

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

April 2, 2026

(Meetings recorded and destroyed after meeting minutes approval)

**CALL TO ORDER**

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENT**

**MINUTES** – March 19, 2026

**GUESTS** David Hyde; A Way Out

Teri McDowell; Director of the Coudersport Public Library and Leslie Wishard; Potter-Tioga Library System Administrator

**NEW BUSINESS**

*Proclamation – Sexual Assault Awareness Month 2026*

*Proclamation – National Library Week April 19-25, 2026*

**CONTRACTS AND AGREEMENTS**

*MOU - Bonuses for Union employees from the Supervision Fund*

*MOU - Compensation for performing duties relating to the Court Reporting Network and Alcohol Highway Safety School.*

*Linkage Agreement – With Dickinson Center Inc. for 2026*

*Agreement – Palmetto Posting, Inc. for posting delinquent tax notices for a term of April 2, 2026, through December 31, 2026 at a rate of \$50.00 per post which will be charged to the parcel.*

<b><u>PCHS CONTRACTS AND AGREEMENTS</u></b>	<b><u>24/25</u></b>	<b><u>25/26</u></b>
<b>■ Early Intervention (07/01/2025 - 06/30/2026)</b>		
<i>Care for Children</i>		
Evaluations, Therapies, and Special Instruction for Early Intervention-Rate Changes		
<b><u>Description</u></b>	<b><u>Prior Cost</u></b>	<b><u>Current Cost</u></b>
Evaluation Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Occupational Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Evaluation Speech Pathology	\$251.22/Eval.	\$268.81/Eval.
Speech Pathology	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Speech Pathology	\$34.70/Unit	\$37.13/Unit
Evaluation Special Instruction	\$30.58/Unit	\$32.72/Unit
Special Instruction	\$30.58/Unit	\$32.72/Unit
IFSP Teaming Special Instruction	\$30.58/Unit	\$32.72/Unit
Physical Therapy	\$34.70/Unit	\$37.13/Unit
Evaluation Physical Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Physical Therapy	\$34.70/Unit	\$37.13/Unit
<i>Amy Geiser</i>		
Special Instruction Services for Early Intervention-Rate Change		
<b><u>Description</u></b>	<b><u>Prior Cost</u></b>	<b><u>Current Cost</u></b>
Special Instruction	\$426.00/Day	No Change
<i>Milestones Physical Therapy, LLC.</i>		
Offering a Variety of Evaluations/Therapies for Early Intervention-Rate Changes		
<b><u>Description</u></b>	<b><u>Prior Cost</u></b>	<b><u>Current Cost</u></b>
Evaluation Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Occupational Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Physical Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Physical Therapy	\$34.70/Unit	\$37.13/Unit

<u>The Guidance Center</u>		
Evaluations and Therapies for Early Intervention-Rate Change		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Evaluation Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Occupational Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Occupational Therapy	\$34.70/Unit	\$37.13/Unit
Evaluation Speech Pathology	\$251.22/Eval.	\$268.81/Eval.
Speech Pathology	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Speech Pathology	\$34.70/Unit	\$37.13/Unit
Evaluation Special Instruction	\$30.58/Unit	\$32.72/Unit
Special Instruction	\$30.58/Unit	\$32.72/Unit
IFSP Teaming Special Instruction	\$30.58/Unit	\$32.72/Unit
Physical Therapy	\$34.70/Unit	\$37.13/Unit
Evaluation Physical Therapy	\$34.70/Unit	\$37.13/Unit
IFSP Teaming Physical Therapy	\$34.70/Unit	\$37.13/Unit
<u>Julie Schlosser</u>		
Special Instruction for Early Intervention-Rate Change		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Special Instruction	\$426.00/Day	No Change

**PERSONNEL**

*Hire* – Maintenance Director Joe Kurtz has requested the hiring of Gary Knauer to fill the seasonal part-time Maintenance Worker vacancy; effective April 15, 2026

*Amended Separation of Employment* – Daniel Holmes, full-time Assistant District Attorney effective March 20, 2026

*Military Leave* – Ray Inman, Deputy Sheriff effective January 14, 2026 for a period of 400 days

*Military Leave* – Phillip Hurban, Domestic Relations Case Manager effective February 23, 2026

*Return From Military Leave* - Phillip Hurban, Domestic Relations Case Manager effective April 6, 2026

**LIQUID FUELS TAX REQUESTS**

Harrison Township - \$5,311.00

**COMMISSIONERS' REPORTS**

**BILLS**

**Potter County Fiscal Summary (03/19/2026)**

<u>Fund #</u>	<u>Fund Description</u>	<u>Check #'s</u>	<u>Voided Check #</u>	<u>Voided Check Amt</u>	<u>Total</u>
52	Operational Reserve Fund	150255			<b>\$300,000.00</b>

**Potter County Fiscal Summary (03/20/2026)**

<u>Fund #</u>	<u>Fund Description</u>	<u>Check #'s</u>	<u>Voided Check #</u>	<u>Voided Check Amt</u>	<u>Total</u>
10	Payroll Checks				
10	Payroll - Direct Deposit	V1538134-V1539210, V1538292, V1538668- V1538688			<b>\$116,609.29</b>
10	General Fund - Accounts Payable	150256-150260, 150262- 150286, 150288-150294, 150296-150351, 150353			<b>\$146,055.15</b>
10	General Fund - A/P Manual Checks	312			<b>\$162,620.73</b>
11	LEPC - Local Emergency Planning	3264-3265			<b>\$449.98</b>
15	North Fork Dam	150359			<b>\$38.34</b>

16	911 Fund	4173-4182			\$6,464.43
17	Saulter Preserve	150359			\$36.00
34	V.O.J.O.	150261, 150287, 150352			\$190.25
35	Victim Services/RASA	150287, 150261, 150352-150358, 150360-150371			\$1,355.79
38	Divorce Fund	150352			\$82.28
61	Employee Wellness Initiative	150261			\$677.46
64	Gas Well Impact-Capital Reserve	150295			\$40,000.00

**Potter County Fiscal Summary (03/23/2026)**

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
69	Home Grant	150372-150373			\$29,525.06

**Potter County Fiscal Summary (04/02/2026)**

<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	150375-150383			\$80,790.49
10	General Fund - A/P Manual Checks	314			\$35.00
11	LEPC - Local Emergency Planning	3266			\$579.03
16	911 Fund	4183			\$208.76
34	V.O.J.O.	150374			\$7.95
35	Victim Services/RASA	150374			\$47.70

**Potter County Human Services Fiscal Summary (04/02/2026)**

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$44,795.95
PAYROLL TAX TRANSFERS (EFTPS)	\$12,513.78
STATE TAX WITHHOLDINGS (ETIDES)	\$1,845.19
PAUC	\$42.98
Local W/H	\$601.07
Coudersport LST	\$80.00
ACCOUNTS PAYABLE CHECKS – 03/20/2026 Ck# 81974	\$1,100.00
ACCOUNTS PAYABLE CHECKS – 04/02/2026 Ck# 81975-82037	\$212,005.02
<b>Total Checks Written</b>	\$272,983.99

**NEXT MEETING:** April 16, 2026

**ADJOURNMENT**

Prepared by Paige Barroqueiro