

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

August 21, 2025

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – August 7, 2025

GUESTS

Jamie Shrawder – Program Manager SEDA-COG

Kal Logue – Community Development on CDBG

NEW BUSINESS

Resignation – Karen Johnson from the Alcohol, Tobacco, and Other Drug Advisory Board.

Appointment – Amanda Morey to the Alcohol, Tobacco, and Other Drug Advisory Board for a second term of June 2025 – June 2028.

Community Development Block Grant Project Certification

Community Development Block Grant FFY 2025 Project Summary List

MOU – Initial Start-Up Support for the Formation of the NRAT Council of Governments

CONTRACTS AND AGREEMENTS

Community Development Block Grant professional & administrative services agreement with SEDA Council of Government

Lease Agreement - Pitney Bowes for Domestic Relations at a rate of \$62.28/month for 63 months.

Service Agreement – Between Potter County and John Rotello for Generator Maintenance for \$9,365.00, for a term of July 1, 2025, to June 30, 2026.

Contract Quote - Databranch, for DataGaurd renewal at an annual cost of \$1,830.00.

PCHS CONTRACTS AND AGREEMENTS	24/25	25/26
■ Area Agency on Aging (July 1, 2025 to June 30, 2026)		
Jennifer Ann Davis, RDN, LDN		
Registered and Licensed Dietitian (Required by the Department of Aging)		
Monitoring and inspecting home-delivered and congregate meals, etc.	\$100/hr. + expenses	No Change
Carla Muirhead		
Registered Nurse (Required by the Department of Aging)	\$50/hr. +\$400 sign on	No Change
(July 1, 2025 to December 31, 2025)		
Andrea Skaggs		
Ombudsman Services	\$30.00/hr. +expenses	\$31.00/hr. +expenses
(July 1, 2025 to December 31, 2025)		
Pittsburgh Companies North/Nutrition Group		
Home Delivered Meal (HDM), Congregate Meals (CGM), Blizzard Boxes	HDM & CGM-\$7.74	No Change
(July 1, 2025 to December 31, 2025)		
Pittsburgh Companies North/Nutrition Group		
Kitchen Lease in the Potter County Human Services Building	\$6,600.00 (\$1,100.00 per month)	No Change
(July 1, 2025 to December 31, 2025)		

■ Children and Youth (07/01/2025 - 06/30/2025)		
<u>Adelphoi Village, Inc.</u>		
Shelter/Residential Placement with Treatment Services		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Intensive Supervision MH Focus – Colony, Marker, Susan’s, and Alliance	\$450.82	\$476.80
Intensive Supervision –Sweeney	\$404.66	\$476.80
Specialized Setting Mental Health Focus		\$536.01
Complex Case		\$1,193.02
Enhanced Supervision – Manor	\$493.10	\$533.82
Sexual Offenses – Benet and Williams	\$450.82	\$664.99
Sexual Offenses MH Focus – Vincent & Loyalhanna	\$450.82	
Sexual Offenses La Sa Quik (Eastern Region)	\$437.74	\$472.65
Secure – Sexual Offenses – Middle Creek I	\$562.54	\$604.67
		\$611.19
Secure – (F) Middle Creek II / (M) Middle Creek III and Manor	\$569.22	
Specialized Independent Living – Hilltop	\$354.32	\$370.42
Specialized Independent Living –Saxman	\$354.32	\$370.42
<u>City Mission</u>		
Independent Living		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Hope House – Emergency Shelter	\$330.00	N/A
Promise House – Independent Living 3 Locations	\$230.00	\$309.00
<u>Taylor Diversion</u>		
Independent Living Program, Shelter Program		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Residential Services	\$270.00	\$476.00
Enhanced Rate		\$1,488.00
■ Drug and Alcohol (07/01/2025 - 12/31/2025)		
<u>Pyramid Healthcare-Facility Numbers; #07719, #07714, #07718, #077026, #447027, #457040, #097055, #097101,</u>		
Drug and Alcohol Treatment-Inpatient/Inpatient Withdrawal Management, Halfway House		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Facility Number #077019		
Level 3.7	\$367.00/Per day	No change
Level 3.7 Enhanced	\$360.00/Per day	No change
Level 3.7 Withdrawal Management	\$435.00/Per day	No change
Level 3.5	\$309.00/Per day	No change
Level 3.5 Enhanced	\$338.00/Per day	No change
Facility Number #077014 Halfway House-Gratitude House	\$170.00/Per day	No change
Facility Number #077018 Halfway House-Tradition House	\$165.00/Per day	No change
Facility Number #077026 Halfway House-Pine Manor	\$170.00/Per day	No change
Facility Number #457040 Hillside		
Level 3.7	\$381.37/Per day	No change
Level 3.7 Withdrawal Management	\$474.54/Per day	No change
Level 3.5	\$365.37/Per day	No change
Level 3.5 Enhanced	\$379.83/Per day	No change
Facility Number #097055 Quakertown		
Level 3.5	\$350.00/Per day	No change
Facility Number #097101 Langhorne		
Level 3.7 Withdrawal Management	\$503.00/Per day	No change
Level 3.5	\$387.00/Per day	No change
Facility Number #707235 Ridgeview		
Level 3.5	\$321.67/Per day	No change
<u>Pocono Mountain Recovery Center; Facility Number 457039</u>		
Drug and Alcohol Treatment-Inpatient/Partial Hospitalization/Intensive Outpatient		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Level 3.7 WM	\$447.00/Per day	No change
Level 3.5	\$408.00/Per day	No change
Level 3.5 Enh	\$421.00/Per day	No change
Level 2.5	\$10.45/Per 15 minutes	No change
Level 2.1	\$11.25/Per 15 minutes	No change

■ Early Intervention (07/30/2025 - 06/30/2026)		
<u>EBN LLC</u>		
Provides evaluations for children to determine Early Intervention eligibility		
Description	Prior Cost	Current Cost
Evaluation Nursing/Health Services	\$30.58 per 15 minutes	No Change
Evaluation Special Instruction	\$30.58 per 15 minutes	No Change
Evaluation Physical Therapy	\$34.70 per 15 minutes	No Change
Evaluation-Speech Therapy	\$251.22 per day	No Change
<u>SAM Inc.</u>		
Provides Service Coordination and Supervision for Early Intervention Program		
Description	Prior Cost	Current Cost
Service Coordination	\$18.70 per unit	No Change
EI County Coordination	\$3,887.00/month	No Change
EI Training	Not to exceed \$2,416.00	No Change
■ Intellectual Disabilities		
<u>Family Links Inc.</u>		
Provides Supports Coordination for an individual living in Allegheny County		
Support Coordination (July 1, 2025 to December 31, 2025)	\$27.21 per unit	No Change
<u>Sam Inc.</u>		
Assist in preparing and developing protocols related to ODP Multi-Year Growth Strategy (August 1, 2025 to August 31, 2025)	N/A	\$1,500.00
<u>Service Access & Management, Inc.</u>		
Purchase of Service Agreement (July 1, 2025 to June 30, 2026)	N/A	\$18.70 per quarter hour
■ Mental Health (07/30/2025 - 06/30/2026)		
<u>Galeton Area and Northern Potter School District</u>		
Student Assistance Program and available training		
<u>Susie Marchesani, LCSW</u>		
Trauma Therapy provided to clients referred to currently in Potter County Treatment Court (August 1, 2025 to July 31, 2026)	N/A	\$120.00/1 hour session Up to \$25,000 maximum
<u>Health Ride Plus</u>		
Independent Escort Contractor (July 1, 2025 to June 30, 2026)	N/A	\$300/ week for on-call/standby \$2.57per loaded mile

PERSONNEL

LIQUID FUELS TAX REQUESTS

COMMISSIONERS' REPORTS

BILLS

Potter County Fiscal Summary (08/08/2025)

<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	V1024718;V1024764-V1024785			\$115,151.50
10	General Fund - Accounts Payable	148551-148633	148252	\$350.00	\$820,731.56
10	General Fund - A/P Manual Checks	263			\$160,331.52
11	LEPC - Local Emergency Planning	3193-3196	3195	\$0.00	\$551.54
15	North Fork Dam	148615			\$2,500.00
16	911 Fund	4012-4018	4011	\$65.79	\$5,314.17
18	Automation Fund (Civil)	148585			\$127.50
34	V.O.J.O.	148577;148620			\$203.75
35	Victim Services/RASA	148577;148620			\$1,495.56

38	Divorce Fund	148553;148601;148620			\$41,201.19
60	Hotel Excise Tax Fund	148601;148628			\$69,124.50
66	911 Statewide Interconnectivity Grant	148580			\$314.43

Potter County Human Services Fiscal Summary (08/21/2025)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$38,444.79
PAYROLL TAX TRANSFERS (EFTPS)	\$11,090.46
STATE TAX WITHHOLDINGS (ETIDES)	\$1,602.72
PAUC	\$37.40
Local W/H	\$522.03
Paytime P/R Charge	\$145.70
ACCOUNTS PAYABLE CHECKS – 08/08/2025 Ck# 81046-81049	\$7,959.59
ACCOUNTS PAYABLE CHECKS – 08/21/2025 Ck# 81050-81090	\$116,916.15
ACCOUNTS PAYABLE CHECKS – 08/22/2025 Ck# 81091-81125	\$17,447.40
Total Checks Written	\$194,166.24

NEXT MEETING: September 4th, 2025

ADJOURNMENT

Prepared by Paige Barroqueiro