

~Minutes~

POTTER COUNTY COMMISSIONERS MEETING

July 23, 2026

(Meetings recorded and destroyed after meeting minutes approval)

CALL TO ORDER Commissioner Nancy Grupp called the meeting to order at 11:28 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Commissioner Nancy Grupp, Commissioner Paul Heimel, Commissioner Robert Rossman, Chief Clerk Jessica Giebel and Executive Secretary Paige Barroqueiro; all present.

PUBLIC COMMENT

MINUTES – July 9, 2026 ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

GUESTS

NEW BUSINESS

Bid opening for the elevator entrance concrete project: Miller and Richard Masonry, Inc., \$22,587.50. ~ **Action** ~ Comm. Grupp moved to accept the bid from Miller and Richard Masonry, Inc. Comm. Heimel seconded. Grupp yes; Heimel yes; Rossman yes.

Bid opening for the Jail sally port project: Signet Construction, \$58,000. ~ **Action** ~ Comm. Rossman moved to approve. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.

Fiscal Year 2026 Community Development Block Grant Project Selection. Community Development Coordinator Kal Logue provided the Commissioners with SEDA-COG’s recommendation that the allocation of \$220,583 be made to the Roulette Township Wastewater project. Of the amount, \$39,700 will be designated for administrative and compliance expenses, with \$6,200 going to the county and the remainder retained by SEDA-COG. ~ **Action** ~ Comm. Rossman moved to select the Roulette Township Wastewater project. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.

2027 Potter County Commissioners meeting schedule ~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

CONTRACTS AND AGREEMENTS

PCHS CONTRACTS AND AGREEMENTS

25/26

26/27

■ **Mental Health (07/01/2026 - 06/30/2027)**

Austin, Galeton, and Northern Potter School Districts

Description

Prior Cost

Current Cost

Student Assistance Program and available training

\$375/person, up to 5

N/A

Northern Tier Children’s Home Residential Services

Homeless Assistance for Individuals with MH diagnosis Transitional living for men and women, and CHIPP II

Description

Prior Cost

Current Cost

Homeless

\$50.00/Day

No Change

Meals if needed

\$5.00/meal

No Change

Transitional

\$90.00/day

No Change

Per Child

\$10.00/day per child

No Change

Center for Community Resources (CCR)

24/7 telephone and mobile crisis in Potter County

Description

Prior Cost

Current Cost

Telephone

\$10.20/unit (15-minute unit)

No Change

Mobile

\$20.40/unit (15-minute unit)

No Change

Contract contingent on and subject to availability of Federal, State and Local funds up to \$60,000.00

Center for Community Resources (CCR)

Mental Health Crisis/Emergency Services in Potter County-Daytime Delegate

Description

Prior Cost

Current Cost

Mental Health Crisis/Emergency Services in Potter County-

\$21.45/unit

No Change

Daytime Delegate

(Maximum: \$13,462.00)

Beacon Light Behavioral Health Systems

Mobile medication management and Peer Support

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Mobile Medication Management	\$33.66/15 minutes \$30,000.00 Maximum	\$34.33/15 minutes \$30,000.00 maximum
Peer Support	\$22.49/15 minutes	\$22.94/15 minutes

Children's Center for Treatment and Education dba Beacon Light Behavioral Health System

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Multisystemic Therapy (MST)	\$65.04/15 minutes \$20,000.00 Max	\$66.34/15 minutes \$20,000.00 Max

■ **Drug and Alcohol (07/01/2026 - 06/30/2027)**

Sage Consulting

Treatment Consulting/Assessment

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Evaluation Services/New Treatment Needs and Assessment planning and execution	N/A	\$13,400/year

Sage Consulting

Treatment Consulting/Assessment

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Evaluation Services/Prevention Services/New Prevention Needs Assessment planning and execution	\$17,000.00/year	\$13,400.00/year

Alcohol and Drug Services, Inc.; Facility Numbers: 427038, 537034, 427033, 427024, 127037

Drug and Alcohol Treatment-Inpatient, Intensive Outpatient, Outpatient, Screening and 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	\$37.13/unit	No Change
#427033		
Screening and Assessment	\$80.00/Screening	No Change
Case Coordination	\$20.00/15 Minutes	No Change
#427033 Intervention		
First Offenders Group	\$100.00/group	No Change
Jail Group	\$120.00/group	No Change
Youthful Offenders Group	\$75.00/group	No Change

Alcohol and Drug Services, Inc.

Drug and Alcohol Case Management Services

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Cost Reimbursement contract for Case Management	\$65,000.00	No Change

Alcohol and Drug Services, Inc., Recovery Support Services

Drug and Alcohol Recovery Support Services

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Cost Reimbursement contract for Recovery Support	\$40,000.00	\$48,000.00

Harbor Counseling

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Intensive Outpatient	\$140.00/Day	No Change
Outpatient Individual	\$100.00/Hour	No Change
Outpatient Group	\$45.00/Hour	No Change
Intervention	\$110.00/Hour	No Change

Esper Center; Facility number 257058

Drug and Alcohol Treatment-Methadone Treatment

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Daily Dose of Methadone/Counseling	\$92.00/week	No Change
Annual Physical	\$100.00/year	No Change
Annual Blood Work	\$50.00/year	No Change

Avenues of Recovery at Valley Forge; Facility number 467152

Adult Drug and Alcohol Inpatient; Levels 3.5, 3.7, 3.7 Withdrawal Management (WM) 4.0 WM, and 4.0

<u>Description</u>	<u>Prior Cost</u>	<u>Current Cost</u>
Inpatient 3.5	\$471.00/Day	No Change
Inpatient 3.7	\$544.00/Day	No Change
Inpatient 3.7 WM	\$550.00/Day	No Change
Inpatient 4.0 WM	\$789.00/Day	No Change
Inpatient 4.0	\$789.00/Day	No Change

~ **Action** ~ Comm. Rossman moved to approve. Comm. Heimel seconded. Rossman yes; Heimel yes; Grupp yes.

PERSONNEL

Hire – Potter County Human Services Administrator Thomas Patterson is requesting the hiring of Larry Royer as a part-time Van Driver, effective July 27, 2026

~ **Action** ~ Comm. Grupp moved to approve. Comm. Rossman seconded. Grupp yes; Rossman yes; Heimel yes.

LIQUID FUELS TAX REQUESTS

COMMISSIONERS’ REPORTS

Commissioner Grupp turned the floor over to Potter County Human Services Administrator Thomas Patterson, who provided an update on the Potter County Area Agency on Aging. Patterson reported that, on July 16, 2026, he and the Commissioners submitted a letter to the Pennsylvania Secretary of Aging requesting the decertification of the Potter County Area Agency on Aging and authorization to contract with the Office of Human Services (OHS) for the continued provision of aging services. The request was subsequently approved by the Secretary of Aging and the Governor.

Patterson explained that the Pennsylvania Department of Aging had contacted the County regarding concerns within the department. Following discussions among the parties, it was determined that the transition would be in the best interest of Potter County’s aging population. Kim Briggs of OHS will lead the transition, with a focus on protecting the well-being of older residents, maintaining all current services, and exploring opportunities to expand services. The approved transition began on July 22, 2026, and is expected to take place over a 180-day period. Patterson emphasized that residents will not experience any disruption in services and that current employees will be given the opportunity to interview for positions. Anyone who suspects elder abuse should contact the statewide Protective Services hotline at 800-490-8505.

Commissioner Heimel reported on his attendance at the National Association of Counties Annual Conference. He highlighted discussions concerning the bipartisan 21st Century ROAD to Housing Act, which recently became law. Heimel stated that the proposed legislation appears promising and could provide significant benefits to communities by helping address housing needs.

Commissioner Rossman reported that, amid recent discussions concerning data centers, he accepted an invitation to tour a data center in Berwick, as well as a nuclear power facility. Rossman stated that the tours will provide a valuable opportunity to learn more about the facilities and their operations firsthand.

BILLS

Potter County Fiscal Summary (07/10/2026)

<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				\$114,751.61
10	General Fund - Accounts Payable	151373-151403, 151405-151416, 151418-151427, 151429-151438, 151440-151461, 151463-151464, 151466-151476, 151478-151486			\$267,405.00
10	General Fund - A/P Manual Checks	348			\$157,959.08
11	LEPC - Local Emergency Planning	3283-3285			\$1,332.83
14	Liquid Fuels	1848			\$5,153.56
16	911 Fund	4249-4254			\$34,953.45
18	Automation Fund (Civil)	151417			\$1,125.84
27	Substance Abuse (Act 198)	151428, 151439			\$4,284.01
34	V.O.J.O.	151404			\$180.00
35	Victim Services/RASA	151404			\$1,323.35
38	Divorce Fund	151462			\$422.61
52	Operational Reserve Fund	151465			\$14,280.00
73	Bond-reassessment propect	151477			\$6,818.18

Potter County Fiscal Summary (07/17/2026)

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund - Accounts Payable	151487			\$30,000.00

Potter County Tax Claim Bureau Fiscal Summary (07/23/2026)

ACCOUNTS PAYABLE CHECKS – Check #18570-18615	\$300,373.43
Total Checks Written	\$300,373.43

Potter County Tax Claim Bureau Fiscal Summary (07/23/2026)

ACCOUNTS PAYABLE CHECKS – Check #18616-18620	\$37,162.43
Total Checks Written	\$37,162.43

Potter County Human Services Fiscal Summary (07/23/2026)

PAYROLL CHECK #1	\$0
PAYROLL AUTOMATIC DEPOSITS	\$42,183.65
PAYROLL TAX TRANSFERS (EFTPS)	\$11,877.22
STATE TAX WITHHOLDINGS (ETIDES)	\$1,745.16
PAUC	\$40.66
Local W/H	\$568.60
Coudersport LST	\$80.00
Paycor PR invoice (6/7/26)	\$451.00
ACCOUNTS PAYABLE CHECKS – 07/23/2026 #82437 - 82494	\$169,560.38
Total Checks Written	\$226,506.67

NEXT MEETING: August 6, 2026

ADJOURNMENT



Potter County Executive Secretary



Approval Date