

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

June 11, 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

Resolution 6 of 2026 – PLGIT

CONTRACTS AND AGREEMENTS

Service Agreement – The EADS Group, INC. for primary engineering retainer for a one-year term at a cost paid by entity submitting plans to the Planning Commission

Service Agreement – E & M Engineers and Surveyors, P.C. for secondary engineering retainer for a one-year term at a cost paid by entity submitting plans to the Planning Commission

Lease Agreement Amendment – Potter County Education Council to lease the modular trailers for a term of July 1, 2026 through June 30, 2029 at a rate of \$2,300.00 per month increasing \$300 each year.

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.

Agreement – Centre County for inmate housing at a rate of \$75.00 per day for a term of January 1, 2026 through December 31, 2026

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>25/26</u>	<u>26/27</u>
■ Children and Youth Services (07/01/2026 - 06/30/2027)		
<u>Zayli Thompson</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Trailblazers Supervisor	N/A	\$25.00/hour, not to exceed \$5,000.00
<u>Kathleen Colon</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Trailblazers Supervisor	N/A	\$25.00/hour, not to exceed \$5,000.00
■ Coordinated Services (07/01/2026 - 06/30/2027)		
<u>PCHS Children and Youth</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Transportation for Children and Youth Services	\$2.57/loaded mile	\$2.65/loaded mile
<u>PCHS Intellectual Disabilities</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Transportation for Intellectual Disability clients	\$2.57/loaded mile	\$2.65/loaded mile
<u>PCHS Mental Health</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Transportation for Mental Health Services	\$2.57/loaded mile	\$2.65/loaded mile
<u>PCHS Drug and Alcohol Services</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Transportation for Drug and Alcohol Services	\$2.57/loaded mile	\$2.65/loaded mile

PERSONNEL

Hire – Human Resources Manager Danielle Gietler has requested the hiring of Caitlyn Rothermel to fill the part-time Summer Intern vacancy; effective June 3, 2026

Separation of Employment – J’Lina Matias, Domestic Relations Case Manager, effective May 28, 2026

Separation of Employment – Michele Mather, Potter County Human Services Aging Case Manager II, effective July 2, 2026

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

BILLS

Potter County Fiscal Summary (05/14/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
16	911 Fund	4209-4219			\$32,836.52

Potter County Fiscal Summary (05/29/2026)

<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 Checks				\$121,185.32
10	Payroll - Direct Deposit	331-338			\$306,199.93
10	General Fund - Accounts Payable	150800-150802, 150805-150815, 150817-150819, 150821-150825, 150827-150833, 150835-150846, 150848-150865, 150867-150868, 150870-150880, 150883-150886	150736	\$1,300.00	\$227,072.02
11	LEPC - Local Emergency Planning	3274-3275			\$779.69
15	North Fork Dam	150869			\$38.34
16	911 Fund	4220-4229			\$195,793.74
17	Saulter Preserve	150869			\$38.82
18	Automation Fund (Civil)	150834, 150847			\$3,878.13
20	Supervision Fees (County) (CO)	150884			\$184.32
28	Domestic Relations IV-D	1081			\$2,315.98
32	Specialty Courts	150881			\$309.89
34	V.O.J.O.	150820, 150866			\$191.13
35	Victim Services/RASA	150820, 150866, 150882			\$1,405.35
38	Divorce Fund	150803			\$411.86
64	Gas Well Impact-Capital Reserve	150816			\$10,099.20
66	911 Statewide Interconnectivity Grant	150826			\$314.38
69	Home Grant	150804			\$580.00

Potter County Fiscal Summary (06/01/2026)

<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	150887-150894, 150896-150899			\$127,999.49
10	General Fund - A/P Manual Checks	335			\$35.00

11	LEPC - Local Emergency Planning	3276			\$579.03
16	911 Fund	4230			\$208.76
32	Specialty Courts	150895			\$1,005.00

Potter County Tax Claim Bureau Fiscal Summary (06/11/2026)

ACCOUNTS PAYABLE CHECKS – Check #18496-18532	\$195,575.75
Total Checks Written	\$195,575.75

Potter County Human Services Fiscal Summary (06/11/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$43,488.23
PAYROLL TAX TRANSFERS (EFTPS)	\$12,276.80
STATE TAX WITHHOLDINGS (ETIDES)	\$1,800.01
PAUC	\$41.96
Local W/H	\$586.41
Coudersport LST	\$82.00
ACCOUNTS PAYABLE CHECKS – 06/11/2026 #82260-82301	\$145,883.18
Total Checks Written	\$204,423.24

NEXT MEETING: June 25, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro