~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

October 29, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – October 15, 2026

GUESTS

NEW BUSINESS

MOU - Potter County Commissioners; Northern Tier Community Action Corp; PC Housing Authority, PCHS and A Way Out for application to Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant.

Reappointment – Will Hunt to the Comprehensive Economic Development Strategy (CEDS) Committee as the Planning Representative for a three-year term of January 1, 2027, through December 31, 2029

Appointment – Tracy Leet to the Comprehensive Economic Development Strategy (CEDS) Committee as the Economic Development Representative for a three-year term of January 1, 2027, through December 31, 2029

Reappointment – Robert Wicker to the Comprehensive Economic Development Strategy (CEDS) Committee as the Industry Representative for a three-year term of January 1, 2027, through December 31, 2029

Reappointment – Lauren Hinman to the Solid Waste Authority for a five-year term of January 1, 2027, through December 1, 2031

Appointment – Richard Nelson to the Solid Waste Authority to fill the unexpired term of Gary Morley expiring December 31, 2028

Reappointment – Kyle Miller to the Planning Commission for a four-year term of January 1, 2027, through December 31, 2030

Reappointment – Dr. David Hyde to the Potter County Human Services Advisory Board for a term of November 1, 2026, through October 31, 2029

CONTRACTS AND AGREEMENTS

Lease Agreement - Potter County Human Services for lease of the third floor of the Gunzburger building for a term of January 1, 2027, to December 31, 2027, at a monthly rent of $13,416.66.

Maintenance Agreement – Capital Area Communications for radio system maintenance at a total cost of $295,320.00 for a term of January 1, 2027 through December 31, 2028

Quote – Databranch for Microsoft Entra and Teams annual subscription at a cost of $2,614.00

PCHS CONTRACTS AND AGREEMENTS	**25/26**	**26/27**
■ **Drug and Alcohol (07/01/2026 - 06/30/2027)**		
Warren General Hospital		
Description	**Prior Cost**	**Current Cost**
Adult Drug and Alcohol Inpatient; Level 4.0 Withdrawal Management	$806.00/Day	No Change

■ **Intellectual Disabilities (07/01/2026 - 06/30/2027)**		
One Well LLC		
2025-2026 contract addendum for state mileage increase		
Dates	**Prior Cost**	**Current Cost**
July 1, 2025-December 31, 2025	NA	$0.70/mile
January 1, 2026- June 30, 2026	$0.70/mile	$0.73/mile
■ **PCHS (11/01/2026 - 11/30/2027)**		
Genesee Township Volunteer Fire Department		
Description	**Prior Cost**	**Current Cost**
CPR and First Aid Training Services	$40.00/student	$50.00/Student

PERSONNEL

LIQUID FUELS TAX REQUESTS

Coudersport Borough - $4,896.19

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (10/16/2026)

Fund #	***Fund Description***	*Check #'s*	*Voided Check #*	*Voided Check Amt*	***Total***
10	Payroll Checks				
10	Payroll - Direct Deposit				**$116,128.00**
10	General Fund - Accounts Payable	152032-152037, 152039-152062, 152064-152070, 152072-152105, 152108-152112, 152114-152126, 152128-152129, 152131-152142, 152144-152153			**$222,321.31**
10	General Fund - A/P Manual Checks	373			**$159,114.84**
11	LEPC - Local Emergency Planning	3295-3296			**$591.74**
14	Liquid Fuels	1854			**$3,195.07**
16	911 Fund	4305-4314			**$57,585.05**
22	Farmland Preserv. & Rollback	152107			**$91.62**
34	V.O.J.O.	152127,152113, 152071			**$349.11**
35	Victim Services/RASA	152071, 152127			**$1,354.15**
38	Divorce Fund	152106			**$22,013.73**
52	Operational Reserve Fund	152130			**$14,280.00**
61	Employee Wellness Initiative	152038, 152063			**$686.95**
73	Bond-reassessment prokect	152143			**$101,222.66**

Potter County Fiscal Summary (10/21/2026)

Fund #	***Fund Description***	*Check #'s*	*Voided Check #*	*Voided Check Amt*	***Total***
10	General Fund - Accounts Payable	152154, 152155, 152159, 152160	152158	$9,516.13	**$12,304.13**
17	Saulter Preserve	152157			**$43.78**
61	Employee Wellness Initiative	152156			**$440.00**

Potter County Human Services Fiscal Summary (10/29/2026)

PAYROLL CHECK #1	$0
PAYROLL AUTOMATIC DEPOSITS	$37,542.62
PAYROLL TAX TRANSFERS (EFTPS)	$10,727.38

STATE TAX WITHHOLDINGS (ETIDES)	$1,557.12
PAUC	$35.61
Local W/H	$507.22
Coudersport LST	$62.00
ACCOUNTS PAYABLE CHECKS – 10/15/2026 #82806-82817	$6,855.49
ACCOUNTS PAYABLE CHECKS – 10/15/2026 #82818	$4.59
ACCOUNTS PAYABLE CHECKS – 10/29/2026 #82819-82870	$181,794.67
Total Checks Written	$238,794.67

NEXT MEETING: November 12, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro