

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

May 28, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – May 14, 2026

GUESTS

NEW BUSINESS

Request from Tri-County Fire School for additional work to the Burn training facility

Execution and recording of deed transferring 80 Railroad Avenue, Roulette, Pennsylvania 16746 to The Township of Roulette, pursuant to prior sale authorization

Opening of RFP from qualified engineering firms for legal services in support of the Planning Commissioner for Subdivision and Land Development Ordinance (SALDO), stormwater management, and related environmental reviews and inspections

MOU – Association of Probation Officers for duties related to Alcohol Highway Safe Driving School

MOU – Association of Probation Officers for duties related to Court Reporting Network (CRN)

CONTRACTS AND AGREEMENTS

Service Agreement -Cidnet for audio and video services in the Potter County Jail for a term of June 1, 2026, to May 31, 2030.

Usage Agreement -Cidnet for content and security application data usage in the Potter County Jail for a term of June 1, 2026, to May 31, 2030.

Contract Quote – Databranch for additional prorated adobe licenses in the amount of \$1,005.00

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>25/26</u>	<u>26/27</u>
■ Area Agency on Aging (05/11/2026 - 06/30/2027)		
<u>Clearfield County Area Agency on Aging - Mature Resources</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Supervision for Protective Services	N/A	\$50,000.00
■ Drug and Alcohol		
<u>Alcohol and Drug Abuse Services Inc. (May 1, 2026, to June 30, 2026)</u>		
Drug and Alcohol Recovery Support Services		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Cost Reimbursement contract for Recovery Support Services	N/A	\$8,000.00
<u>Esper Center; Facility Number 257058 (January 1, 2026, to June 30, 2026)</u>		
Drug and Alcohol Treatment-Methadone Treatment		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Daily Dose of Methadone Counseling	\$92.00/Week	No Change
Annual Physical	\$100.00/Year	No Change
Annual Blood Work	\$50.00/Year	No Change

PERSONNEL

Separation of Employment – Kelly Ahearn, Aging Care Manager II, effective June 26, 2026

LIQUID FUELS TAX REQUESTS

Roulette Township - \$3,723.86

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (05/15/2026)

<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				\$136,015.73
10	General Fund - Accounts Payable	150674-150679, 150681-150710-150716, 150718-150719, 150721-150723, 150725-150747, 150749-150770, 150772-150774, 150776-150799			\$170,077.40
10	General Fund - A/P Manual Checks	329			\$191,364.65
11	LEPC - Local Emergency Planning	3272-3273			\$409.42
14	Liquid Fuels	1844-1847			\$17,980.39
18	Automation Fund (Civil)	150724			\$127.50
20	Supervision Fees (County) (CO)	150748			\$35,119.86
34	V.O.J.O.	150711, 150771			\$201.29
35	Victim Services/RASA	150711, 150771			\$1,417.70
38	Divorce Fund	150771			\$105.77
52	Operational Reserve Fund	150775			\$14,280.00
61	Employee Wellness Initiative	150680			\$99.95
66	911 Statewide Interconnectivity Grant	150717			\$310.50
69	Home Grant	150720			\$300.00

Potter County Fiscal Summary (05/19/2026)

<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	330			\$83.73

Potter County Human Services Fiscal Summary (05/28/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$45,625.41
PAYROLL TAX TRANSFERS (EFTPS)	\$12,881.81
STATE TAX WITHHOLDINGS (ETIDES)	\$1,882.75
PAUC	\$43.07
Local W/H	\$613.30
Coudersport LST	\$80.00
ACCOUNTS PAYABLE CHECKS – 05/28/2026 #82208-82259	\$125,054.31
Total Checks Written	\$186,180.65

NEXT MEETING: June 11, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro