

**Elk County Prison Board
January 22, 2026**

The Elk County Prison Board met in regular session at 9:00 a.m. at the Courthouse Annex, Thomas G. Wagner Conference Room. The meeting was called to order with the Pledge of Allegiance. Prison Board members present were Commissioners Matthew Quesenberry, M. Fritz Lecker and Greg Gebauer, District Attorney Beau Grove, Treasurer Matthew Frey, and Sheriff Todd Caltagarone. Also present were Warden Scott Atwell, Deputy Warden Rodney Constable, Chief Clerk Pat Straub, Solicitor Rick Brown, IT Director Calvin Moore and Recording Secretary Jennifer Barnett.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING: December 4, 2025

A motion to approve the minutes of the previous meeting was made by District Attorney Beau Grove and seconded by Sheriff Todd Caltagarone. The motion carried unanimously.

ADDITIONS TO THE AGENDA – No Additions

APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner M. Fritz Lecker and seconded by District Attorney Beau Grove. The motion carried unanimously.

COMMENTS FROM VISITORS CONCERNING AGENDA ITEMS

Anyone wishing to discuss the above matters may present themselves for a period of five minutes. No visitors were present.

CORRESPONDENCE – No Correspondence

APPROVAL OF THE BILLS

	<u>November</u>	<u>December</u>
<u>Warden</u>		
General Fund	\$66.55	\$59.08
<u>Jail</u>		
General Fund	\$54,747.92	\$82,763.78
Corrections Fund	\$0.00	\$0.00
D & A Fund	\$0.00	\$0.00
Work Release	\$0.00	\$0.00

A motion to approve the bills was made by Commissioner Greg Gebauer and seconded by Treasurer Matthew Frey. The motion carried unanimously.

BUSINESS

1. Warden's Report

Warden Scott Atwell reported on the following items:

A. Housing Information

As of 8:00 a.m. this date, the inmate population for the Elk County Prison was 51 incarcerated individuals. The average daily population for December was 64.

B. Revenue/Reimbursements

Revenue generated by the Elk County Prison in 2025 and deposited into the General Fund was \$6,828.55 for medical co-pays, \$4,400.00 for social security searches, \$326.86 for records research and \$28,500.00 for housing out-of-county inmates. Booking fees collected for 2025 and deposited into the Booking Fee Account were \$7,039.43. Revenue deposited into the Incentive Account was \$550.00 for inmate phone cards, \$22,378.48 for inmate phone commissions and \$12,391.77 for inmate commissary commissions. Total Work Release fees collected were \$25,778.41.

The prison has been reimbursed \$334.02 from the Opioid Settlement funds for the fourth quarter of 2025, for a total of \$14,899.66 for 2025.

The prison also received reimbursement in the amount of \$14,054.16 from the Cameron Elk Counties Behavioral and Development Programs for Psychotropic medications and Mental Health assessments incurred in 2024 and 2025.

C. New Hires, Promotions, and Resignations

Roderick Smith was hired to fill a vacant part-time Corrections Officer position effective 12/15/25.

D. Inmate Population

Warden Atwell stated the female population has been averaging around 14 per month. He reported that we are currently housing 11 female inmates. The total number of inmates booked this year is 16. Warden Atwell stated that a total of 21 inmates have been released so far this year. The total number of inmates booked for 2025 was 318 compared to 283 in 2024.

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We currently have two males housed out and we are paying for one. We are currently housing one inmate for another county.

2. Approval of Jefferson County Housing Contract
The Jefferson County Housing contract was approved at the December 4th, 2025, Commissioner's meeting, contingent on the Prison Board's approval.

GOOD OF THE COUNTY

Warden Atwell spoke briefly about the Cub Scout Pack #93 tour of the facility. He stated the kids and their guardians had a few questions, and it went very well overall.

QUESTIONS FROM THE PRESS

ADJOURN MEETING

There being no further business before the Elk County Prison Board, a motion to adjourn was made by District Attorney Beau Grove and seconded by Commissioner Greg Gebauer. The motion passed unanimously.

Next Meeting:

Thursday, May 7, 2026, at 9:00 A.M.
Courthouse Annex
Thomas G. Wagner Conference Room
*Annual Prison tour to follow after
the scheduled Commissioners meeting at 10:00 a.m.*