

## ~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.

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

■ **Children and Youth (07/01/2025 - 06/30/2025)**

Adelphoi Village, Inc.

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

City Mission

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

Taylor Diversion

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)**

Pyramid Healthcare-Facility Numbers; #07719, #07714, #07718, #077026, #447027, #457040, #097055, #097101,

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

Pocono Mountain Recovery Center; Facility Number 457039

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

<b>■ Early Intervention (07/30/2025 - 06/30/2026)</b>		
<u><i>EBN LLC</i></u>		
Provides evaluations for children to determine Early Intervention eligibility		
<b>Description</b>	<b>Prior Cost</b>	<b>Current Cost</b>
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><i>SAM Inc.</i></u>		
Provides Service Coordination and Supervision for Early Intervention Program		
<b>Description</b>	<b>Prior Cost</b>	<b>Current Cost</b>
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
<b>■ Intellectual Disabilities</b>		
<u><i>Family Links Inc.</i></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><i>Sam Inc.</i></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><i>Service Access &amp; Management, Inc.</i></u>		
Purchase of Service Agreement (July 1, 2025 to June 30, 2026)	N/A	\$18.70 per quarter hour
<b>■ Mental Health (07/30/2025 - 06/30/2026)</b>		
<u><i>Galeton Area and Northern Potter School District</i></u>		
Student Assistance Program and available training		
<u><i>Susie Marchesani, LCSW</i></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><i>Health Ride Plus</i></u>		
Independent Escort Contractor (July 1, 2025 to June 30, 2026)	N/A	\$300/ week for on-call/standby \$2.57 per 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			<b>\$115,151.50</b>
10	General Fund - Accounts Payable	148551-148633	148252	\$350.00	<b>\$820,731.56</b>
10	General Fund - A/P Manual Checks	263			<b>\$160,331.52</b>
11	LEPC - Local Emergency Planning	3193-3196	3195	\$0.00	<b>\$551.54</b>
15	North Fork Dam	148615			<b>\$2,500.00</b>
16	911 Fund	4012-4018	4011	\$65.79	<b>\$5,314.17</b>
18	Automation Fund (Civil)	148585			<b>\$127.50</b>
34	V.O.J.O.	148577;148620			<b>\$203.75</b>
35	Victim Services/RASA	148577;148620			<b>\$1,495.56</b>

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
<b>Total Checks Written</b>	<b>\$194,166.24</b>

**NEXT MEETING:** September 4th, 2025

**ADJOURNMENT**

Prepared by Paige Barroqueiro