

~Agenda~

POTTER COUNTY COMMISSIONERS MEETING

June 26, 2025

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

MINUTES – June 12, 2025

GUESTS

NEW BUSINESS

CONTRACTS AND AGREEMENTS

Agreement: Christopher L. Young for the lease of the Magisterial District Court building in Shinglehouse at a monthly rent of \$1050.00, effective August 1, 2025 to July 31, 2026.

Agreement – Linstar for software maintenance of the door-locking system at the Gunzburger Building, yearly cost of \$850.00. Term of July 1, 2025 to June 30, 2026.

MOU – Tyler Technologies acquisition of DataSpec, Inc. and replacing our VetraSpec User Agreement with the Tyler End User Agreement Turnkey Solutions. Term of September 15, 2025, to September 14, 2026, at and annual fee of \$951.88.

Amendment – Real Estate Lease Agreement with Michael Saulter and Terry Saulter to split all payments 50/50 on separate checks retroactive to any unpaid lease payments.

PCHS CONTRACTS AND AGREEMENTS	23/24	24/25
■ Children and Youth (07/01/2025 - 06/30/2026)		
<u>Cornell Abraxas Group Inc. - 4 Facilities: Marienville- Abraxas I, Morgantown- Abraxas Academy, and South Mountain- LDP & Abraxas Youth Center</u>		
Residential Placement / Treatment Programs / Male and Female, Dependent Delinquent Youth		
Program	Prior Cost-Per Diem	Current Cost-Per Diem
Abraxas 1 (marienville)-Seneca Dorm and Evergreen Dorm	\$370.76	\$436.51
Intensive Open Residual Program Dakota Dorm	\$400.80	\$575.00
Female D&A Treatment Mohican Dorm	\$384.65	\$459.45
Leadership Development Center	South Mountain	
Abraxas Specialized Treatment Program	\$418.15	\$472.00
Shelter	\$415.63	\$462.62
Abraxas Youth Center	South Mountain	
Secure Residential Treatment	\$403.26	\$444.25
Detention	No Longer Listed	No Longer Listed
Abraxas Academy	Morgantown	
Secure Residential Treatment	\$543.56	\$690.20
<u>George Junior Republic</u>		
Dependant/Delinquent - Residential Placement Program & Transitional Living		
Program	Prior Cost - Rate	Current Cost - Rate
Regular Residential	\$313.62	\$329.30
Special Needs	\$392.56	\$412.19
Drug & Alcohol	\$323.82	\$340.00
Diagnostic	\$336.62	\$353.45
Intensive Supervision Unit	\$501.74	\$526.83

GJR Secure	\$730.99	No Change
Special Needs M.A.	\$190.14	\$199.65
Drug & Alcohol M.A.	No Change	\$82.94
<u>Hoffman Homes</u>		
Residential Treatment Program, Shelter, and Transitional Living Program		
Description	Prior Cost - Rate	Current Cost - Rate
PRTF (Psychiatric Residential Treatment Program) Non-MA	\$435.00	\$506.21
PRTF (Psychiatric Residential Treatment Program	\$435.00	\$506.21
Shelter (BA)	\$425.00	\$499.26
Transitional Living Program (JU)	\$888.99	No Change
Transitional Living Program (HO)	\$888.99	No Change
County CYS Clothing & Personal Incidentals	\$5.00	No Change
<u>Keystone Adolescent Center</u>		
Dependant/Delinquent - Emergency Shelter, Residential Placement Program & Transitional Living Program, Foster Care		
Description	Prior Cost-Per Diem	Current Cost-Per Diem
Keystone Adolescent Center	\$296.00	\$304.00
Intensive Residential Male	\$388.00	\$406.00
Shelter	\$237.00	\$304.00
Keystone Female Services	\$277.00	\$304.00
Intensive Residential Female	\$390.00	\$406.00
Shelter	\$218.00	\$304.00
Transitional Living - Male Apartments 1-5	\$203.18	\$209.00
Transitional Living - Females	\$190.00	N/A
Foster Care Program - Previous Year Limited Care		
Children Birth to 11 years of age	\$78.00 (No Change)	N/A
Youth Ages 12 and Older	\$83.00 (No Change)	N/A
Mother & Baby Care (any age)	\$118.00 (No Change)	N/A
Supported Placement Level I & II	\$91.00 (No Change)	N/A
Supported Placement Level III & IV	\$106.00 (No Change)	N/A
Medically Dependent	\$91.00 (No Change)	N/A
<u>Mikele Bay, CAC of McKean County</u>		
Child Advocacy Center for forensic child abuse investigations		
Forensic Interview	\$300.00 / Child	No Change
<u>Pathways Adolescent Center</u>		
Dependant/Delinquent - Emergency Shelter, Residential Placement Program & Transitional Living Program		
Description	Prior Cost	Current Cost
Pathways Adol Ctr (2 facilities)	\$253.70	\$315.00
Pathways Enhanced	\$406.69	\$406.69
New Beginnings for Girls	\$250.22	\$330.00
New Beginnings for Girls Enhanced	\$438.33	N/A
Transitional Living #2 and #	\$289.03	\$305.00
NB Transitional Living	\$267.64	\$394.00
Shelter	\$615.00	\$615.00
Shelter Enhanced Beds	\$612.54	\$615.00
Diagnostics 45-90 day period	\$3,000.00	\$3,000.00
Psychological Evaluation	\$250.00	\$250.00
Complex Cases		\$1,495.00
<u>Pentz Run Youth Services, Inc.</u>		
Delinquent/Dependent Placement Group Home, Emergency Shelter Care, and Transitional Living Program		
Description	Prior Cost	Current Cost
Group/Shelter	\$269.49/diem	\$288.94/diem
Transitional Living	\$172.5/diem	\$186.79/diem
Out-of-Area Transportation	\$0.655/mile	\$0.70/mile
Fee For Service – per event	\$134.75	\$134.75
After Care/Mobile Case Management Program		
At Pentz Run Youth Services	\$80.00/hour	\$80.00/hour
In Home	\$90.00/hour	\$90.00/hour
<u>Perseus House</u>		
Dependent/Delinquent – Emergency Shelter, Residential Placement Program, and Transitional Living Program		
Description	Prior Cost	Current Cost
Shelter Services/Males & Females	\$307.60	\$326.06
Intensive Treatment Unit Females	\$359.06	\$365.08
Rates approved by Medical Assistance		
Perseus House Enhanced Male RTF (CCBH – Erie County)	\$787.11	
Perseus House Male RTF (CCBH – Erie County)	\$537.11	
Andromeda House Female RTF (CCBH – Erie County)	\$537.47	
Brighter Horizons Female RTF (CCBH – Erie County)	\$591.22	
Perseus House Enhanced Female RTF– (CCBH–Erie County)	N/A	
■ Drug and Alcohol		
<u>Alcohol and Drug Abuse Services, Inc., Facility Numbers 427038, 537034, 427033, 427024, and 127037</u>		
Drug & Alcohol Treatment – Inpatient, Intensive Outpatient, Outpatient, Screening & Assessment, and Case Coordination		

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
#427038 Non-hospital Inpatient	\$269.54/day	No Change
#427033 Intensive Outpatient	\$135.00/day	No Change
#537034, #427033, #427024, #127037 Outpatient	\$95.00/hour	No Change
#427033 Screening & Assessment	\$80.00/screening	No Change
Case Coordination	\$20.00/15 minutes	
#427033 Intervention		No Change
First Offenders Group	\$100.00/group	
Jail Group	\$120.00/group	
Youthful Offenders Group	\$75.00/group	
(07/01/2025 - 12/31/2025)		
<u>Alcohol and Drug Abuse Services, Inc.</u>		
Recovery Support Services		
Cost Reimbursement contract☐	\$40.00	No Change
(07/01/2025 - 06/30/2026)		
<u>Alcohol and Drug Abuse Services, Inc.</u>		
Drug and Alcohol Case Management Services		
Cost Reimbursement contract☐	N/A	\$65,000.00
(07/01/2025 - 06/30/2026)		
<u>Avenues of Recovery at Valley Forge; Facility #467152.</u>		
Adult Drug and Alcohol Inpatient; Levels 3.5, 3.7, 3.7 WM, 4.0 WM, and 4.0		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Inpatient 3.5	\$429.00/day	No Change
Inpatient 3.7	\$495.00/day	No Change
Inpatient 3.7 Withdraw Management	\$500.00/day	No Change
Inpatient 4.0 Withdraw Management	\$789.00/day	No Change
Inpatient 4.0	\$789.00/day	No Change
(07/01/2025 - 12/31/2025)		
<u>Crossroads Counseling; Facility # 597027</u>		
Drug and Alcohol Treatment – Outpatient Treatment, Group, Intensive Outpatient Treatment, Medication Assisted Treatment		
<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
#597027 Outpatient Treatment	\$95.00/hour	No Change
Group	\$66.00/hour	No Change
Intensive Outpatient	\$89.00/session	No Change
Intensive Outpatient Group	\$11.00/15 minutes	No Change
Transitional Living #2 and #	\$250.00/visit	No Change
MAT Medical Evaluation	\$286.00/visit	No Change
Bup. Induction	\$106.50/visit	No Change
Bup. Maintenance	\$286.00/visit	No Change
Vivitrol Induction	\$106.50/visit	No Change
Vivitrol Maintenance	\$50.00/visit	No Change
MAT Nurse Visit		
(07/01/2025 - 12/31/2025)		
<u>Kassandra Shumac</u>		
Cleaning ADAS Coudersport Satellite Office	\$175.00/month	\$200.00/month
(07/01/2025 - 06/30/2027)		
■ Mental Health		
<u>Cabin Investments, LLC – (Luke Watson, owner)</u>		
Transitional Living – 411 Dwight St., Coudersport, PA	\$1,400/month	\$1,600/month
Contract Period: July 1, 2023 - June 30, 2024		
(07/01/2025 - 06/30/2026)		

PERSONNEL

Hire: District Judge Kalacinski has hired Danielle Boccardo to fill the part-time Secretary position; effective July 7, 2025.

Resignation: Danielle Gietler, Executive Secretary, is resigning her position effective June 20, 2025

Hire: Danielle Gietler to fill the full-time Human Resource Manager position; effective June 23, 2025.

Resignation: Joanne Good, Potter County Domestic Relations Case Worker, is resigning her position effective July 4, 2025

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

BILLS

Potter County Tax Claim Bureau Fiscal Summary (06/26/2025)

ACCOUNTS PAYABLE CHECKS – Check #18074-17114	\$199,461.75
Total Checks Written	\$199,461.75

Potter County Human Services Fiscal Summary (06/12/2025)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$40,670.38
PAYROLL TAX TRANSFERS (EFTPS)	\$11,928.18
STATE TAX WITHHOLDINGS (ETIDES)	\$1,728.04
PAUC	\$40.34
Local W/H	\$562.86
Paytime P/R Charge	\$149.44
ACCOUNTS PAYABLE CHECKS – 06/13/2025 Ck#80710-80712	\$7,594.89
ACCOUNTS PAYABLE CHECKS – 06/16/2025 Ck#80713-80715	\$1,208.02
ACCOUNTS PAYABLE CHECKS – 06/13/2025 Ck#80716-80812	\$177,773.08
Total Checks Written	\$241,655.23

NEXT MEETING: July 10th, 2025

ADJOURNMENT

Prepared by Paige Barroqueiro