

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

January 08, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – December 23, 2025

GUESTS

NEW BUSINESS

Opening of the Timber Sale Prospectus Bid

Resolution 1 of 2025 - NRAT Trail Network Executive Director

Grant – The Pennsylvania Emergency Management Agency (PEMA) for 2025 9-1-1 Statewide Interconnectivity funding in the amount of \$15,000.00

Sale of Repository Properties – Parcel# 030-003-016

CONTRACTS AND AGREEMENTS

Contract Quote - Databranch, for Team Assist renewal at an annual cost of \$5,395.00.

PERSONNEL

Resignation – Kurt LaFever, part-time Courthouse Security Guard, is resigning his position effective June 11, 2025

Hire - Thomas Patterson is requesting the hire of Claudia Dynda as part-time Senior Center Operator I at the Oswayo Valley Senior Center, effective January 26, 2025

Hire - Thomas Patterson is requesting the hire of Mary Jones as part-time Senior Center Operator I at the Oswayo Valley Senior Center, effective January 01, 2025

LIQUID FUELS TAX REQUESTS

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (12/18/2025)

Fund #	Fund Description	Check #'s	Voided Check #	Voided Check Amt	Total
10	General Fund - Accounts Payable	296			\$3,710.00

Potter County Fiscal Summary (12/26/2025)

Fund #	Fund Description	Check #'s	Voided Check #	Voided Check Amt	Total
10	Payroll Checks	5067			\$74.24
10	Payroll - Direct Deposit	V1345570-V1345618, V1345665-V1345685, V1345620			\$80,341.00

10	General Fund - Accounts Payable	149661-149663, 149665-149684, 149685, 149687-149691, 149693-149704, 149706-149709, 149711-149739, 149741-149745, 149747-149752			\$205,341.41
10	General Fund - A/P Manual Checks	297			\$161,738.60
11	LEPC - Local Emergency Planning	3215			\$700.00
14	Liquid Fuels	1837, 1838			\$2,678.58
15	North Fork Dam	149746			\$38.33
16	911 Fund	4124-4130			\$6,244.74
17	Saulter Preserve	149746			\$34.70
18	Automation Fund (Civil)	149705			\$127.50
32	Specialty Courts	149753			\$87.71
34	V.O.J.O.	149692			\$180.00
35	Victim Services/RASA	149692			\$1,290.00
38	Divorce Fund	149664, 149740			\$250.47
61	Employee Wellness Initiative				\$72.51
64	Gas Well Impact-Capital Reserve	149710, 149686			\$3,700.00
69	Home Grant	149684			\$0.50

Potter County Fiscal Summary (01/02/2025)

Fund #	Fund Description	Check #'s	Voided Check #	Voided Check Amt	Total
10	General Fund - Accounts Payable	149783-149792			\$21,640.76
10	General Fund - A/P Manual Checks	296			\$35.00
11	LEPC - Local Emergency Planning	3216			\$579.03
16	911 Fund	4132			\$208.76
18	Automation Fund (Civil)	149785			\$998.34

Potter County Human Services Fiscal Summary (01/08/2025)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$37,917.40
PAYROLL TAX TRANSFERS (EFTPS)	\$10,767.01
STATE TAX WITHHOLDINGS (ETIDES)	\$1,576.92
PAUC	\$36.87
Local W/H	\$513.67
Isolved P/R Charge	\$608.19
ACCOUNTS PAYABLE CHECKS – 01/08/2025 Ck# 81636-81675	\$79,856.25
Total Checks Written	\$131,276.31

NEXT MEETING: January 22, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro