

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

August 20, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – August 6, 2026

GUESTS

NEW BUSINESS

Quote Approval for sign for the Market Village project

CONTRACTS AND AGREEMENTS

Engagement Letter - C.J. Wallace Engineering, LLC for professional engineering, competitive bidding, and construction administration services for the Gunzburger building Window Replacement 2 part project in the amount of \$84,000 (fixed) for part one and \$46,400 (maximum billed hourly) for part 2.

Lease Agreement - Christopher L. Young for the lease of the Magisterial District Court building in Shinglehouse at a monthly rent of \$1050.00, effective August 1, 2026 to July 31, 2027.

Lease Agreement - Penn State Extension for lease of space in the Gunzburger Building at a monthly rent of \$0. Effective January 1, 2027 through December 31, 2027.

Professional Service Agreement – Zelenkofske Axelrod LLC for auditing services for Potter County and Potter County Human Services for 2026, 2027, and 2028 at a rate of \$68,185 for 2026 and increasing 3% each year

PCHS CONTRACTS AND AGREEMENTS	25/26	26/27
■ Drug and Alcohol (07/01/2026 - 06/30/2027)		
White Deer Run; Facility numbers 601031, 387017, 367058, 397060, 677069, and 677086		
Drug and Alcohol Treatment-Inpatient		
Description	Prior Cost	Current Cost
Facility # 601031		
Level 3.7 WM	\$371.00/Day	No Change
Level 3.5 Enh	\$336.00/Day	No Change
Level 3.5	\$325.00/Day	No Change
Facility # 397060		
Level 3.7 WM	\$406.00/Day	No Change
Level 3.5 Enh	\$343.00/Day	No Change
Levey 3.5	\$312.00/Day	No Change
Facility # 677069		
Level 3.7 WM	\$471.00/Day	No Change
Level 3.5 Enh	\$448.00/Day	No Change
Level 3.5	#366.00/Day	No Change
Facility # 677086		
Level 3.7 WM	\$336.00/Day	No Change
LeveB.5 Enh	\$301.00/Day	No Change
Level 3.5	\$264.00/Day	No Change
Sojourner House; Facility number 707160		
Drug and Alcohol Treatment-Inpatient		
Description	Prior Cost	Current Cost
Level 3.5	\$408.45/Day	No Change
Cove Forge; Facility Number 077009		
Drug and Alcohol Treatment-Inpatient and Partial		

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Level 3.7 WM	\$363.00/Day	No Change
Level 3.7	New Level of Care	\$345.00
Level 3.5 Enh	\$303.00/Day	\$62.00/Day
Level 3.5	\$303.00/Day	No Change
Level 2.5	\$139.00/Day	No Change
<u>Huntington Creek-Adult and Adolescent; Facility Number 407061</u>		
Drug and Alcohol Treatment-Inpatient		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Level 3.7 (Adolescent)	\$579.00/Day	No Change
Level 3.5 (Adolescent)	\$472.00/Day	No Change
Level 3.7 (Adult)	\$441.00/Day	No Change
Level 3.5 (Adult)	\$425.00/Day	No Change
Level 3.5 Enh (Adult)	\$450.00/Day	No Change
<u>Millerton Acquisition Sub LLC; Bradford Recovery Center, Facility Number 087028</u>		
Drug and Alcohol Treatment-Inpatient/Partial Hospitalization		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Level 3.7 WM	\$426.00/Day	No Change
Level 3.5	\$299.00/Day	\$306.00/Day
Level 3.5 Enh	\$326.00/Day	\$331.00/Day
Level 2.5	\$120.00/Day	No Change
■ Aging (07/01/2026 - 09/30/2026)		
<u>Andrea Conner</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
90-day extension to fiscal year 25-26 contract	\$30/HR + expenses	\$31.00/HR + expenses
■ Early Intervention/Intellectual Disability (07/01/2026 - 06/30/2027)		
<u>Health Ride Plus</u>		
Transportation for ID consumers		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Zone 1 Transportation	\$36.54/Trip	No Change
Zone 2 Transportation	\$65.78/Trip	No Change
Zone 3 Transportation	\$74.73/Trip	No Change
■ Mental Health (07/01/2026 - 06/30/2027)		
<u>Dickinson Center, Inc.</u>		
Mental Health Psychiatric Rehabilitation Services, Mobile Psychiatric Rehabilitation, and PEER Specialist Support		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Peer Support	\$22.49/15 minutes	\$22.94/15 minutes
	To a maximum of \$7,500.00	To a maximum of \$7,500.00
Psychiatric Rehab	\$5.50/15 minutes	\$9.09/15 minutes
	\$30,000.00 maximum	\$30,000.00 maximum
Mobile Psychiatric Rehab	\$18.00/15 minutes	\$22.47/15 minutes
	\$30,000.00 maximum	\$30,000.00 maximum
<u>Dickinson Center, Inc.</u>		
Mental Health Drop-in Center Service and Family Based Mental Health Services		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Drop-in Center	70,056.00 maximum	No Change
Family Based	\$46.86/Unit	\$48.76/Unit
	\$15,000.00 Maximum	\$15,000.00 Maximum
<u>The Guidance Center</u>		
Family Based Services work with identified child and their families, in the home, school and community. Project RAPPORT provides education with at risk teens and pregnant women.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Family Based	\$46.86/15 minute Unit	\$48.76/15 minute Unit
	\$15,000.00 Maximum	\$15,000.00 Maximum
Project RAPPORT	\$15.62/15 minute Unit	\$15.62/15 minute Unit
	\$25,000.00 maximum	\$25,000.00 maximum
<u>Susie Marchesani, LCSW (Trauma Therapist for Potter County Treatment Court)</u>		
Trauma Therapy provided to clients referred to/currently in the Potter County Treatment Court.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
	\$120.00/1 hour session	No Change
	\$25,000.00 maximum	No Change
<u>Cabin Investments LLC (Luke Watson-Owner)</u>		
Trauma Therapy provided to clients referred to/currently in the Potter County Treatment Court.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Dwelling Location: 7 W 4th St, Coudersport, PA 16915	N/A	\$1,250 security dep and \$1,250 per month

Dickinson Center, Inc.		
School Based Mental Health Specialist (MHS) and Mental Health Psychiatric Outpatient Services		
Description	Prior Cost	Current Cost
School Based MHS	Up to \$70,000.00 Maximum	Up to \$60,000.00 maximum
MH Psychiatric Outpatient	\$28,000.00 maximum cost	\$28,000.00 maximum cost

PERSONNEL

Separation of Employment – Brianna Barroqueiro, part-time Courthouse Security Guard, effective August 25, 2026

Separation of Employment – Nathan Powley, full-time Specialty Court Coordinator/Probation Officer, effective August 28, 2026

Hire - Thomas Patterson is requesting the hiring of Brandon Goss as a full-time County Caseworker I, effective August 24, 2026

Separation of Employment – Nicole Campbell, full-time Care Manager II, effective August 14, 2026

Separation of Employment – Alex Dovensky, full-time Administrative Assistant/Senior Center Supervisor, effective August 14, 2026

Separation of Employment – Mary Freeman, full-time Care Manager II, effective August 7, 2026

LIQUID FUELS TAX REQUESTS

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (08/06/2026)

<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	151652			\$300.00

Potter County Fiscal Summary (08/07/2026)

<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				\$113,192.52
10	General Fund - Accounts Payable	151578, 151580-151596, 151598-151599, 151601-151605, 151607-151618, 151620, 151622-151625, 151627-151634, 151636-151637, 151639-151641, 151643-151647, 151649-151651			\$882,365.42
10	General Fund - A/P Manual Checks	354			\$157,809.55
11	LEPC - Local Emergency Planning	3288			\$62.44
14	Liquid Fuels	1849			\$748.92
15	North Fork Dam	151635			\$2,500.00
16	911 Fund	4262-4265			\$4,612.94
18	Automation Fund (Civil)	151606			\$1,125.84
34	V.O.J.O.	151638, 151597			\$190.11
35	Victim Services/RASA	151597, 151638			\$1,350.61
38	Divorce Fund	151579, 151638			\$417.40
51	Capital Projects Fund	151619			\$4,223.86

52	Operational Reserve Fund	151642			\$14,756.00
59	P.C.Victim Impact Panel (CO)	151626			\$164.00
60	Hotel Excise Tax Fund	151621, 151648			\$104,619.24
61	Employee Wellness Initiative	151579			\$1,482.35
66	911 Statewide Interconnectivity Grant	151600			\$310.50

Potter County Fiscal Summary (08/12/2026)

<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	151653, 151645			\$1,660.00

Potter County Human Services Fiscal Summary (08/20/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$40,795.82
PAYROLL TAX TRANSFERS (EFTPS)	\$11,399.63
STATE TAX WITHHOLDINGS (ETIDES)	\$1,683.19
PAUC	\$39.22
Local W/H	\$548.31
Coudersport LST	\$76.00
ACCOUNTS PAYABLE CHECKS – 08/07/2026 #82549	\$57,447.00
ACCOUNTS PAYABLE CHECKS – 08/20/2026 #82550-82617	\$149,379.39
Total Checks Written	\$261,368.56

NEXT MEETING: September 3, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro