

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

January 22, 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

Timber Sale Prospectus Bid Selection

Opening of the Congregate Meals, Frozen Meals, and Supply Bid for Potter County Human Services

Congregate Meals, Frozen Meals, and Supply Bid Selection

Engagement Letter – Eckert Seamans for Legal Bond Council Services

Grant – The County Commissioners Association of PA (CCAP) and the Pennsylvania Commission on Crime and Delinquency (PCCD) for Criminal Justice Advisory Board Technical Assistance and Training in the amount of \$750.00

Resignation – Victor Brown from the Potter County Human Services Advisory Board effective January 12, 2026

Resignation – Gail Allen from the Potter County Human Services Advisory Board effective December 1, 2025

Reappointment – Charles Wicker to the Potter County Human Services Advisory Board for a term of July 2025 through July 2028

CONTRACTS AND AGREEMENTS

Amendment – Zito Technical Service Agreement 14 at a monthly cost of \$632.50 and a onetime cost of \$60.00

Agreement – Davis Ulmer Fire Protection for fire monitoring at the Potter County Gunzburger Building for a term of March 1, 2026, to February 28, 2027, at an annual fee of \$575.00.

Agreement – Darling Apothecary LLC for pharmaceutical services at the Potter County Jail for a term of January 22, 2026, to January 21, 2027

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>24/25</u>	<u>25/26</u>
■ Potter County Human Services (01/01/2026 - 06/30/2027)		
<i>Terra R Koering, Esquire, of Loomis</i>		
Description	Prior Cost	Current Cost
Solicitor for Potter County Human Services	\$40,000.00	No change

PERSONNEL

LIQUID FUELS TAX REQUESTS

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (01/09/2026)

<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 Checks	5068			\$107.42
10	Payroll - Direct Deposit	V1383489-V13835666, V1383488, V1383467- V1383487			\$114,905.70
10	General Fund - Accounts Payable	149768-149769, 149771- 149776, 149778-149791, 149793-149795, 149797- 149841, 149843-149851, 149853, 146855-149863			\$291,902.31
10	General Fund - A/P Manual Checks	299			\$162,165.25
11	LEPC - Local Emergency Planning	3217-3219			\$387.30
16	911 Fund	4133-4142			\$43,240.05
17	Saulter Preserve	149852			\$750.00
34	V.O.J.O.	149777, 149792,149842			\$304.24
35	Victim Services/RASA	149777, 149792, 149842			\$2,035.18
38	Divorce Fund	149842, 149770			\$351.98
59	P.C.Victim Impact Panel (CO)	149854			\$917.00
66	911 Statewide Interconnectivity Grant	149796			\$314.38

Potter County Human Services Fiscal Summary (01/22/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$39,533.33
PAYROLL TAX TRANSFERS (EFTPS)	\$11,352.14
STATE TAX WITHHOLDINGS (ETIDES)	\$1,647.53
PAUC	\$38.47
Local W/H	\$536.65
Isolved P/R Charge	\$143.57
ACCOUNTS PAYABLE CHECKS – 01/22/2025 Ck# 81676-81749	\$204,126.02
Total Checks Written	\$257,377.71

NEXT MEETING: February 5, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro