

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

July 9, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – June 25, 2026

GUESTS

NEW BUSINESS

2024 and 2025 Potter County Audit Extension

2027 Potter County Holiday Schedule

2027 Potter County Commissioners meeting schedule

2027 Potter County Salary Board meeting schedule

2027 Potter County Retirement Board meeting schedule

2027 Potter County Election Board meeting schedule

Amendment – Previously approved cost of Fence and Sign materials for the Market Village project in the amount of \$1,409.60 from Home Depot to \$1,626.50 from Close’s Lumber as Home Depot increase their price

Bid Approval – Curbo Concrete Solutions llc for Concrete block materials for the market village project at a total amount of \$4,721.20

CONTRACTS AND AGREEMENTS

Service Agreement – Village to Village Press llc for consulting services related to the Potter County Gravel Cycling Routes at a total cost of \$35,000 paid for by the North Central Greenways grant funding and to be completed by November of 2027

Addendum – Ophelia Medical Group to amend the “effective date” of the service agreement from May 14, 2026 to January 18, 2026

Contract Quote – Databranch for Potter County Human Services Server Migration at a one-time cost of \$4,050.00

Service Agreement – CenClear for mental health services in the Potter County Jail for a term of July 9, 2026 through July 8, 2027 at a rate of \$3,965.83 per month

<u>PCHS CONTRACTS AND AGREEMENTS</u>	<u>25/26</u>	<u>26/27</u>
■ Children and Youth Services		
Alcohol and Drug Abuse Services, Inc. (January 1, 2026, to June 30, 2027)		
Description	Prior Cost	Current Cost
Family Group Decision Making and Evidence Based Program	N/A	\$1,250.00/month plus Operational Expenses
Alcohol and Drug Abuse Services, Inc. (July 1, 2026, to June 30, 2027)		
Description	Prior Cost	Current Cost
Strengthening Families Program and Triple-P(4) both evidence based programs		
Strengthening Families Program	\$35.071.04/successful series of Classes	No Change

Triple-P(4)	\$69,224.00/ year maximum	No Change
<u>Jaymie Lindsley, Independent Living (July 1, 2026, to June 30, 2027)</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Dependent/Delinquent- Transitional Living Program	N/A	\$35,000/year
<u>Leon Kaple, Independent Living/PCHI (July 1, 2026, to June 30, 2027)</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Dependent/Delinquent-PCHI	25.00/hour	No Change
■ Early Intervention (07/01/2026 - 06/30/2027)		
<u>Beth Freer 25/26 contract addendum</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Provides Special Instruction for children in the EI program	\$30.58/unit	\$32.72/unit
<u>Care for Children</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Evaluation Occupation Therapy	\$37.13/unit	No Change
Occupational Therapy	\$37.13/unit	No Change
IFSP Teaming Occupational Therapy	\$37.13/unit	No Change
Evaluation Speech Pathology	\$268.81/unit	No Change
Speech Pathology	\$37.13/unit	No Change
IFSP Teaming for Speech Pathology	\$37.13/unit	No Change
Evaluation Special Instruction	\$32.72/unit	No Change
Special Instruction	\$32.72/unit	No Change
IFSP Teaming Special Instruction	\$32.72/unit	No Change
Physical Therapy	\$37.13/unit	No Change
Evaluation Physical Therapy	\$37.13/unit	No Change
IFSP Teaming Physical Therapy	\$37.13/unit	No Change
<u>Service Access & Management, Inc 25/26 contract addendum</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Provides Service Coordination for the EI program	\$18.70/Unit	\$22.60/Unit
■ Intellectual Disability (07/01/2026 - 06/30/2027)		
<u>The Alliance for Nonprofit Resources, Inc</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Provides Service Coordination for the ID program	\$85.00/hour	\$100.00/hour
<u>One Well LLC</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Companion Services (Level 2) W1726	\$8.33/unit	No Change
In-Home Community Support (Level 2) W7060	\$11.10/unit	No Change
Supported Employment-Job Support W9794	\$19.34/unit	No Change
Small Group Employment (Level 3) W7245	\$14.20/unit	No Change
Transportation /Mile W7271	N/A	\$0.73/mile
<u>The Arc of Crawford County</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Administrative Fee	\$336.61/Month	No Change
Base Services Not Otherwise Specified	\$40-\$100/unit	No Change
In-Home Community Supports W7060	\$8.15/unit	No Change
In-Home Community Supports W7060-U4	\$7.33/unit	No Change
Companion Services W1726	\$6.56/unit	No Change
Companion Services W1726-U4	\$5.72/unit	No Change
<u>Dickinson Center, Inc.</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Community Participation Support (Comm.) W9351	\$7.54/unit	No Change
Community Participation Support (Facility) W7226	\$5.65/unit	No Change
Community Participation Support (Comm. 1-1) W5996	\$13.83/unit	No Change
Community Participation Support (Facility 1.1) W7244	\$13.39/unit	No Change
Companion Services (Level 2) W1726	\$8.33/unit	No Change
Clinical Interview (Amanda Straub)	\$450.00	No Change
■ Mental Health (07/01/2026 - 06/30/2027)		
<u>Crossroads Counseling, Inc.</u>		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Mental Health Psychiatric Outpatient Services	up to \$20,000.00	No Change

PERSONNEL

Amendment of Separation of Employment – Cristal Cary, Veterans Affairs Officer, effective June 26, 2026

Separation of Employment – David Smoker, Potter County Human Services Van Driver, effective July 9, 2026

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

BILLS

Potter County Fiscal Summary (06/26/2026)

<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				\$121,337.14
10	Payroll - Direct Deposit	342			\$158,744.90
10	General Fund - Accounts Payable	151270-151271, 151273-151285, 151287-151294, 151296-151299, 151301-151319, 151321, 151323-151326, 151328-151334, 151336, 151338, 151340-151345, 151348-151360	151034, 151020	\$385.10	\$133,675.51
11	LEPC - Local Emergency Planning	3279-3281			\$2,974.97
15	North Fork Dam	151347, 151337			\$2,538.34
16	911 Fund	3279-3281			\$4,916.47
17	Saulter Preserve	151347			\$44.27
20	Supervision Fees (County) (CO)	151275			\$94.00
24	Improvement Fund	151286, 151322			\$33,723.52
32	Specialty Courts	151335			\$233.10
34	V.O.J.O.	151295, 151327			\$336.00
35	Victim Services/RASA	151295			\$1,294.35
38	Divorce Fund	151339, 151272			\$351.10
55	Phare Grant	151319			\$18,750.00
61	Employee Wellness Initiative	151272			\$168.78
66	911 Statewide Interconnectivity Grant	151300			\$310.50
72	Bond-capital projects	151346			\$184.08

Potter County Fiscal Summary (06/30/2026)

<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				\$7,792.19
10	General Fund - Accounts Payable	343			\$7,998.20

Potter County Fiscal Summary (07/01/2026)

<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	151363-151372			\$130,717.61
10	General Fund - A/P Manual Checks	345			\$35.00

11	LEPC - Local Emergency Planning	3282			\$579.03
16	911 Fund	4248			\$208.76

Potter County Fiscal Summary (07/07/2026)

<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				
10	General Fund - Accounts Payable	347	346	\$1,589.75	\$1,304.75

Potter County Tax Claim Bureau Fiscal Summary (07/09/2026)

ACCOUNTS PAYABLE CHECKS – Check #18533-18569	\$225,720.39
Total Checks Written	\$225,720.39

Potter County Human Services Fiscal Summary (07/09/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$44,333.47
PAYROLL TAX TRANSFERS (EFTPS)	\$12,410.29
STATE TAX WITHHOLDINGS (ETIDES)	\$1,829.31
PAUC	\$42.61
Local W/H	\$595.94
Coudersport LST	\$82.00
ACCOUNTS PAYABLE CHECKS – 07/01/2026 #82358-82366	\$24,345.33
ACCOUNTS PAYABLE CHECKS – 07/07/2026 #82367-82436	\$153,809.90
Total Checks Written	\$237,448.85

NEXT MEETING: July 23, 2026

ADJOURNMENT

Prepared by Paige Barroqueiro