

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

September 17, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – September 3, 2026

GUESTS

NEW BUSINESS

Resolution #7 of 2026 – Potter County’s FFY2026 CDBG Application

Resolution #8 of 2026 – Fair Housing

Resolution #9 of 2026 – Appointing a Section 504 Compliance Officer

Approval of the 2027-2028 Solicitor Proposal

CONTRACTS AND AGREEMENTS

Service Agreement - Databranch for Cisco service in the amount of \$9,216.00 for a term of one year

Maintenance Agreement – Infocon (Harris) for maintenance and support of licensed software in the amount of \$2,333.66 for a term of one year

Maintenance Agreement – Infocon (Harris) for maintenance and support of licensed software for the Sheriff in the monthly amount of \$760.47 for a term of one year

Maintenance Agreement – Infocon (Harris) for device fees in the monthly amount of \$60.40 for a term of one year

Maintenance Agreement – Infocon (Harris) for maintenance and support of licensed software for the Prothonotary and Orphan’s Court in the monthly amount of \$3,610.62 for a term of one year

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>25/26</u>	<u>26/27</u>
■ Aging (07/01/2026 - 09/30/2026)		
Guardian Medical Monitoring		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
90-day extension to fiscal year 25-26 contract	No Change	No Change
■ Early Intervention/Intellectual Disability (07/01/2026 - 06/30/2027)		
Service Access & Management, Inc.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Administrative Entity for EI Program	\$18.70/unit	\$22.60/15 Minutes
Service Access & Management, Inc.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Purchase of Services Agreement	\$3,857.00/month	No Change
Service Access & Management, Inc.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Administrative Entity for ID Program	ODP/State Rate/15 minutes	No Change
Service Access & Management, Inc.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Administrative Support for the ID Program AE	\$18.70/15 Minutes	No Change
Service Access & Management, Inc.		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Purchase of Services Agreement	\$2,000.00/month	No Change

PERSONNEL

Promotion – Chief Probation Officer Brian Abel is requesting the promotion of Payden Bice from Adult Probation Officer to Treatment Court Probation Officer, effective September 2, 2026

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

BILLS

Potter County Fiscal Summary (09/04/2026)

<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				\$116,166.23
10	General Fund - Accounts Payable				\$374,873.22
10	General Fund - A/P Manual Checks	364			\$161,052.66
11	LEPC - Local Emergency Planning	3291-3292			\$202.03
16	911 Fund	4275-4283			\$164,517.40
18	Automation Fund (Civil)	151802			\$998.34
28	Domestic Relations IV-D	1083			\$10,292.00
32	Specialty Courts	151770			\$34.12
34	V.O.J.O.	151786			\$180.00
35	Victim Services/RASA	151786			\$1,361.44
52	Operational Reserve Fund	151809, 151834			\$15,538.30
64	Gas Well Impact-Capital Reserve	151836			\$850.00
66	911 Statewide Interconnectivity Grant	151794			\$314.38
70	NRAT Network Cog	151814			\$12,000.00

Potter County Human Services Fiscal Summary (09/17/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$38,587.45
PAYROLL TAX TRANSFERS (EFTPS)	\$10,827
STATE TAX WITHHOLDINGS (ETIDES)	\$1,589.96
PAUC	\$37.00
Local W/H	\$517.96
Coudersport LST	\$74.00
ACCOUNTS PAYABLE CHECKS – 09/24/2026 #82663-82711	\$170,659.32
Total Checks Written	\$222,739.21

NEXT MEETING: October 1, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro