

~Agenda~

**POTTER COUNTY COMMISSIONERS MEETING**

**January 23, 2025**

(Meetings recorded and destroyed after meeting minutes approval)

**CALL TO ORDER**

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENT**

**MINUTES** – January 09, 2025

**GUESTS**

Will Hunt – GIS/Planning/Community Development Director

Representatives from Northeastern Potter Economic Development Assn.

**NEW BUSINESS**

*Ordinance #1 of 2025 Local Economic Revitalization Tax Assistance Act (LERTA)*

*Approval of Final Strategic Management Program Plan STMP from Kafferlin Strategies*

*Resolution #2 of 2025 Governing Bodies' Authorization*

*Intergovernmental Agreement to authorize electronic access to PENNDOT systems*

**CONTRACTS AND AGREEMENTS**

*Professional Service Contract – Debra Sue Lehman for cleaning of the Shinglehouse District Judge Office at a rate of \$20/week. Effective Jan. 1, 2025, to Dec. 31, 2025.*

*Inspection Agreement – Davis Ulmer Fire Protection. for fire monitoring at the Potter County Gunzburger Annex. Term of March 1, 2025, to February 28, 2026, at an annual fee of \$575.00.*

<b><u>PCHS CONTRACTS AND AGREEMENTS</u></b>	<b><u>23/24</u></b>	<b><u>24/25</u></b>
<b>■ Aging (07/01/2024 - 06/30/2025)</b>		
<u>Guardian Medical Monitoring, LLC Addendum (07/01/2024 - 06/30/2025)</u>		
Personal Emergency Response Systems & Medication Minders		
<b><u>Description</u></b>	<b><u>Prior Cost</u></b>	<b><u>Current Cost</u></b>
PERS Monthly Rental Fee Landline	\$18.00 per month	No Change
PERS Monthly Rental Fee Cellular	\$28.00 per month	No Change
PERS Monthly Rental Fee Mobile / GSP Units	\$35.00 per month	No Change
Caregiver Monthly Rental Fee w/2 way speaker	\$25.00 per month	No Change
Medication Dispensers Fees		
Med Ready Installation Fee	\$25.00	No Change
Med Ready Monthly Fee	\$40 per month	No Change
Auto Fall Add ON	\$7.00 per month	No Change
<u>Jennifer Ann Davis, RDN, LDN (12/20/2024 - 01/01/2026)</u>		
Dietician Monitoring		
Home Delivered & Congregated Meals	\$100 per hour + expenses at state approved rate	No Change
<b>■ Children and Youth</b>		
<u>Alcohol and Drug Abuse Services, Inc. (01/01/2025 - 01/01/2026)</u>		
Family Group Decision Making an Evidence Based Program	N/A	\$1,250 per month
<u>Thomas A. Walrath Jr. Esq. (01/01/2025 - 12/31/2025)</u>		
Dependency Matters	N/A	\$2,500 per year
<b>■ Early Intervention (01/01/2025 - 06/30/2025)</b>		
<u>Beth Freer</u>		
IFSP Teaming Physical Therapy	\$34.70/15 minutes	No Change

**PERSONNEL**

*Hire:* Ashley Gledhill has hired Billie Jean Guinther as a full-time Deputy II with Potter County Prothonotary Office, effective Jan. 21, 2025.

*Amended Resignation:* Kara Amidon, Program Specialist I with Potter County Human Services, has resigned her position effective January 10, 2025.

**LIQUID FUELS TAX REQUESTS**

**COMMISSIONERS' REPORTS**

**BILLS**

**Potter County Fiscal Summary – 01/10/2025**

<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	12529-12625			<b>\$109,626.37</b>
10	General Fund - Accounts Payable	146974-147065	147001	\$371.31	<b>\$111,174.65</b>
10	General Fund - A/P Manual Checks	222			<b>\$153,847.58</b>
11	LEPC - Local Emergency Planning	3139-3143			<b>\$2,271.85</b>
16	911 Fund	3872-3881			<b>\$12,171.95</b>
27	Substance Abuse (Act 198)	147024			<b>\$5,000.00</b>
32	Specialty Courts	147049			<b>\$196.83</b>
34	V.O.J.O.	146997			<b>\$180.00</b>
35	Victim Services/RASA	146997			<b>\$1,143.00</b>
60	Hotel Excise Tax Fund	147057-147058			<b>\$92,859.47</b>
65	Gas Well-Highway Bridge Imprmt	146978			<b>\$20,000.00</b>

**Potter County Tax Claim Bureau Fiscal Summary (01/23/2025)**

<b>ACCOUNTS PAYABLE CHECKS – Check #17879-17885</b>	<b>\$12,302.89</b>
<b>Total Checks Written</b>	<b>\$12,302.89</b>

**Potter County Human Services Fiscal Summary (01/23/2025)**

PAYROLL AUTOMATIC DEPOSITS	\$42,451.15
PAYROLL TAX TRANSFERS (EFTPS)	\$12,848.31
STATE TAX WITHHOLDINGS (ETIDES)	\$1,848.85
PAUC	\$43.22
Local W/H	\$602.21
Paytime P/R Charge	\$451.71
ACCOUNTS PAYABLE CHECKS – 01/02/2025 Check #79732 - 79732	\$7,621.44
ACCOUNTS PAYABLE CHECKS – 01/09/2025 Check #79733 - 79836	\$225,401.50
<b>Total Checks Written</b>	<b>\$291,268.39</b>

**NEXT MEETING:** February 6, 2025

**ADJOURNMENT**

Prepared by Paige Barroqueiro