

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

April 16, 2026

(Meetings recorded and destroyed after meeting minutes approval)

**CALL TO ORDER**

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENT**

**MINUTES** – April 2, 2026

**GUESTS** JR Hardester, Nick Angiolieri, and Michelle Mack; Vision Government Solutions

Kayla Wright – Potter County Human Services Mental Health Director

Katie Sasala – Potter County Conservation District

**NEW BUSINESS**

*Proclamation – Mental Health Awareness Month May 2026*

*Proclamation – Conservation District Week April 26<sup>th</sup> – May 2<sup>nd</sup> 2026*

*Resolution 3 of 2026 - Appointing Person or Persons to Make Personal Service and Perform Services in Accordance with the PA Real Estate Tax Sale Law*

*Resolution 4 of 2026 - Establishing A County Records Improvement Committee and Adopting a Comprehensive Records Management Plan*

*Grant – North Central Greenways Implementation grant for the Wild Elk Gravel – Potter County Expansion Project in the amount of \$17,500*

**CONTRACTS AND AGREEMENTS**

*Maintenance Agreement - Cleveland Brothers Equipment Company for annual maintenance of the generators at the Gunzburger County Office Building in the amount of \$2,220*

*Maintenance Agreement - Cleveland Brothers Equipment Company for annual maintenance of the generators at the Potter County Jail for \$1,185*

*Service Agreement – GFT Infrastructure, Inc. for the 2026 annual North Fork Dam Inspection at an annual cost of \$3,600*

*Service Agreement – CDW Government LLC. for VMWare Services for Server Software at an annual cost of \$12,507.84 for a three year term*

*Contract Quote Amendment – Databranch to add Potter County Human Services to Team Assist at an additional cost of \$832.50*

<b><u>PCHS CONTRACTS AND AGREEMENTS</u></b>	<b><u>24/25</u></b>	<b><u>25/26</u></b>
<b>■ Drug and Alcohol (01/01/2026 - 06/30/2026)</b>		
Pyramid Healthcare-Facility; 07719, 07714, 077018, 077026, 447027, 457040, 097055, 097101, and 707235		
Drug and Alcohol Treatment-Inpatient, Inpatient Withdrawal Management, Halfway House		
<b><u>Description</u></b>	<b><u>Prior Cost</u></b>	<b><u>Current Cost</u></b>
Facility Number 077019		
Level 3.7	\$367.00/Day	
Level 3.7 Enhanced	\$360.00/Day	No Change
Level 3.7 Withdrawal Management	\$435.00/Day	
Level 3.5	\$309.00/Day	

Level 3.5 Enhanced Facility Number 077014	\$338.00/Day	
Halfway House-Gratitude House Facility Number 077018	\$170.00/Day	No Change
Halfway House-Tradition House Facility Number 077026	\$165.00/Day	No Change
Halfway House-Pine Manor Facility Number 457040-Hillside	\$170/Day	No Change
Level 3.7	\$381.73/Day	
Level 3.7 Withdrawal Management	\$474.54/Day	No Change
Level 3.5	\$365.37/Day	
Level 3.5 Enhanced Facility Number 097055-Quakertown	\$379.83/Day	
Level 3.5 Facility Number 097101-Langhorne	\$350.00/Day	\$362.00/Day
Level 3.7 Withdrawal Management	\$503.00/Day	\$525.00/Day
Level 3.5 Facility Number 707235-Ridgeview	\$387.00/Day	\$403.00/Day
Level 3.5	\$321.67/Day	No Change

**PERSONNEL**

*Promotion:* The Potter County Jail Board has voted and is requesting the promotion of Ricky Hurler from Deputy Warden to Warden, effective May 1, 2026

*Separation of Employment* – Billie Jean Guinther, Prothonotary/Clerk of Courts Deputy II, effective April 10, 2026

*Hire* – Human Services Administrator Thomas Patterson is requesting the hire of Kiara Perkins to fill the County Caseworker II position, effective April 20, 2026

**LIQUID FUELS TAX REQUESTS**

**COMMISSIONERS' REPORTS**

**BILLS**

**Potter County Fiscal Summary (04/01/2026)**

<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	150375-150383			<b>\$80,790.49</b>
10	General Fund - A/P Manual Checks	314			<b>\$35.00</b>
11	LEPC - Local Emergency Planning	3266			<b>\$579.03</b>
16	911 Fund	4183			<b>\$208.76</b>
34	V.O.J.O.	150374			<b>\$7.95</b>
35	Victim Services/RASA	150374			<b>\$47.70</b>

**Potter County Fiscal Summary (04/09/2026)**

<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 - A/P Manual Checks	316			<b>\$835.19</b>

**Potter County Tax Claim Bureau Fiscal Summary (04/16/2026)**

<b>ACCOUNTS PAYABLE CHECKS – Check #18454-18495</b>	<b>\$530,300.08</b>
<b>Total Checks Written</b>	<b>\$530,300.08</b>

**Potter County Human Services Fiscal Summary (04/02/2026)**

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$43,680.57
PAYROLL TAX TRANSFERS (EFTPS)	\$12,290.01
STATE TAX WITHHOLDINGS (ETIDES)	\$1,806.86
PAUC	\$42.12
Local W/H	\$588.59
Coudersport LST	\$78.00
ACCOUNTS PAYABLE CHECKS – 04/16/2026 Ck# 82038-82086	\$124,293.18
<b>Total Checks Written</b>	<b>\$182,779.33</b>

**NEXT MEETING:** April 30, 2026

**ADJOURNMENT**

Prepared by Paige Barroqueiro