel room excise tax system in the onetime amount of \$5,000.00

Service Agreement – Casella Waste Management for waste removal in the amount of \$1,032.56 per month for a term of October 1, 2026 through September 31, 2029

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>25/26</u>	<u>26/27</u>
■ Children and Youth Services (07/01/2026 - 06/30/2027)		
<u>Concern Professional Service for Children, Youth & Families</u>		
Intensive Foster Care age 0-21	\$185.42	\$189.29
Intermediate Foster Care Ages 0-21	\$135.75	\$140.33
Traditional Foster Care Ages 0-18	\$85.08	\$87.70
Medical Level I Foster Care	\$166.21	\$168.90
Medical Level II Foster Care	\$129.92	\$133.21
Medical Level III Foster Care	\$130.07	\$93.90
Medical Level IV Foster Care	\$113.20	\$70.57
Mother/Baby Foster Care	\$211.83	\$213.14
Community Residential Rehab Board Rate	\$67.31	\$70.57
Treatment Unit for Boys	\$339.65	\$392.53
Trauma Focused Foster Care	\$255.70	\$263.76
SIL Program	\$362.35	\$363.33
Kinship Foster Care	New	\$166.78
Southeast Level I Foster Care	New	\$90.75
Southeast Level II Foster Care	New	\$145.04
Southeast Level III Foster Care	New	\$195.79
SAAY-Psycho-Sexual Assessment	\$500.00 total	\$500.00 Total
SAAY-Clinical Services (Individual/Family)	\$100.00/hour	\$100.00/hour
SAAY-Clinical Services (group)	\$50.00/client/session	\$50.00/client/session
■ Aging (07/01/2026 - 09/30/2026)		
<u>Northwestern Legal Services</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
90-day 2025-2026 Contract Extension	No Change	No Change
■ Mental Health (07/01/2026 - 06/30/2027)		
<u>Oswayo Valley School District</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Student Assistance Program and Available Training	Up to \$375.00/person up to 5	No Change

PERSONNEL

Hire - Judge Minor has hired Mark Wirth to fill the full-time Probation Officer position with the Probation Department, effective October 5, 2026

Hire – Sheriff Siska has hired Mayson Freeman to fill the part-time Courthouse Security Guard position, effective September 28, 2026

Resignation – Kristie Potter has resigned her position as Clerk of Courts Deputy I effective October 2, 2026

Hire – Director Michael Pepper is requesting the hiring of Kristie Potter as Veterans Service Officer effective October 5, 2026

Resignation – Shirley Raber has resigned her position as Clerk of Courts Deputy II effective October 2, 2026

Hire – Ashley Gledhill has hired Shirley Raber to fill the full-time Clerk of Courts Deputy I position effective October 3, 2026

Resignation – Paige Barroqueiro has resigned her position as Confidential Executive Secretary effective November 20, 2026

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

BILLS

Potter County Fiscal Summary (09/18/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll - Direct Deposit				\$121,331.17
10	General Fund - Accounts Payable	151849-151875, 151877-151886, 151888-151898, 151900-151904, 151906-151907, 151909-151924, 151926-151935, 151937-151941, 151943-151952			\$134,156.47
10	General Fund - A/P Manual Checks	365			\$168,145.93
11	LEPC - Local Emergency Planning	3293			\$80.02
14	Liquid Fuels	1850			\$2,320.70
15	North Fork Dam	151936			\$38.34
16	911 Fund	4284-4296			\$8,421.47
18	Automation Fund (Civil)	151887			\$127.50
27	Substance Abuse (Act 198)	151908			\$5,000.00
28	Domestic Relations IV-D	1084			\$37.15
34	V.O.J.O.	151876			\$180.00
35	Victim Services/RASA	151876			\$1,323.44
38	Divorce Fund	151925			\$90.48
55	Phare Grant	151905			\$18,750.00
72	Bond-capital projects	151899			\$22,587.50
73	Bond-reassessment propect	151942			\$6,818.18

Potter County Fiscal Summary (09/22/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund - Accounts Payable	151955			\$1,358.43

Potter County Fiscal Summary (09/30/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll - Direct Deposit				\$7,792.19
10	General Fund - Accounts Payable	366			\$9,921.18

Potter County Fiscal Summary (10/01/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund - Accounts Payable	151956-151965			\$65,879.96
10	General Fund - A/P Manual Checks	370			\$35.00
11	LEPC - Local Emergency Planning	3294			\$579.03
16	911 Fund	4297			\$208.76

Potter County Tax Claim Bureau Fiscal Summary (10/01/2026)

ACCOUNTS PAYABLE CHECKS – Check #18660-18697	\$241,414.97
Total Checks Written	\$241,414.97

Potter County Human Services Fiscal Summary (10/01/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$37,209.14
PAYROLL TAX TRANSFERS (EFTPS)	\$10,517.97
STATE TAX WITHHOLDINGS (ETIDES)	\$1,539.96
PAUC	\$35.85
Local W/H	\$501.68
Coudersport LST	\$64.00
ACCOUNTS PAYABLE CHECKS – 10/01/2026 #82712-82755	\$200,383.02
Total Checks Written	\$250,251.62

NEXT MEETING: October 15, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro