

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

February 8, 2024

(Meetings recorded and destroyed after mtg. mins. approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT ON AGENDA ITEMS

MINUTES – January 25, 2024

GUEST(S)

Katie Lenze from Northcentral Pa. Regional Planning and Development Commission.

NEW BUSINESS

Opening of bid for former Shinglehouse Senior Center.

Appointment of Donna Foust to Potter County Human Services Advisory Board for a term of 02/01/2024 to 02/01/2026.

Request to hold the 2024 Pennsylvania Wilds Big Idea Contest Outreach Event in Potter County. (Any cost to the county will be reimbursed by the Ben Franklin Technology Partnership)

CONTRACTS AND AGREEMENTS

Agreement – Marco for maintenance on the copier in the Judge’s Chambers at a monthly rate of \$34.75. Term of 36 months.

Contract – Rental of the American Legion Post 192 for the 2024 Pennsylvania Wilds Big Idea Outreach at a cost of \$380. (to be reimbursed by the Ben Franklin Technology Partnership)

Duly Enrollment Membership - For Potter County Emergency Management Program for 2024

TRAINING REQUESTS

Nicole Larsen – Register & Recorder to attend the Register of Wills/Clerk of Orphan’s Court Assn. Meeting, April 17-18, 2024, in State College, Pa. Request registration, lodging, mileage, meals, parking and tolls.

PERSONNEL

Resignation – Regan Fuller from Potter County Human Services has resigned her position as County Case Worker 2 effective 02/09/2024.

Hiring – Hiring of Larae Franklin as a part-time Van Driver, effective February 13, 2024.

Hiring – James O’Shea as the Operations & Training Officer with Pa. Dept. of Emergency Services.

Promotion – Potter County Jail Board is requesting the promotion of Rick Hurler from Corrections Officer to fill Deputy Warden vacancy, effective March 1, 2024.

LIQUID FUELS TAX REQUESTS

None received.

COMMISSIONERS’ REPORTS

BILLS

Potter County Fiscal Summary – 01/26/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund – Accounts Payable	144019-144108			\$157,680.97
10	General Fund – A/P Manual Checks	150			\$153,874.84
11	LEPC – Local Emergency Planning	3075			\$39.32
15	North Fork Dam	144089			\$30.00
16	911 Fund	3672-3674			\$1,743.33
17	Saulter Preserve	144089			\$32.29
28	Domestic Relations IV-D	1057			\$3,476.00
34	V.O.J.O	144038; 144054			\$188.56
35	Victim Services/RASA	144054; 144038			\$1,131.34
38	Divorce Fund	144021; 144054			\$25.89
64	Gas Well Impact-Capital Reserve	144069			\$13,321.51

Potter County Fiscal Summary – Special Run - 01/23/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
64	Gas Well Impact-Capital Reserve	144017-144018			\$310,000.00

Potter County Fiscal Summary – Special Run - 01/24/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
64	Gas Well Impact-Capital Reserve	144109			\$297,089.96

Potter County Fiscal Summary – Special Run - 01/30/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
16	911 Fund	3675			\$64,254.39

Potter County Fiscal Summary – First of the Month 02/01/2024

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund – Accounts Payable	144110-144122			\$25,996.67
10	General Fund – A/P Manual Checks	153			\$35.00
11	LEPC – Local Emergency Planning	3076			\$579.03
16	911 Fund	3676-3677			\$233.38
34	V.O.J.O	144111			\$7.95
35	Victim Services/RASA	144111			\$47.70

Potter County Human Services Fiscal Summary (2/08/2024)

PAYROLL AUTOMATIC DEPOSITS	\$43,136.32
PAYROLL TAX TRANSFERS (EFTPS)	\$12,551.57
STATE TAX WITHHOLDINGS (ETIDES)	\$1,861.76
PAUC	\$42.61
Local W/H	\$606.46
Paytime P/R	\$714.01
3 rd PSP EFTPS (from 12/29/203)	415.31
ACCOUNTS PAYABLE CHECKS – Check #77475	\$7,870.23
ACCOUNTS PAYABLE CHECKS – Check #77476-77569	\$346,319.45
Total Checks Written	\$413,517.72

Potter County Tax Claim Bureau Fiscal Summary (02/08/2024)

ACCOUNTS PAYABLE CHECKS – Check #17479-17509	\$114,272.21
Total Checks Written	\$114,272.21

PUBLIC COMMENT:

NEXT MEETING: Thursday, February 22, 2024 @ 11 a.m.

ADJOURNMENT

Prepared by Danielle Gietler