

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

November 26, 2025

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – November 13, 2025

GUESTS

NEW BUSINESS

Intent to Advertise for an Ordinance Adopting the Articles of Agreement Between and Among the Governments of the Northcentral Regional ATV Trail Network Council of Governments

Resolution 13 of 2025 – Tax Levy for Budget Year 2026 and Per Capita Tax Rate

Reappointment – Jon Blass to the Potter County Solid Waste Authority for a term of January 2026 to December 2030

Appointment – Lauren Hinman to fill the seat vacated by Mike Salvadge on the Potter County Solid Waste Authority for a term of January 2026 to December 2030

CONTRACTS AND AGREEMENTS

Contract Quote - Databranch, for DataGaurd renewal for Potter County Human Services at an annual cost of \$199.00

Vertiv Corporation – UPS Power Battery Services at an annual cost of \$7,758.45.

Contract Renewal – Anita J. Eaton as Victim/Witness Coordinator at a rate of \$21.00 per hour, Jan. 1, 2026, to Dec. 31, 2026.

Agreement – CenClear, for Tele mental Health Services at the Potter County Jail at a monthly rate of \$3,893.51; effective May 30, 2025 – May 29, 2026.

Agreement – John R. Thomas, Esq., as solicitor for Prothonotary/Clerk of Courts. Annual retainer fee of \$2,000. Effective Jan. 1, 2026, to Dec. 31, 2026

Agreement - Tioga County for housing inmates at a rate of \$85/day, effective Dec. 26, 2025 through Dec. 25, 2026.

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>24/25</u>	<u>25/26</u>
■ Potter County Human Services (11/01/2025 - 11/30/2026)		
Genesee Volunteer Fire Department		
Description	Prior Cost	Current Cost
CPR and First Aid Training Services	\$30.00/student	\$40.00/student

PERSONNEL

Hire – District Attorney Andy Watson has hired Nevaeh Kio to fill the part-time Secretary/Clerk position in the District Attorney's Office, effective November 14, 2025

LIQUID FUELS TAX REQUESTS

Oswayo Township	\$2,338.92
Sylvania Township	\$528.99

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (11/14/2025)

Fund #	Fund Description	Check #'s	Voided Check #	Voided Check Amt	Total
10	Payroll Checks	5052-5056			\$214.63
10	Payroll - Direct Deposit	V1239787- V1239865, V1239960, V1239961-V1239981			\$115,230.32
10	General Fund - Accounts Payable	149186-149202, 149204- 149206, 149208-149215, 149217-149235, 149237- 149245, 149247-149263, 149265-149283			\$270,853.91
10	General Fund - A/P Manual Checks	287			\$160,008.25
11	LEPC - Local Emergency Planning	3210, 3210			\$252.25
14	Liquid Fuels	1831, 1832			\$6,039.63
16	911 Fund	4096-4106			\$64,287.61
34	V.O.J.O.	149216			\$180.00
35	Victim Services/RASA	149216			\$1,329.20
38	Divorce Fund	149264			\$38.95
60	Hotel Excise Tax Fund	149246, 149246			\$102,269.34
61	Employee Wellness Initiative	149207			\$276.42
64	Gas Well Impact-Capital Reserve	149236			\$250.00
66	911 Statewide Interconnectivity Grant	149203			\$66,276.00

Potter County Fiscal Summary (11/17/2025)

Fund #	Fund Description	Check #'s	Voided Check #	Voided Check Amt	Total
10	General Fund - Accounts Payable	149284	149203	\$66,276.00	\$66,276.00
69	Home Grant	149285-149288			\$10,857.00

Potter County Human Services Fiscal Summary (11/26/2025)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$38,856.39
PAYROLL TAX TRANSFERS (EFTPS)	\$11,261.15
STATE TAX WITHHOLDINGS (ETIDES)	\$1,625.17
PAUC	\$37.97
Local W/H	\$529.39
Isolved P/R Charge	\$145.44
ACCOUNTS PAYABLE CHECKS – 11/26/2025 Ck# 81423-81499	\$495,909.32
Total Checks Written	\$548,166.35

NEXT MEETING: December 11, 2025

ADJOURNMENT

Prepared by Paige Barroqueiro