

~Agenda ~

POTTER COUNTY COMMISSIONERS MEETING

May 30, 2024

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – May 16, 2024

NEW BUSINESS

Resolution 3 of 2024 – HOME Program Applicant

Potter County Housing Rehabilitation Program Guidelines

Citizen Participation Plan for the HOME Program

Modification on Proposed use of Potter County's FFY 2023 CDBG Funds

Sale of Repository Properties – Parcel# 062-004-008

CONTRACTS AND AGREEMENTS

Agreement for Tele mental Health Services between CenClear and the Potter County Jail at a monthly rate of \$3,893.51; effective May 30, 2024 – May 29, 2025.

TRAINING REQUESTS

Rene Kicklighter, Veteran Affairs Officer, Pa. State Assn. of County Directors of Veterans Affairs; June 17-21, 2024, Scranton, Pa. Requests registration, hotel, mileage, meals, & parking.

Jackie McCaslin, Probation officer, CRN Evaluator I Workshop; June 3-4, 2024, Altoona, Pa. Requests hotel, mileage & meals.

Charlie Brown & Britney Hauber, Voter Registration/Elections – Pennsylvania Election Personnel Association Annual Meeting; August 12-15, 2024, State College, Pa. Requests hotel, mileage & meals.

Glenn Dunn, Emergency Services, Grant Workshop; August 6-7, 2024, Harrisburg, Pa. Requests hotels, mileage & meals.

PERSONNEL

New Hire: Michael Pepper is requesting to hire Rene Kicklighter to fill full-time Veterans Services Officer vacancy in the Veterans Affairs Office; effective May 28, 2024.

New Hire: Joe Kurtz is requesting to hire Veronica Knight to fill full-time Housekeeping/Janitor vacancy in the Maintenance Department; effective May 23, 2024.

CHIEF CLERK REPORT None

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary – 05/17/2024

<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	Payroll Checks	2010			\$148.20
10	Payroll – Direct Deposit	140412-100504			\$97,957.16
10	General Fund - Accounts Payable	144982-145089	144834	\$140	\$259,668.05
10	General Fund – A/P Manual Checks	171			\$136,634.88
11	LEPC	3099-3101	3096;3097;3098	\$534.49	\$534.49
14	Liquid Fuels	1801	1800	\$810.92	\$810.92
16	911 Funds	3724-3728			\$76,565.03
18	Automation Fund (Civil)	145029			\$1,197.33
28	Domestic Relations IV-D	1062			\$9,174.00
34	V.O.J.O.	145017;145040			\$183.22
35	Visctim Services/RASA	145017;145040;145081			\$2,360.17
60	Hotel Excise Tax Fund	145051;145080			\$40,062.82
66	911 Statewide Interconnectivity Grant	144987;145090	144983	\$6,399.20	\$159,068.20

Potter County Human Services Fiscal Summary (05/17/2024)

PAYROLL AUTOMATIC DEPOSITS	\$42,785.44
PAYROLL TAX TRANSFERS (EFTPS)	\$12,826.01
STATE TAX WITHHOLDINGS (ETIDES)	\$1,853.78
PAUC	\$42.43
Local W/H	\$603.86
Paytime P/R Charge	\$156.86
ACCOUNTS PAYABLE CHECKS – Check #78307-78310	\$9,476.31
ACCOUNTS PAYABLE CHECKS – Check #78311-784423	\$191,221.23
Total Checks Written	\$258,965.98

NEXT MEETING: June 13, 2024

ADJOURNMENT

Prepared by Paige Barroqueiro