

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

March 5, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – February 5, 2026

GUESTS

NEW BUSINESS

Opening of the Timber Bid

Reappointment – George Martin to the Aging Advisory Council Effective Jan. 1, 2026 – Jan. 1, 2029.

Reappointment – Jerry Moran to the Aging Advisory Council Effective Aug. 1, 2025 – Aug. 1, 2028.

Reappointment – Debra Ostrom to the Aging Advisory Council Effective March 1, 2026 – March 1, 2029.

Reappointment – James Ostrom to the Aging Advisory Council Effective March 1, 2026 – March 1, 2029.

Reappointment – Ronda Reynolds to the Aging Advisory Council Effective March 1, 2026 – March 1, 2029.

Potter County Human Services Policy Manual

Grant – JCJC Juvenile Probation Services Grant in the amount of \$32,828.00 for July 1, 2025 – June 30, 2026

CONTRACTS AND AGREEMENTS

Agreement – McKean County for inmate housing at the Potter County Jail at a rate of \$65.00 per day.

Agreement – Paycor for Jail time clock service and maintenance in the amount of \$6.25 per month and a one time purchase of the time clock in the amount of \$643.50

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>24/25</u>	<u>25/26</u>
■ Alcohol and Drug Abuse Services		
<i>CRSB Holdings (03/01/2026 - 02/28/2027)</i>		
Description	Prior Cost	Current Cost
Coudersport Senior Center Lease Agreement	N/A	\$1,250.00/month
■ Alcohol and Drug Abuse Services		
<i>Eagleview Hospital Facility Number 461031</i>		
Adult Drug and Alcohol Inpatient; Levels 3.5, 3.7, 3.7WM, 4.0WM, and 4.0		
Description	Prior Cost	Current Cost
Inpatient 3.5	\$454.00/day	No Change
Inpatient 3.5 Enh	\$469.00/day	No Change
Inpatient 3.7	\$524.00/day	No Change
Inpatient 3.7 Enh	\$540.00/day	No Change
Inpatient 3.7 Withdrawal Management	\$550.00/day	No Change
Inpatient 4.0 Withdrawal Management	\$525.81/day	No Change
Inpatient 4.0	\$525.81/day	No Change

PERSONNEL

Resignation: Brett McKerverey, full-time Corrections Officer at the Potter County Jail, has resigned his position effective February 5, 2026.

Promotion: Deputy Warden Hurler is requesting the promotion of Patrick Potter from part-time Corrections offer to full-time Corrections Officer, effective March 2, 2026

Promotion: Deputy Warden Hurler is requesting the promotion of Nicholas Phelps from part-time Corrections offer to full-time Corrections Officer, effective March 2, 2026

LIQUID FUELS TAX REQUESTS

- Austin Brough - \$1,179.98
- Genesee Township - \$3,555.62
- Ulysses Township - \$2,648.61
- Eulalia Township - \$2,954.74
- Stewardson Township - \$748.92

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (02/20/2026)

<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	V1475654-V1475732, V1475768, V1475770-V1475790			\$119,992.36
10	General Fund - Accounts Payable	150062-150066, 150068-150083, 150085-150100, 150102-150107, 150109-150119, 150121-150126, 150128-150136, 150138	148431	\$1,577.26	\$19,707.61
10	General Fund - A/P Manual Checks	305			\$166,824.25
11	LEPC - Local Emergency Planning	3253-3255	3190	\$134.59	\$477.77
14	Liquid Fuels	1839-1841			\$4,906.41
15	North Fork Dam	150127, 150108			\$1,638.34
16	911 Fund	1456-1465			\$14,841.68
17	Saulter Preserve	150127			\$36.00
20	Supervision Fees (County) (CO)	150138			\$20,000.00
28	Domestic Relations IV-D	1078			\$7,996.00
32	Specialty Courts	150067			\$30.00
34	V.O.J.O.	150084			\$180.00
35	Victim Services/RASA	150084			\$1,294.35
38	Divorce Fund	150120			\$84.98

Potter County Fiscal Summary (02/27/2026)

<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 - A/P Manual Checks	309			\$80.25

Potter County Tax Claim Bureau Fiscal Summary (03/05/2026)

ACCOUNTS PAYABLE CHECKS – Check #18379 - 18414	\$135,262.08
Total Checks Written	\$135,262.08

Potter County Tax Claim Bureau Fiscal Summary (03/05/2026)

ACCOUNTS PAYABLE CHECKS – Check #18415 - 18417	\$8,242.64
Total Checks Written	\$8,242.64

Potter County Human Services Fiscal Summary (03/05/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$41,573.46
PAYROLL TAX TRANSFERS (EFTPS)	\$11,936.75
STATE TAX WITHHOLDINGS (ETIDES)	\$1,729.68
PAUC	\$40.33
Local W/H	\$563.40
Coudersport LST	\$74.00
Isolved P/R Charge	\$199.44
ACCOUNTS PAYABLE CHECKS – 02/25/2026 Ck# 81872	\$1,100.00
ACCOUNTS PAYABLE CHECKS – 03/03/2026 Ck# 81804-81871	\$139,320.51
Total Checks Written	\$196,348.32

NEXT MEETING: March 19, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro