

CS-18-01
01-10-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the December 27, 2017 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and/or approve the following:

- Cash Disbursement Journal dated 12/28/2017 for \$22,129.32 for General Expenses
- Cash Disbursement Journal dated 12/28/2017 for \$431,889.45 for General Expenses
- Cash Disbursement Journal dated 01/02/2018 for \$18,100.81 for General Expenses
- Cash Disbursement Journal dated 01/03/2018 for \$102,443.73 for Children and Youth
- Cash Disbursement Journal dated 01/03/2018 for \$153,249.33 for General Expenses
- EFTPS payment dated 01/10/2018 for \$80,131.07 for Federal Payroll Taxes
- Electronic payment dated 01/10/2018 for \$9,336.97 for State Withholding Taxes
- Electronic payment dated 01/10/2018 for \$19,741.39 for Employee Retirement
- Electronic payment dated 01/10/2018 for \$728.15 for PA SCU
- Cash Disbursement Journal dated 01/10/2018 for \$204,825.01 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and/or approve the following seminar/travel requests and/or payment requests:

-Robert Thatcher Jr., Emergency Management, North East PA Regional Counter Terrorism Task Force – General & Executive Board Meetings, 03/21/2018, 06/20/2018, 09/19/2018, 12/19/2018, Various Locations, Total Cost \$0.00, Cost to County \$0.00.

-Robert Thatcher Jr. and Kiana Lavery, Emergency Management, PEMA Eastern Area Quarterly Trainings & PEMA Conference, Dates TBD, Various Locations, Total Cost \$540.00, Cost to County \$540.00.

-Ariana Hagopian, 911, Emergency Medical Dispatch, 01/13/2018-01/15/2018, Syracuse, NY, Total Cost \$1169, Cost to County \$1169.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and accept with regret the resignation of Hunter Williams, Corrections Officer, effective December 29, 2017, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and approve the transfer of Paul Sieben from Part-time Corrections Officer to Full-time Corrections Officer, effective December 29, 2017, \$13.95 per hour, 40 hours per week, with benefits according to the Residual Union Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the hiring of Jordan Holtsman, Great Bend, to the open, part-time position of Corrections Officer, effective January 11, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the hiring of Anthony Bartok, Montrose, to the open, part-time position of Corrections Officer, effective January 11, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the hiring of Kristin Bennett, Binghamton, NY, to the open, part-time position of Corrections Officer, effective February 01, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Amanda Mangin, Thompson, to the open, full-time position of Second Deputy Clerk of Courts, effective January 3, 2018, \$10.85 per hour, 40 hours, six month probationary period, per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Margaret Krupinski, Clerk of Courts/Prothonotary.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Kathryn Swingle, South Montrose, to the full-time, non-union, position of First Deputy Prothonotary/Clerk of Courts, at a starting salary rate of \$34,900/year, effective January 3, 2018, minimum 40 hours per week, benefits according to the Government Mandated Requirements and County Policy Manual, per the recommendation of Margaret Krupinski, Clerk of Courts/Prothonotary.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to authorize the Tax Claim Bureau to accept any price negotiated by Jason Miller, Tax Claim Bureau Director on each of the properties on the 2018 Repository Properties list.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the purchase of a 2018 F-150 Police Responder, Crew Cab, 4x4 XL, from New Holland Ford, New Holland, PA, price of \$45,727.00, CoStar Pricing for the District Attorney's Office.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to open and award following the review of the Solicitor and Engineering firm, sealed bids for Susquehanna County Corrections Facility Generator Project, SCR-2017238.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Public Comment:

- District Attorney vacancy.
- Carrizo well noise.
- Correctional Facility generator
- Presentation regarding Mechanical Storage for Electricity from Ron Burton.

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:36 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-17-02
01-24-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the January 10, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and/or approve the following:

- Cash Disbursement Journal dated 01/10/2018 for \$83,732.24 for General Expenses
- Cash Disbursement Journal dated 01/16/2018 for \$60,748.92 for Children and Youth
- Cash Disbursement Journal dated 01/17/2018 for \$335,955.89 for General Expenses
- Cash Disbursement Journal dated 01/17/2018 for \$9,708.34 for General Expenses
- EFTPS payment dated 01/18/2018 for \$71,763.63 for Federal Payroll Taxes
- Electronic payment dated 01/24/2018 for \$9,061.77 for State Withholding Taxes
- Electronic payment dated 01/24/2018 for \$18,382.87 for Employee Retirement
- Electronic payment dated 01/24/2018 for \$728.15 for PA SCUDU
- Cash Disbursement Journal dated 01/24/2018 for \$209,542.40 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and/or approve the following seminar/travel requests and/or payment requests:

- Bruce Butler, Ryan Tator, Matt Osmulski, Public Safety, NG9-1-1 GIS Information Session, January 29, 2018, Harrisburg, PA, Total Cost \$75.00, Cost to County \$75.00.
- Jeanne Conklin, Human Resources, Mazzitti and Sullivan Suicide Prevention Winter Meeting, January 31, 2018, Lancaster, PA, Total Cost \$264.18, Cost to County \$264.18.
- MaryAnn Warren, Commissioner, Mazzitti and Sullivan Suicide Prevention Winter Meeting, January 31, 2018, Lancaster, PA, Total Cost \$264.18, Cost to County \$264.18.
- Jessica Chiamonte, Coroner's Office, Non-Traffic Equivocal Death Investigation, February 5-6, 2018, Forty Fort PA, Total Cost \$146.06, Cost to County \$146.06.
- Cambria Ely, Domestic Relations, Federal Performance Title Measures Workshop, March 13, 2018, Nanticoke, PA, Total Cost \$70.00, Cost to County \$70.00.
- Elizabeth Arnold, Commissioner, CCAP Spring Conference, March 18-20, 2018 Harrisburg, PA, Total Cost \$463.00, Cost to County \$463.00.
- Alan Hall, Commissioner, CCAP Spring Conference, March 18-20, 2018, Harrisburg, PA, Total Cost \$185.00, Cost to County \$185.00.
- Amanda Mangin, Clerk of Courts, and Kathryn Swingle, Prothonotary, CPCMS New User Training, Criminal Case Processing, February 26 – March 2, 2018, Harrisburg, PA, Total Cost \$650, Cost to County \$650.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of Eric Wilson, Sergeant, effective February 21, 2018, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children and Youth Perseus House Inc., of Erie, PA, for the term July 1, 2017 through June 30, 2018, inclusive for the following program with a per-diem of \$237.02 for the Boy's RTF until Medical Necessity is found and Medical Assistance covers placement as fee for service.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept bids for a Toyota 8FGU25 Lift Truck for the Susquehanna County Recycling Center. Bid specifications are available at the Chief Clerk's office.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve submission of a letter of commitment to the Central Bradford Progress Authority authorizing \$175,000 of County funds to be committed as a match for a potential Appalachian Regional Commission Grant to fund a rural broadband study to improve internet connectivity in Susquehanna County.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment:

- Fair Districts Resolution
- Appalachian Regional Commission Grant for Broadband study.
- Susquehanna County Resource Day

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:46am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-03
02-14-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Services Recognition: 5 Year Incremental Anniversaries.

| | | |
|-----------------|-----------------------|----------|
| Jody Hall | Correctional Facility | 10 years |
| Joseph Barry | Probation | 15 years |
| Matthew Granick | Sheriff Office | 5 years |
| John Nagy | 911 Center | 15 years |

Motion by Commissioner Warren to approve the minutes of the January 24, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and/or approve the following:

- Cash Disbursement Journal dated 01/25/2018 for \$71,209.76 for General Expenses
- Cash Disbursement Journal dated 02/01/2018 for \$300,774.37 for General Expenses
- Cash Disbursement Journal dated 02/06/2018 for \$77,965.91 for Children and Youth
- Cash Disbursement Journal dated 02/06/2018 for \$136,391.75 for General Expenses
- Cash Disbursement Journal dated 02/08/2018 for \$134,456.58 for General Expenses
- Cash Disbursement Journal dated 02/09/2018 for \$24,784.36 for General Expenses
- EFTPS payment dated 02/07/2018 for \$68,071.98 for Federal Payroll Taxes
- Electronic payment dated 02/07/2018 for \$8,769.68 for State Withholding Taxes
- Electronic payment dated 02/07/2018 for \$18,040.25 for Employee Retirement
- Electronic payment dated 02/07/2018 for \$728.15 for PA SCU
- Cash Disbursement Journal dated 02/07/2018 for \$199,209.96 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and/or approve the following seminar/travel requests and/or payment requests:

- April Price, Domestic Relations, Conferencing and Contempt Preparation, February 14, 2018, Wyoming County DRS, Total Cost \$56.00, Cost to County \$56.00.
- Jason Miller, Treasurer, Tax Claim Bureau Association Spring Conference, April 12, 2018, State College, PA, Total Cost \$125.00, Cost to County \$125.00.
- Michelle Graziano and Elizabeth Karpov, Children and Youth Services, Pennsylvania Children and Youth Administrators Quarterly Meeting, March 13-16, 2018, State College, PA, Total Cost \$792.00, Cost to County \$158.40.
- Alan Hall, Commissioner, Public Safety Facilities Planning Seminars, March 1-2 2018, Orlando, FL., Total Cost \$1,183.00, Cost to County \$1,183.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Cierra Greenwood, 911 Telecommunicator-Dispatcher, effective January 19, 2018, per the recommendation of Bruce Butler, Assistant Public Safety Director/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the letter of resignation of Marion O'Malley as Guardian et Litem effective February 4, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Michael Gathany, Hallstead, to the open part-time, non-union position of Guardian ad Litem, at a salary of \$32,000.00, varying hours per week, effective February 13, 2017, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the termination of William Urbanski, First Assistant District Attorney, effective February 5, 2018, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of Keisha Carman from the position of Second Deputy Clerk of Courts effective February 16, 2018 per the recommendation of Prothonotary / Clerk of Courts Jan Krupinski.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Anthony Bartok, of Montrose, from the part-time, union, position of Corrections Officer, to the open, full-time, non-union position of Corrections Sergeant, \$16.00 per hour with a \$1.00 an hour increase, after six month probation

period and benefits according to Government Mandated Requirements and the County Policy Manual, effective on February 22, 2018, per the recommendation of Warden Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Jordan Holtzman from the position of part-time Corrections Officer effective February 6, 2018 per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept with regret the resignation of Jeremy Shiptoski from the position of Corrections Officer effective February 9, 2018 per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Dominick Brady, Conklin, NY, to the open, part-time position of Corrections Officer, effective February 15, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve entering an annual agreement with MCM Consulting, St. Marys, PA, for professional services for project management, GIS, Technology, and RF and Telephone Engineering for a fee of \$5,005.00 per month effective January 1, 2018 per the recommendation of the Marty Kane, Chief Clerk.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter into an agreement with the Pennsylvania District Attorneys Institute with the purpose of defining and continuing a framework of cooperation to implement and maintain a statewide automated victim information and notification system referred to as SAVIN in Susquehanna County effective January 1, 2018 per the recommendation of District Attorney Marion O'Malley.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to exonerate the Susquehanna County Tax Collectors from collecting the County 2017 Delinquent County Returns in the amount of \$499,670.31 per the recommendation of Treasurer Jason Miller.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to grant the following Tax Claim Bureau exoneration requests:
1. Clifford Township parcel 245.00-3,026.00,000., in the name of Clifford Township, consisting of .59 acres, land only, assessed at \$1700. Assessment sent notification on 1/26/2018 to Tax Claim Bureau that the property was improperly taxed, and the parcel should have been exempt from taxation.
2. Lenox Township parcel 205.03-1,045.00,001., in the name of John W. & Catherine Morrison consisting of a mobile home, assessed at \$300. Assessment sent notification on 1/26/2018 to Tax Claim Bureau that the trailer was removed or demolished and the parcel was deleted 1/26/2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open and award following the review of the Solicitor and Engineering firm, sealed bids for Susquehanna County Courthouse Clock Tower Renovations, SCR-2017242.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Bids were submitted by:
Scartelli Construction Services, Scranton, PA
C & D Waterproofing, Bloomsburg, PA
Mid State Contractors Inc, Marion, OH
Mar-Paul Construction Co., Jessup, PA

Motion by Commissioner Warren to open and award following the review of the Solicitor, sealed bids for Susquehanna County Recycling Center Lift Truck.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Thompson & Johnson Equipment Co. East Syracuse, NY
\$40,425.00
Trade In Value- \$3,000.00
Total Bid - \$37,425.00

Public Comment:

- Guardian Ad Litem
- Steve Stoud Resignation
- Public Safety Building
- Redistricting
- Penn Dot
- Penn State Co-op Extension – Master Gardner's

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:27 am

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-04
02-28-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the February 14, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The Commissioners' Meeting was reconvened at 9:06 am.

Motion by Commissioner Warren to ratify and/or approve the following:

- Cash Disbursement Journal dated 02/15/2018 for \$164,752.46 for General Expenses
- Cash Disbursement Journal dated 02/20/2018 for \$75,883.98 for General Expenses
- Cash Disbursement Journal dated 02/22/2018 for \$7,552.05 for General Expenses
- Cash Disbursement Journal dated 02/22/2018 for \$166,128.90 for General Expenses
- Cash Disbursement Journal dated 02/27/2018 for \$367,650.99 for General Expenses
- EFTPS payment dated 02/22/2018 for \$68,537.18 for Federal Payroll Taxes
- Electronic payment dated 02/21/2018 for \$8,852.39 for State Withholding Taxes
- Electronic payment dated 02/21/2018 for \$18,172.42 for Employee Retirement
- Electronic payment dated 02/21/2018 for \$728.15 for PA SCU
- Cash Disbursement Journal dated 02/21/2018 for \$206,061.51 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and/or approve the following seminar/travel requests and/or payment requests:

- Bruce Butler, Ryan Tator, and Nancy Tator, 911, Various Statewide PEMA 911 Quarterly Advisory Board Meetings, 3/1/2018, 6/7/2018, 9/6/2018 and 12/6/2018, Harrisburg, PA, Total Cost \$734.00, Cost to County \$734.00.
- John Lester, Juvenile Probation, PA Chief Juvenile Probation Officer Meetings, 3/16/2018, 5/18/2018, 9/21/2018, and 11/16/2018, State College, PA, Total Cost \$536.00, Cost to County \$536.00.
- Mark Shelp, Jail, PCCA Spring 2018 Conference, April 08-11, 2018, Pocono Manor, PA, Total Cost \$365.40, Cost to County \$365.40.
- Robert Hyde, Samantha Wickizer and Patricia Leach, Assessment, Taxpayer Relief Act/ Chapter Meeting, April 06, 2018, Hazle Township, PA, Total Cost \$90.00, Cost to County \$90.00.
- Robert Hyde and Sarah Proof, Assessment, USPAP, Basic Tax Assessment Math, Act 28, April 25-27, 2018, Valley Forge, PA, Total Cost \$2,337.40, Cost to County \$2,337.40.
- Cambria Ely, Domestic Relations, Spring 2018 Directors' Meeting, May 14-16, 2018, State College, PA, Total Cost \$675.00, Cost to County \$0.00.
- MaryAnn Warren, Commissioner, Warm Hand-off Regional Summit – Transition of Care for Opioid Overdose Survivors, April 10, 2018, Wilkes Barre, PA, Total Cost \$0, Cost to County \$0.
- Jesse Pruitt, Sheriff Deputy, Northeastern PA Crisis Intervention Team, March 12, 2018, Penn State Worthington, Total Cost \$0, Cost to County \$0.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of Robert S. Stoud from the position of Chief County Detective / Director of Public Safety effective February 28, 2018 per the recommendation of District Attorney Marion O'Malley and County Commissioners.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Jillian Smith, Montrose, to the open union position of Second Deputy Clerk of Courts at a rate of pay of \$10.85 per hour, 40 hours per week, with benefits according to the Court Related Union Contract and County Policy Manual, effective March 18, 2018 per the recommendation of Jan Krupinski, Prothonotary & Clerk of Courts.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint Anthony Ventello, Central Bradford Progress Authority, to serve on the Northern Tier Regional Planning and Development Commission Comprehensive Economic Development Strategic Steering Committee until completion of the Plan.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to re-appoint JoEllen Greene and Elliot Ross to serve on the Agricultural Preservation Board for the period January 1, 2018 to December 31, 2020.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-01 imposing a temporary County-wide burn ban effective March 15 through April 13, 2018.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-01 designating March as National Social Worker Month in Susquehanna County.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-02, proclaiming March 2018 as "Colon Cancer Awareness Month" in Susquehanna County.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for the replacement of 7 rooftop HVAC units for the County Office Building. Bid packets will be available March 9, 2018 at Greenman-Pedersen, Inc.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign an agreement with The Hickory Knob Association for the lease of Transmitter Tower located at Hickory Knob, Susquehanna, PA at Coordinates Lat. 41-59-08.8, Long.75-40-56.0 for the period of 20 years, commencing on March 15, 2018, at a rate of \$1,500 per month for the first year and an annual incremental increase of 3%, per the recommendation of Bruce Butler, Assistant Public Safety Director/911 Coordinator.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and the County of Tioga for the term of July 1, 2017 through June 30, 2018, inclusive, for the following programs only: Certificate #226060 – Unit ID RT - \$239.19 per diem, Psychological Evaluation up to \$500.00; Psychiatric Evaluation up to \$300.00; D & A Evaluation up to \$200.00. Per the recommendation of Michelle Graziano, Director of Services for Children & Youth.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Provider Agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc., Fairfax, VA. for a one year term effective October 1, 2017 at a prorated annual fee (9 months) of \$18,825.68, for the services of Child Accounting and Profile System Application Service. Per the recommendation of Michelle Graziano, Director of Services for Children and Youth.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign an agreement with LexisNexis renewing service for the CCCF for the period 3/1/2018 to 2/28/2021 for a monthly rate of \$553.00.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to correct due to clerical error, motion made on February 14, 2018 for tax exoneration. Change: Clifford Township parcel 245.00-3,026.00,000 to read Clifford Township parcel 245.00-3,026.01,000.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note – Bid Packets for Clock Tower project have been reviewed by the Engineering Firm and Solicitor. The project has been awarded to C&D Waterproofing Corp., Bloomsburg, PA with a bid of \$394,475.00.

Public Comment:
 Jail Sewer
 Penn State Cooperative Extension

Announcement(s):
 Literacy Council
 Read Across America
 Ag Day March 2, 2018

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:20 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-05
03-14-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Services Recognition: 5 Year Incremental Anniversaries.

Albert Paolucci – Correctional Facility – 5 Years
Linda Blaisure – Correctional Facility – 15 Years
Deanna Wasko – Children and Youth – 20 Years

Motion by Commissioner Warren to approve the minutes of the February 28, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 03/01/2018 for \$2,014.60 for General Expenses
- Cash Disbursement Journal dated 03/01/2018 for \$22,875.53 for General Expenses
- Cash Disbursement Journal dated 03/01/2018 for \$77,694.93 for Children & Youth
- Cash Disbursement Journal dated 03/06/2018 for \$117,662.01 for General Expenses
- Cash Disbursement Journal dated 03/07/2018 for \$141,892.00 for General Expenses
- Cash Disbursement Journal dated 03/08/2018 for \$18,626.78 for General Expenses
- EFTPS payment dated 03/07/2018 for \$71,044.28 for Gross Wages Report
- EFTPS payment dated 03/07/2018 for \$9,040.90 for State Withholding taxes
- EFTPS payment dated 03/07/2018 for \$728.15 for Federal Payroll taxes
- EFTPS payment dated 03/07/2018 for \$18,870.05 for Employee Retirement
- Cash Disbursement Journal dated 03/07/2018 for \$204,749.53 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- Jeanne Conklin, Human Resources, Healthcare in Today's World, April 5-6 2018, Lancaster, PA, Total Cost \$477.00. Cost to County \$477.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Dakotah Sherman, Corrections Officer, effective March 1, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Taylor Sherman, Corrections Officer, effective March 7, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Richard Schulze, Laceyville, to the open, part-time position of Corrections Officer, effective March 15, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Brandon Casey, Montrose, to the open, part-time position of Corrections Officer, effective March 15, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge/ratify the hiring of Paul Burnett, Johnson City, NY, to the open, temporary, part-time position of Task Force DARE Instructor, effective March 6, 2018 through June 30, 2018 at an hourly rate of \$15.00 an hour, with no accompanying benefits, in accordance to the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and amend due to clerical error the start date for Jillian Smith, Second Deputy Clerk of Courts, from March 18, 2018 to March 7, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Request:

Springville Township parcel 218.00-2,022.00,002, in the name of Ronald C. Yanchick Jr., consisting of a trailer only, assessed at \$1,000. Assessment sent notification on March 2, 2018 to Tax Claim Bureau that the trailer was removed.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-03, proclaiming the month of April 2018 as Pennsylvania 811 Safe Digging Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint the following to the Susquehanna County Local Emergency Planning Committee for the years 2018-2019:

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|---------------------|---|
| Robert Thatcher Jr. | Emergency Management Coordinator |
| Kiana Lavery | Emergency Management Ops and Training Officer |
| Jessica Chiaramonte | Forensic Case Coordinator/Deputy Coroner |
| Bruce Butler | 911 Coordinator |
| Alan Hall | Commissioner |
| Elizabeth Arnold | Commissioner |
| MaryAnn Warren | Commissioner |
| Blaine Dibble | Endless Mountain Hospital |
| Don Kessler Jr. | PA American Water |
| Phil Price | Northeast EMS Council |
| TJ Jimmie | Datom Products |
| Michael Stalneck | PEMA Eastern Area |
| Beverly Griffiths | Area Agency on Aging |
| April Snyder | Oil & Gas |
| Kate Kamp | Oil & Gas |

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint the following to the Susquehanna County Emergency Preparedness Task Force for the years 2018-2019:

| | |
|---------------------|---|
| Robert Thatcher Jr. | Emergency Management Coordinator |
| Kiana Lavery | Emergency Management Ops and Training Officer |
| Bruce Butler | 911 Coordinator |
| Alan Hall | Commissioner |
| Elizabeth Arnold | Commissioner |
| MaryAnn Warren | Commissioner |
| Sgt. Michael Joyce | Pennsylvania State Police- Gibson |
| Lance Benedict | Sheriff / Law Enforcement |
| John Oliver | DA's Office/ Law Enforcement |
| Anthony Conarton | Coroner |
| Jessica Chiaramonte | Forensic Case Coordinator/Deputy Coroner |
| Chad Wallace | Barnes- Kasson Hospital |
| Blaine Dibble | Endless Mountain Hospital |
| Jim Krupinski | Montrose Minute Men/EMS |
| Phil Price | North East EMS Council |
| Michael Hinds | Fire |
| Erin Mazikewich | Penn Dot |
| Matthew Button | Blue Ridge School District |
| Ken Cuomo | Elk Lake School District |
| Jessica Aquilina | Forest City School District |
| Carol Boyce | Montrose Area School District |
| Wanda Harris | Montrose Area School District |
| Karen Voigt | Mountain View School District |
| Bronson Stone | Susquehanna Community School District |
| Kate Crowley | American Red Cross |
| Tom McGroarty | Department of Health |
| Jane Osborn | Department of Health |
| Beverly Griffiths | Area Agency of Aging |
| TJ Jimmie | Datom Products |
| Jane Pykus | Faith Based/Long Term Recovery |
| April Snyder | Oil & Gas |
| Kate Kamp | Oil & Gas |

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

*District Attorney Litigation

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:06 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-06
03-28-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the March 14, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Note: The Commissioners' Meeting was reconvened at 9:03 am.

-Robert Templeton, Planning Commission, presented the 2017 Annual Planning Commission Report.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 03/13/2018 for \$96,252.63 for General Expenses
- Cash Disbursement Journal dated 03/14/2018 for \$18,193.60 for General Expenses
- Cash Disbursement Journal dated 03/19/2018 for \$66,658.57 for Children & Youth
- Cash Disbursement Journal dated 03/21/2018 for \$138,979.65 for General Expenses
- Cash Disbursement Journal dated 03/22/2018 for \$90.00 for General Expenses
- Cash Disbursement Journal dated 03/23/2018 for \$16,508.83 for General Expenses
- Cash Disbursement Journal dated 03/27/2018 for \$269,811.27 for General Expenses
- EFTPS payment dated 03/21/2018 for \$71,711.05 for Gross Wages Report
- EFTPS payment dated 03/21/2018 for \$9,107.61 for State Withholding taxes
- EFTPS payment dated 03/21/2018 for \$728.15 for Federal Payroll taxes
- EFTPS payment dated 03/21/2018 for \$18,397.10 for Employee Retirement
- Cash Disbursement Journal dated 03/21/2018 for \$211,395.27 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- Isaac Hobbs, Raymond Totten and Deanna Wasko, Children and Youth Services, #313 Managing the Impact of Traumatic Stress, April 10, 2018, Pittston, PA, Total Cost \$36.00, Cost to County \$7.20.
- Jason Miller, Treasurer, County Treasurer's Association Spring Conference, April 11 2018, State College, PA, Total Cost \$174.40. Cost to County \$174.40.
- Bruce Butler, Ryan Tator & Nancy Tator, 911, PA APCO Spring Conference, April 15-18, 2018, Lancaster, PA, Total Cost \$1,690.00, Cost to County \$1,690.00.
- Nancy Tator & Mary Rosengrant, 911, Clean TAC Training, May 17, 2018, Jessup, PA, Total Cost \$24.00, Cost to County \$24.00.
- Stephen Janoski, Information Technology, County Administration Conference, May 30-31, 2018, State College, PA, Total Cost \$480.00, Cost to County \$480.00.
- Tara Wilbur, Veteran Affairs, 2018 PSACDVA Conference, June 18-22, 2018, State College, PA, Total Cost \$828.48. Cost to County \$828.48.
- Richard Ely, Veteran Affairs, 2018 PSACDVA Conference, June 18-22, 2018, State College, PA, Total Cost \$858.92. Cost to County \$858.92.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Maggie McNamara, Victim/Witness Coordinator, effective March 28, 2018, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to acknowledge the transfer of John Oliver, Montrose, from the non-union, full-time position of County Detective, to the open, non-union, full-time position of Chief County Detective, effective March 29, 2018, minimum 40 hours per week, salary of \$55,000.00 per year, six month probation, benefits according to the Government Mandated Requirements and the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Sharon James, Domestic Relations Conference Officer, effective April 5, 2018, per the recommendation of Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the Lackawanna-Susquehanna Counties BH/ID/EI Program Contract Allocations Contracts for the Fiscal Year 2017-2018 per attached Table.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to sign the Act 101, Section 902 Municipal Recycling Program Grant to reimburse the County 90% of costs associated with the purchase of equipment, repairs to the pavement, and advertising for the Susquehanna County Recycling Center. Total funds requested \$105,076.00.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Request: Lanesboro Borough parcel 036.14-1,015.00,000 in the name of Eileen A. and Lawrence C. Braungard, consisting of vacant land, assessed at \$3,800. Assessment sent notification on March 16, 2018 to Tax Claim Bureau that the parcel was deleted and combined with another parcel with no A&E completed.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to adopt Resolution 2018-02, authorizing the modification of the County's FFY 2015 Community Development Block Grant Program.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to adopt Proclamation 2018-04, proclaiming the month of April 2018 as Child Abuse Awareness Month.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Public Comment

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:20 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-07
04-11-2018

Commissioner Arnold called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the March 28, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:02 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The Commissioners' Meeting was reconvened at 9:03 am.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 04/03/2018 for \$65,060.98 for Children and Youth
- Cash Disbursement Journal dated 04/04/2018 for \$124,918.18 for General Expenses
- Cash Disbursement Journal dated 04/06/2018 for \$21,401.97 for General Expenses
- EFTPS payment dated 04/04/2018 for \$69,975.98 for Federal Taxes
- EFTPS payment dated 04/04/2018 for \$8,964.08 for State Withholding taxes
- EFTPS payment dated 04/04/2018 for \$728.15 for PA SCDU
- EFTPS payment dated 04/04/2018 for \$18,408.03 for Employee Retirement
- Cash Disbursement Journal dated 04/04/2018 for \$203,466.33 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- Kiana Lavery, Emergency Management, PEMA G-393, Jessup, PA, April 3-5, 2018, Total Cost \$0.00, Cost to County \$0.00.
- Matt Osmulski, GIS, PA GIS Conference, State College, PA, May 13-16, 2018, Total Cost \$832.45, Cost to County \$832.45.
- Ryan Tator, 911, PA GIS Conference, State College, PA, May 13-16, 2018, Total Cost \$832.45, Cost to County \$832.45.
- Jason Miller, Treasurer, County Treasurer's Association 70th Annual Convention, Grantville, PA, Total Cost \$850.00, Cost to County \$850.00.
- Cambria Ely, April Price, Terilyn Wickizer, Linda Daly, Domestic Relations, DRAP Annual Training Conference, Gettysburg, PA, September 23-27, 2018, Total Cost \$3,400.00, Cost to County \$0.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Erica McGraw, Susquehanna, to the open full-time position of 911 Telecommunicator, 911, at a rate of \$12.50 per hour, 40 hours per week, six month probationary period per the Bargaining Unit Contract and Benefits according to the Government Mandated Requirements and County Policy Manual, effective May 3, 2018, per the recommendation of Bruce Butler, 911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Request: Susquehanna Borough parcel 054.14-2,078.00,000 in the name of Nathaniel S. and Amanda Williams, consisting of vacant land, assessed at \$900. Assessment sent notification on April 2, 2018 to Tax Claim Bureau that the parcel was deleted and combined with another parcel with no A&E completed.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open and award following the review of the Solicitor and Engineering firm, sealed bids for Susquehanna County HVAC Project.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

1. PA Mech Systems, Kingston, PA - \$352,700.00
2. Scranton Electric H&C, Throop, PA - \$292,066.00
3. United H&A C, Pittson, PA - \$415,000.00
4. Robert Harrington, Scranton, PA - \$391,000.00

Public Comment

Gretchen Bakker – County Noise Ordinance

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:22 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-08
4-26-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the April 11, 2018 Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The Commissioners' Meeting was reconvened at 9:03 am.

Motion by Commissioner Arnold to ratify or approve the following:

- Cash Disbursement Journal dated 04/11/2018 for \$221,874.50 for General Expenses
 - Cash Disbursement Journal dated 04/12/2018 for \$3,417.00 for Election Training
 - Cash Disbursement Journal dated 04/18/2018 for \$72,649.15 for Children and Youth
 - Cash Disbursement Journal dated 04/19/2018 for \$211,117.24 for General Expenses
 - Cash Disbursement Journal dated 04/20/2018 for \$25,184.84 for General Expenses
 - Cash Disbursement Journal dated 4/25/2018 for \$77,850.81 for General Expenses
 - EFTPS payment dated 04/18/2018 for \$76,671.54 for Federal Taxes
 - EFTPS payment dated 04/18/2018 for \$9,787.84 for State Withholding taxes
 - EFTPS payment dated 04/18/2018 for \$728.15 for PA SCU
 - EFTPS payment dated 04/18/2018 for \$18,926.57 for Employee Retirement
 - Cash Disbursement Journal dated 04/18/2018 for \$228,085.18 for Net Wages
- Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- John Lester and Lisa Vail, Juvenile Probation, Innocence Lost: When Children Sexually Offend Against Children, Digital Seminar, April 12, 2018, Total Cost \$ 39.99, Cost to County \$39.99.
- Kimberly Ord, Montrose District Court, Criminal Case Processing, Mechanicsburg, PA, May 1-2, 2018, Total Cost \$520.00, Cost to County \$520.00.
- Joseph Parise, Jolene Kelly, and Chad Weaver, Children and Youth Services, #313 Living a Meaningful Life: Physical and Emotional Well-Being, Pittston, PA, May 9, 2018, Total Cost \$36.00, Cost to County \$7.20.
- MaryAnn Warren, Commissioner, 2018 Suicide Prevention Conference, Harrisburg, PA, May 10-11, 2018, Total Cost \$449.90, Cost to County \$449.90.
- Jeanne Conklin, Human Resources, County Administration Conference, State College, PA, May 30-31, 2018, Total Cost \$603.00, Cost to County \$603.00.
- Marty Kane, Chief Clerk, County Administration Conference, State College, PA, May 30-31, Total Cost \$469.00, Cost to County \$469.00.
- John Lester and Virginia Smith, Juvenile Probation, JCJC Technology User Group, State College, PA, May 16, 2018, Total Cost \$74.00, Cost to County \$74.00.
- Lisa Vail, Juvenile Probation, 2018 Pennsylvania Pain and Addiction Summit, Wilkes Barre, PA, Total Cost \$150.00, Cost to County \$150.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Request:
Dimock Township parcel 181.00-1,040.00,001 in the name of Shawn Fiorentino, consisting of a trailer only, assessed at \$11,800. Assessment sent notification on April 17, 2018 to Tax Claim Bureau that the trailer was removed from parcel and the record was deleted.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the hiring of Patrick Moritzkat, Scranton, to the open, part-time position of Corrections Officer, effective April 19, 2018, \$14.23 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and Benefits according to Government Mandated Requirements and County Policy Manual, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Becky Tierney, Hallstead, PA, to the full-time, union position of Victim Witness Coordinator, \$14.38 per hour, 40 hours per week, six month probation period and benefits according to the Court Related Bargaining Unit and the County Policy Manual, effective April 26, 2018, per the recommendation of District Attorney Marion O'Malley.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept the resignation of Stephanie DiFronzo from the position of Public Safety Administrative Assistant/Grant Coordinator effective April 19, 2018, per the recommendation of Chief Clerk Martin Kane.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of Sarah Welch from the position of Assistant Director of Elections/Voter Registrar effective April 27, 2018, per the recommendation of SarahRae Sisson, Director of Elections/Voter Registrar.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of Matthew Osmulski from the position of GIS Technician effective May 4, 2018, per the recommendation of Chief Clerk Martin Kane.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter an agreement with Avanco International, Inc., Fairfax, VA for CWIS 2.0 upgrades during the period February 1, 2018 through June 30, 2018 for a fixed price of \$1,888.18 per the recommendation of CYS Director Michelle Graziano. Arnold. Ayes: Unanimous. Motion Carried.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a Memorandum of Understanding between the District Attorney's Office, The Blue Ridge School District, and Susquehanna County to establish procedures for School Resource Officer.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to appoint the following to the Susquehanna County Tick Borne Diseases Task Force, immediately through March 9, 2019.

| Committee Member | Sector |
|-------------------------------|------------------------------|
| Commissioner Elizabeth Arnold | County Government |
| Dr. Daniel Cameron | Lyme Disease Specialist |
| Dr. Clarence Mast, Jr. M.D. | Lyme Disease Specialist |
| David Teachout | Public Relations |
| Jane Osborne | Health Practitioner |
| Concetta Schirra | Physical Therapist Assistant |
| Phyllis Konstas | Public Sector |
| Jessica Warner | SCCT |
| Robert Thatcher | Emergency Management |
| Shawn Isby | County Safety |
| Jim Garner | Conservation District |
| Diane Siefert | Veterinarian |
| Marianne Rounds | Public Sector |

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to adopt Proclamation 2018-05, proclaiming May 2018 as "Lyme Disease Awareness Month" in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-06, recognizing and commending the Lyme Disease Coalition in Susquehanna County.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-07, proclaiming May 2018 as "Mental Health Awareness Month" in Susquehanna County.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2018-08, proclaiming May 2018 as "Older Americans Month" in Susquehanna County.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

- Jail Sewer
- Representative from Edward Jones
- Public Safety Building
- Comprehensive Plan
- Rural Broadband
- Children and Youth Funding
- Penn State
- Dairy Farmer Milk Prices

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:31 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-09
05-09-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Services Recognition: 5 Year Incremental Anniversaries.

Carol Ainey – GIS – 5 years
Sally Hawley – Commissioner's Office – 5 years
Joseph Parise – Children and Youth – 15 years
Eleanor Kurosky – Planning - 30 Years

Motion by Commissioner Warren to approve the minutes of the April 26, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 04/26/2018 for \$25,669.39 for General Expenses
- Cash Disbursement Journal dated 05/02/2018 for \$430,486.83 for General Expenses
- Cash Disbursement Journal dated 05/03/2018 for \$4,313.52 for Jury
- Cash Disbursement Journal dated 05/04/2018 for \$81,816.37 for Children and Youth
- Cash Disbursement Journal dated 05/04/2018 for \$13,686.29 for General Expenses
- Cash Disbursement Journal dated 05/09/2018 for \$88,133.03 for General Expenses
- EFTPS payment dated 005/02/2018 for \$70,792.18 for Federal Taxes
- EFTPS payment dated 05/02/2018 for \$9,056.71 for State Withholding taxes
- EFTPS payment dated 05/02/2018 for \$728.15 for PA SCDU
- EFTPS payment dated 05/02/2018 for \$18,381.14 for Employee Retirement
- Cash Disbursement Journal dated 05/02/2018 for \$206,245.66 for Net Wages

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- SarahRae Sisson and Macy Wega, Voter Registration, Election Reform and Equipment Updating, Williamsport, PA, June 7-8, 2018, Total Cost \$394.00, Cost to County \$394.00.

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge, with regret, the termination of Sandra Decker, from the part-time Kitchen Steward, due to the elimination of the position, effective May 10, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the hiring of Macy Wega, Hallstead, to the open union, full-time position of Assistant Director of Elections/Voter Registrar, \$11.48 per hour, 40 hours per week, six month probationary period, with benefits according to the Residual Bargaining Unit Contract and government mandated requirements, effective May 3, 2018, per the recommendation of Director of Elections/Voter Registrar SarahRae Sisson.

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint the following to the Susquehanna County Tourism Committee for the period May 1, 2018 – April 30, 2019:

| Name | Organization |
|------------------|---|
| Michele Suchnick | Colonial Brick Inn & Suites – Hallstead, PA |
| Connie Reinhart | Holiday Inn Express & Suites, New Milford Twp, PA |
| Kerry Foose | Cottage at the Funny Farm – Hop Bottom, PA |
| Kim Ross | Stonebridge Inn - Union Dale, PA |
| Greg Confer | Elk Mountain Ski Center – Union Dale, PA |
| Sue Furney | Old Mill Village – New Milford, PA |
| TBD | Salt Springs – Franklin Twp, PA |

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamations 2018-09 and 2018-10, proclaiming the week of May 6, 2018 as "National Nurses' Week" in Susquehanna County.

Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-02 creating the Susquehanna County Substance Abuse and Recovery Initiative.

Second commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and PA Child Corp for the term of July 1, 2017 through June 30, 2018, inclusive, for the following programs only: Certificate #329520 – Foster Family Class –

AA- \$71.23 Per Diem, BB – 86.89 Per Diem, CC \$129.31 Per Diem, and EE - \$119.99 Per Diem, per the recommendation of Michelle Graziano, Director of Services for Children & Youth. Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and PA Child Corp for the term of July 1, 2018 through June 30, 2019, inclusive, for the following programs only: Certificate #329520/329510/329700 – Foster Family Class – AA- \$71.23 Per Diem, BB – 86.89 Per Diem, CC \$129.31 Per Diem, and EE - \$119.99 Per Diem, per the recommendation of Michelle Graziano, Director of Services for Children & Youth. Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for Public Bid a 2007 Black Chevy Impala and a 2012 White Dodge Van, which will be available for public examination in the lower parking lot located on Chenango Street. Sealed Bids must be submitted to the Chief Clerk's office at the Courthouse by 4:00 pm Monday, May 21, 2018. Successful bidders will be notified via telephone on May 23, 2018 and must remit payment and physically claim their items by 4:00 pm on Friday June 1, 2018. County employees are not eligible bidders for County Surplus items. Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Motion by Commissioner Warren to open and award following the review of the Solicitor and Engineering firm, sealed bids for Susquehanna County Maintenance Building Project. Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

| | |
|-----------------------------------|-------------|
| Scartelli | \$ 994,275 |
| D&M Construction Unlimites Inc. | \$1,066,538 |
| Raymond Orchard Construction Inc. | \$ 998,000 |
| Multiscape, Inc. | \$1,107,352 |
| Ken Rauch Excavating Inc. | \$1,028,916 |
| Charles Grimm Construction Inc. | \$1,099,621 |
| William H. Lane Construction | \$ 990,000 |

Public Comment

Motion by Commissioner Warren to close the Commissioners' Meeting. Second Commissioner Arnold. Ayes. Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:12 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-10
05-23-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Arnold to approve the minutes of the May 9, 2018 Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify or approve the following:

- Cash Disbursement Journal dated 05/17/2018 for \$70,054.66 for Children and Youth
- Cash Disbursement Journal dated 05/18/2018 for \$317,365.96 for General Expenses
- Cash Disbursement Journal dated 05/21/2018 for \$21,745.98 for General Expenses
- Cash Disbursement Journal dated 05/22/2018 for \$29,762.00 for Election Expenses
- EFTPS payment dated 05/16/2018 for \$72,222.03 for Federal Taxes
- EFTPS payment dated 05/16/2018 for \$9,225.65 for State Withholding taxes
- EFTPS payment dated 05/16/2018 for \$728.15 for PA SCDU
- EFTPS payment dated 05/16/2018 for \$18,089.56 for Employee Retirement
- Cash Disbursement Journal dated 05/02/2018 for \$215,608.11 for Net Wages

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- Michelle Graziano, Children and Youth, Northeast Region All County Meeting – Tackling Trauma, Wilkes-Barre, PA, May 31, 2018, Total Cost \$0.00, Cost to County \$0.00.
- MaryAnn Warren, Commissioner, PA 17th Annual Workers Compensation Conference, Hershey, PA, June 7-8, 2018, Total Cost \$250.00 Cost to County \$0.00.
- Marion O'Malley, District Attorney, Criminal Law Symposium, Harrisburg, PA, June 7-8, 2018, Total Cost \$809.00, Cost to County \$809.00.
- Robert Hyde, Samantha Wickizer and Patricia Leach, Assessment Office, Assessment Appeals: Beginners Guide, East Stroudsburg, PA, June 8, 2018, Total Cost \$90.00, Cost to County \$90.00.
- Michelle Graziano and Elizabeth Karpov, Children and Youth, PCYA Quarterly Meeting, Gettysburg, PA, June 27-29, 2018, Total Cost \$1,115.00, Cost to County \$223.00.
- Spenser Stoud, Children and Youth, Sexual Abuse Series, Pittston, PA, July 25-26, August 24, September 10-11, October 17-18 and November 13, 2018, Total Cost \$616.00, Cost to County \$123.20.
- Brian James, Human Resources, Developing Your Emotional Intelligence, Scranton, PA, July 26, 2018, Total Cost \$194.00, Cost to County \$194.00.
- Elizabeth Arnold, Commissioner, CCAP Summer Conference, Gettysburg, PA, August 5-8 2018, Total Cost \$1,151.47, Cost to County \$1,151.47.
- Michelle Graziano, Children and Youth, #700 Foundations of Leadership, Pittston, PA, August 16-17, 2018, Total Cost \$24.00, Cost to County \$4.80.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify, with regret, the resignation of Kathleen Wadge, from the position of part-time Corrections Officer, effective May 9, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Miranda MacMyne, from the position of full-time Corrections Officer, effective May 23, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Tami Tewksbury, from the position of full-time Corrections Officer, effective May 27, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Olivia Lauderman, Springville, to the open, union position of part-time Corrections Officer, \$14.23 per hour, varied hours, six-month probationary period and benefits per the Jail Bargaining Unit Contract, County Policy Manual, and government mandated requirements, effective May 24, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Brittany Humphry, New Milford, to the open, union position of part-time Corrections Officer, \$14.23 per hour, varied hours, six-

month probationary period and benefits per the Jail Bargaining Unit Contract, County Policy Manual, and government mandated requirements, effective May 31, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Aiyana Brown from Part-time Corrections Officer to Full-time Corrections Officer, \$14.23 per hour, 40 hours per week, with benefits per the Jail Bargaining Union Contract and County Policy Manual, and government mandated requirements, effective May 27th, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Requests:

Bridgewater Township parcel 143.06-2,001.02,006 in the name of Daniel Ross, consisting of a trailer only, assessed at \$4,800. Assessment sent notification on May 8, 2018 to Tax Claim Bureau that the trailer was removed from the parcel.

Lenox Township parcel 223.00-1,010.00,001, in the name of Robert B. Powers, Jr. consisting of a trailer only, assessed at \$3,200. Assessment sent notification on May 8, 2018 to the Tax Claim Bureau that the trailer was razed.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution #2018-03, authorizing Susquehanna County Housing Redevelopment Authority to file a request for revision of FFY 2014 Pennsylvania Community Development Block Grant Entitlement Programs.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Change Order between Johnson Controls, Inc. and Susquehanna County for installation of Dry Cooler for \$159,875.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter an agreement with Emergency Services Marketing Corp., Inc for a 5-year subscription for IamResponding program effective 7/1/2018 -6/30/2023 for a fee of \$66,000 per recommendation of Susquehanna County Local Emergency Planning Committee.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: William H. Lane, Inc., Binghamton, has been awarded the bid for the Susquehanna County Maintenance Building with a bid of \$990,000.00.

Motion by Commissioner Warren to open and award the highest bidder for County Surplus Vehicles, sealed bids.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

| | | |
|--------------------------|--------------------------------|-------------------|
| -Victor Howell – | 2007 Chevrolet Impala - | \$2,000.00 |
| -Richard Greenway – | 2012 White Dodge Van - | \$ 612.00 |
| -Richard Greenway - | 2007 Chevrolet Impala - | \$ 412.00 |
| -David Blaisure – | 2012 Dodge Van - | \$1,532.00 |
| -Cosmello Auto – | 2007 Chevrolet Impala - | \$ 500.00 |
| -Cosmello Auto – | 2012 White Dodge Van - | \$1,000.00 |

Public Comment

- DTE Compressor Station Valve Leak
- CodeRed
- Great Bend Welcome Center Memorial Day Services
- XNG

**June 13th meeting will be moved to June 12, 2018 at 9am.

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:17 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-11
06-12-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the May 23, 2018 Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 05/23/2018 for \$125,564.07 for General Expenses
- Cash Disbursement Journal dated 05/30/2018 for \$30,299.91 for General Expenses
- Cash Disbursement Journal dated 05/30/2018 for \$355,684.68 for General Expenses
- Cash Disbursement Journal dated 06/04/2018 for \$68,809.46 for Children and Youth
- Cash Disbursement Journal dated 06/07/2018 for \$386,421.40 for General Expenses
- EFTPS payment dated 05/30/2018 for \$77,793.77 for Federal Taxes
- EFTPS payment dated 05/30/2018 for \$9,918.00 for State Withholding taxes
- EFTPS payment dated 05/30/2018 for \$728.15 for PA SCDU
- EFTPS payment dated 05/30/2018 for \$17,874.67 for Employee Retirement
- Cash Disbursement Journal dated 05/30/2018 for \$233,501.42 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:

- Ryan Tator, 911, G-271 Hazardous Weather and Flooding Preparedness, July 18-19, 2018, Lords Valley, PA, Total Cost \$74.00, Cost to County \$ 74.00.
- Cambria Ely and April Price, Domestic Relations, Earning Capacity Workshop and Establishing Realistic Orders Workshop, Nanticoke, PA, July 24, 2018, Total Cost \$ 205.00, Cost to County \$0.
- SarahRae Sisson and Macy Wega, Voter Registration, ES&S Equipment Demo, Lebanon, PA, June 19, 2018, Total Cost \$135.00, Cost to County \$135.00.
- Jennifer Hibbard, Recycling Center, Northeast Regional Roundtable, Honesdale, PA, June 20, 2018, Total Cost \$60.00, Cost to County \$ 60.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approved the hiring of Stacy Thatcher, Great Bend, PA, to the open union, full-time position of Payroll/AP/Grant Coordinator, \$13.46 per hour, 40 hours per week, six-month probationary period, benefits according to the Residual Bargaining Unit and County Policy Manual, effective June 11, 2018, per the recommendation of Martin Kane, Chief Clerk.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to transfer Kiana Lavery to the open position of Geographic Information Systems Technician, at a rate of \$15.69 per hour, minimum 40 hours per week, with benefits according to the Residual Union Contract and County Policy Manual, effective June 12, 2018, per the recommendation of Martin Kane, Chief Clerk.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to reappoint the following individuals to Northern Tier Regional Planning and Development Commission Advisory Committees:

Economic Development Advisory Committee

Robert Neira
William Dovin
Bobbi Jo Turner

NTRPDC Membership Executive Committee

Alan Hall
Elizabeth Arnold
MaryAnn Warren (Alt.)

Loan Review Committee

Joe Ferretti
Rick Soden
Keith Yurgosky

Rural Transportation Committee

Alan Hall
Jack Conroy
Alex Komar

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve entering agreements with the Lackawanna-Susquehanna Drug and Alcohol Program per the attached schedule.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Provider Agreement and Addendum between Susquehanna County Services for Children and Youth and Avanco International, Fairfax, VA for a one year term effective July 1, 2018 at an annual fee of \$25,424.59 for the services of Child Accounting and Profile System (CAPS) Application Service, per the recommendation of Michelle Graziano, Director of Services for Children and Youth.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter an agreement with the Bridgewater Township Municipal Authority to contribute \$50,000 from Act 13 for the Water Line Extension from Ellsworth Drive to Ellsworth Industrial Park, South Montrose, as recommended by the Susquehanna County Economic Development Board.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

-Hazard Mitigation Plan

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:10 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-12
06-27-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Services Recognition: 5 Year Incremental Anniversaries.

| | | |
|----------------|---------------------------|----------|
| Sue Blaisure | Tax Claim | 5 Years |
| Shawn Isby | Maintenance | 5 Years |
| Raymond Totten | Children & Youth Services | 10 Years |

Motion by Commissioner Warren to approve the minutes of the June 12, 2018 Commissioners' Meeting. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The Commissioners' Meeting was reconvened at 9:05 am.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 05/25/2018 for \$7,912.69 for General Expenses
- Cash Disbursement Journal dated 06/13/2018 for \$148,836.41 for General Expenses
- Cash Disbursement Journal dated 06/20/2018 for \$87,177.37 for General Expenses
- Cash Disbursement Journal dated 06/21/2018 for \$12,997.35 for General Expenses
- Cash Disbursement Journal dated 06/26/2018 for \$13,555.07 for General Expenses
- EFTPS payment dated 06/13/2018 for \$72,800.51 for Federal Taxes
- EFTPS payment dated 06/13/2018 for \$9,237.05 for State Withholding taxes
- EFTPS payment dated 06/13/2018 for \$728.15 for PA SCDU
- EFTPS payment dated 06/13/2018 for \$19,040.65 for Employee Retirement
- Cash Disbursement Journal dated 06/13/2018 for \$209,242.85 for Net Wages
- EFTPS payment dated 06/27/2018 for \$69,330.79 for Federal Taxes
- EFTPS payment dated 06/27/2018 for \$8,850.28 for State Withholding taxes
- EFTPS payment dated 06/27/2018 for \$697.15 for PA SCDU
- EFTPS payment dated 06/27/2018 for \$18,322.08 for Employee Retirement
- Cash Disbursement Journal dated 06/27/2018 for \$204,970.05 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify/approve the following seminar requests and/or payment for seminar requests:

- Stephen Janoski, Information Technology, CCAP PaCyberSafe – IT Security, Harrisburg, PA, June 25, 2018, Total Cost \$176.00, Cost to County \$176.00.
- Katelyn Briggs, Children and Youth, #207- Introduction to Family Group Decision Making Parts I and 2, Pittston, PA, July 9, 2018 and October 22-23, 2018, Total Cost \$186.00, Cost to County \$37.20.
- Jolene Kelly, Isaac Hobbs, Joseph Parise, Marysa Edwards- Ball, Children and Youth, #307 – Engaging Families (Latino), Pittston, PA, July 11, 2018, Total Cost \$48.00, Cost to County \$9.60.

- SarahRae Sisson, Voter Registration, Pennsylvania County Election Conference, Pittsburgh, PA, August 20-23, 2018, Total Cost \$967.00, Cost to County \$967.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the transfer of Penny Alden from Part-Time Corrections Officer to Full-Time Corrections Officer, \$14.23 per hour, 40 hours per week, with benefits per the Jail Bargaining Unit Contract, County Policy Manual, and government mandated requirements, effective May 23, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify with regret the resignation of Kristin Bennett from the position of part-time corrections officer, effective June 21, 2018 per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Robert Thatcher from the position of Emergency Management Coordinator, effective June 22, 2018, per the recommendation of Chief Clerk Martin Kane.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the termination of Amanda Mangin from the position of 2nd Deputy Clerk of Courts, effective June 26, 2018, per the recommendation of Prothonotary/Clerk of Courts Margaret Krupinski.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Crystal Bender, Hallstead, to the open, union, position of part-time Corrections Officer, effective June 28, 2018, \$14.23 per hour, varied hours, six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Timothy Smith from the position of Information Technology Technician, effective June 29, 2018, per the recommendation of Stephen Janoski, Director of Information Technology.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge the appointment of Mark Darmofal, Moscow, to the open, non-union, part-time position of Assistant District Attorney, effective July 5, 2018, 20 hours per week, six-month probationary period with benefits per the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Lewis Towner from the position of Maintenance/Electrical & HVAC Technician to the open, union position of Maintenance and Utility Crew Chief, \$16.13 per hour, 40 hours per week, with benefits according to the Residual Bargaining Unit Contract and County Policy Manual, effective date to be determined by Department Head, per the recommendation of Dennis Landis, Director of Maintenance.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Ronald Gregory, upon resignation as Corrections Officer, to the open, union, position of Recycling Center/Prison Maintenance Utility Technician, \$15.23 per hour, 40 hours per week, with benefits according to the Residual Bargaining Unit Contract and County Policy Manual, effective July 16, 2018, per the recommendation of Dennis Landis, Director of Maintenance.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Bruce Butler from the position of 911 Coordinator to the open, non-union position of Director of Public Safety / 911 Coordinator, \$61,000 per year, minimum 40 hours per week, with benefits according to the County Policy Manual, effective June 27, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a maintenance agreement with BE Equipment, Inc., Quakertown, PA, for scheduled services on the Recycling Center baler at a rate of \$1,350.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Requests: Susquehanna Borough, parcel 054.11-2,001.00,000, in the name of Alice Tiffany, consisting of a land only, assessed at \$200.00. Assessment sent notification on June 13, 2018 to Tax Claim Bureau that the parcel was deleted on June 17, 2017.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the Purchase Agreement Amendment to the agreement made January 22, 2018 between Susquehanna County Children and Youth Services and Avanco International, Inc..

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint individuals on the attached roster to the Susquehanna County Substance Abuse and Recovery Initiative with the addition of Chad Wallace, EMS.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign Resolution # 2018-04 approving \$10,000 from the General Fund for operating costs for the Susquehanna County Substance Abuse Initiative to be administered through the Susquehanna / Lackawanna Drug and Alcohol Program Joinder.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

Motion by Commissioner Warren to close the Commissioners' Meeting and open the Retirement Board.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:23 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

SUSQUEHANNA SUBSTANCE ABUSE AND RECOVERY INITIATIVE

| Participants Name: | Title: | Organization Affiliation: | Email: | Phone: |
|-----------------------|---------------------------------------|--|--------|--------|
| MaryAnn Warren | Commissioner | Susquehanna County | | |
| Alan Hall | Commissioner | Susquehanna County | | |
| Betsy Arnold | Commissioner | Susquehanna County | | |
| Marion O'Malley | District Attorney | Susquehanna District Attorney's Office | | |
| Barbara Durkin | Director | Office of D&A Programs | | |
| Jennifer Payne | Case Manager | Office of D&A Programs | | |
| Jeremy Yale | Administrator | L-S BHI DEI | | |
| Jason Legg | President Judge | Susquehanna County Court | | |
| Mark Shelp | Warden | Susquehanna County Correctional Facility | | |
| Tony Conarton | Coroner | Coroner's Office | | |
| Jeff Shoemaker | Chief Probation Officer | Adult Probation | | |
| John Lester | Juvenile Probation | Juvenile Probation | | |
| Michelle Graziano | Director | Children and Youth Services | | |
| Paul Wetherill | Person in Recovery | | | |
| Michelle Pellew | Person in Recovery | | | |
| Lawrence Shovlowsky | Person in Recovery | YPR--Susquehanna County Chapter | | |
| Cindy Stang | Family Member with Person in Recovery | | | |
| Dennis Phelps | Executive Director | Trehab | | |
| Traci Decker | Clinical Director | Trehab | | |
| Jessica Aquilina | Superintendent | Forest City Regional SD | | |
| Matthew Button | Superintendent | Blue Ridge SD | | |
| Dr. Ken Cuomo | Superintendent | Elk Lake SD | | |
| Chris McComb | Superintendent | Montrose SD | | |
| Bronson Stone | Superintendent | Susquehanna Community SD | | |
| Karen Voigt | Superintendent | Mountain View SD | | |
| Sara Adornato | Chief Executive Officer | Barnes Kasson Health | | |
| David Passetti | Executive Vice President | Barnes Kasson Health | | |
| Dr. Schell | MAT Provider | Barnes Kasson Health | | |
| Loren Stone | Chief Executive Officer | Endless Mountains Health System | | |
| Patty Lasher | Social Worker | Endless Mountains Health System | | |
| Mary Mushala | Director of Nursing | Endless Mountains Health System | | |
| Mary Wetherall | Executive Director | NEPA Community Healthcare | | |
| Diane Hawley | Suicide Prevention Coordinator | The Advocacy Alliance | | |
| W. Scott Muller | Pharmacist | Lenox Pharmacy | | |
| TBD | TBD | Womens Resource Center | | |
| James Gallagher | Executive Director | NBHCC | | |
| Tina Wydeen | Regional Director | CCBHO | | |
| Ron Colbert | Forensic Director | Scranton Counseling Center | | |
| Ed Heffron/Wendy Reed | Executive | Scranton Counseling Center | | |
| John Cosgrove | Executive Director | AllOne Foundation | | |
| James Barbour | Community Member (Farm Bureau Member) | | | |
| Alan Longacre | Community Member | | | |
| Doreen Sickler | Community Member | | | |
| Pastor Jason Clapper | Clergy | First Presbyterian Church | | |
| Chad Wallace | Emergency Medical Services (EMS) | | | |
| | | | | |

CS-18-13
07-11-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the June 27, 2018 Commissioners' Meeting with the corrections to the SARI roster: Add: Chad Wallace- EMS, Edit Carol Boyce to Chris McComb, Edit Lauren Stone to Loren Stone, and edit Nancy Mushala to Mary Mushala.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 06/27/2018 for \$451,638.23 for General Expenses
- Cash Disbursement Journal dated 07/05/2018 for \$71,870.10 for General Expenses
- Cash Disbursement Journal dated 07/06/2018 for \$66,717.25 for General Expenses
- EFTPS payment dated 07/11/2018 for \$70,714.50 for Federal Taxes
- EFTPS payment dated 07/11/2018 for \$8,964.22 for State Withholding taxes
- EFTPS payment dated 07/11/2018 for \$697.15 for PA SCU
- EFTPS payment dated 07/11/2018 for \$18,837.52 for Employee Retirement
- Cash Disbursement Journal dated 07/11/2018 for \$204,201.70 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Angela Holleran, Susquehanna, to the open, full-time, union position of Conference Officer, \$10.85 per hour, with benefits per the Court Appointed Contract and County Policy Manual, effective July 5, 2018, per the recommendation of
President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the appointment by Treasurer Miller, the hiring of Kelcie Pratt, Lathrop Township, for the temporary, part-time, non-union, clerical position, for doe permits, \$8.75 per hour, effective July 9, 2018 until doe permits are finished.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the appointment by Treasurer Miller, the hiring of Lauren Herman, Montrose, for the temporary, part-time, non-union, clerical position, for doe permits, \$8.75 per hour, effective July 9, 2018 until doe permits are finished.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Dominick Brady from Part-Time Corrections Officer to Full-Time Corrections Officer, \$14.23 per hour, 40 hours per week, with benefits per the Jail Bargaining Unit Contract and County Policy Manual, effective July 16, 2018, per the recommendation of
Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Alayna Doolittle from the position of Part-Time Corrections Officer, effective July 17, 2018, per the recommendation of
Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of James Hawley, Montrose, to the open, union position of Maintenance/Electrical & HVAC Technician, \$14.38 per hour, 40 hours per week, with benefits according to the Residual Bargaining Unit Contract and County Policy Manual, effective July 23, 2018, per the recommendation of Dennis Landis, Head of Maintenance.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of April Price from the position of Court Liaison/Conference Officer, effective July 24, 2018, per the recommendation of
Director of Domestic Relations Cambria Ely.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve signing a letter of agreement with Korn Ferry/ HayGroup to assist with actuarial services for the County Postretirement Benefit Plan for the period January 1, 2018 – June 30, 2020 for a one-time fee of \$10,500.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Fiscal Year 2018-2019 County Human Services Plan Assurance of Compliance.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to purchase a John Deere x738 4WD Tractor for Prison and Recycling Center from Bartron Supply, Tunkhannock, PA for the price of \$19,131.54, CoStars Pricing.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

Act 13 Funding
Public Safety Building
Penn Dot
School Resource Officers

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:20 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-14
07-25-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the July 11, 2018 Commissioners' Meeting. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 07/11/2018 for \$671,333.76 for General Expenses
 - Cash Disbursement Journal dated 07/12/2018 for \$14,249.18 for General Expenses
 - Cash Disbursement Journal dated 07/12/2018 for \$1,082.50 for Jury Expenses
 - Cash Disbursement Journal dated 07/17/2018 for \$39,090.80 for General Expenses
 - Cash Disbursement Journal dated 07/18/2018 for \$355,671.42 for General Expenses
 - Cash Disbursement Journal dated 07/19/2018 for \$6,962.00 for General Expenses
 - EFTPS payment dated 07/25/2018 for \$69,186.40 for Federal Taxes
 - EFTPS payment dated 07/25/2018 for \$8,870.98 for State Withholding Taxes
 - EFTPS payment dated 07/25/2018 for \$697.15 for PA SCDU
 - EFTPS payment dated 07/25/2018 for \$18,809.06 for Employee Retirement
 - Cash Disbursement Journal dated 07/25/2018 for \$206,123.71 for Net Wages
- Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Angela Holleran, Domestic Relations, Conducting Conferences and Running Support Guidelines, July 18, 2018, Tunkhannock, PA, Total Cost \$60.00, Cost to County \$0.00.
- Angela Holleran, Domestic Relations, Conducting Conferences and Running Support Guidelines, July 19, 2018, Mayfield, PA, Total Cost \$70.00, Cost to County \$0.00.
- Angela Holleran, Domestic Relations, Earning Capacity Workshop and Establishing Realistic Orders Workshop, Nanticoke, PA, July 24, 2018, Total Cost \$205.00, Cost to County \$0.00.
- Jeanne Conklin and Brian James, Human Resources, 2018 SCHRPP Annual Conference, September 6-7, 2018, Gettysburg, PA, Total Cost \$600.50, Cost to County \$600.50.
- Kim Harshaw, Katelyn Briggs and Marysa Edwards-Ball, Children and Youth Services, #302 Building and Sustaining Father Engagement, Pittsburgh, PA, December 19-20, 2018, Total Cost \$72.00, Cost to County \$14.40.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the hiring of Delleicia Roget, Binghamton, NY, to the open, union, position of part-time Corrections Officer, effective July 19, 2018, \$14.23 per hour, varied hours, six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint Robert Housel, Harford, and Scott Adams, Susquehanna, to the Susquehanna County Industrial and Commercial Development Board effective July 25, 2018. Effective January 1, 2019, the Industrial Development Authority will no longer have coverage under the County's Pa County Risk Pool (PCorP) insurance plan. The Board must provide proof of insurance by January 1, 2019 or the County will begin dissolution proceedings.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Jesse Pruitt, from the position of Deputy Sheriff, effective August 3, 2018, per the recommendation of Sheriff Lance Benedict. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the removal of Michael Hornak, Thomas Sheehan, and Brianna Hollenbeck from assignment as Task Force Detectives effective July 25, 2018 per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the assignment of Rebecca Warner, Montrose; Mark Mulvey, Mayfield; James Bernosky, Gibson; and John McArthur, New Milford, as Task Force Detectives effective July 25, 2018 per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign Resolution # 2018-05 authorizing the Susquehanna County Housing and Redevelopment Authority to revise its FFY 2015 program by transferring \$3,604 of unneeded funds remaining from a previously approved demolition project in Forest City Borough to assist with the completion of a previously approved Neighborhood Facilities project in Lanesboro Borough.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve a Change Order in the amount of \$108,745.00 with C&D Waterproofing for replacement of existing roof on the Courthouse.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:05am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-15
08-08-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the July 25, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 07/26/2018 for \$190,620.59 for General Expenses
- Cash Disbursement Journal dated 07/30/2018 for \$30,296.57 for General Expenses
- Cash Disbursement Journal dated 07/30/2018 for \$11,652.22 for Jury Expenses
- Cash Disbursement Journal dated 08/01/2018 for \$112,201.73 for General Expenses
- Cash Disbursement Journal dated 08/03/2018 for \$31,186.63 for General Expenses
- Cash Disbursement Journal dated 08/06/2018 for \$94,144.99 for Children & Youth
- EFTPS payment dated 08/09/2018 for \$68,253.42 for Federal Taxes
- EFTPS payment dated 08/08/2018 for \$8,684.02 for State Withholding Taxes
- EFTPS payment dated 08/08/2018 for \$951.00 for PA SCU
- EFTPS payment dated 08/08/2018 for \$18,347.99 for Employee Retirement
- Cash Disbursement Journal dated 08/08/2018 for \$196,601.48 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Alan Hall, Commissioner, CCAP Conference, Gettysburg, PA, August 5-7, 2018, Total Cost \$673.00, Cost to County \$673.00.
- Jason Miller, Treasurer, Tax Claim Bureau Association Fall Conference, Beach Lake, PA, October 17-19, 2018, Total Cost \$244.54, Cost to County \$244.54.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the transfer of Ariana Hagopian from Full-Time Telecommunicator/Dispatcher to Part-Time Telecommunicator/Dispatcher, effective July 25, 2018, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the separation of Alison Montone from the position of Civil/Criminal Clerk, effective July 30, 2018, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the transfer of Marissa Thorne from Full-Time Telecommunicator/Dispatcher to Part-Time Telecommunicator/Dispatcher, effective July 31, 2018, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept the resignation of Andrew Gordon from the position of Corrections Sergeant, effective August 1, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the hiring of Todd Latzko, Montrose, to the open, union-eligible position of Materials Sorter, effective August 6, 2018, \$9.70 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual, per the recommendation of Jen Hibbard, Recycling Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Angelo Vitale, Nanticoke, to the open, non-union position of IT Systems Administrator, effective August 9, 2018, \$40,000 per year, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Stephen Janoski, IT Director.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Anthony Catanzaro, Montrose, to the open, union-eligible position of Materials Sorter, effective August 16, 2018, \$9.70 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit

Contract and County Policy Manual, per the recommendation of Jen Hibbard, Recycling Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Thomas Prince, Vandling, to the open, union-eligible position of Full-Time Telecommunicator/Dispatcher Trainee, effective August 23, 2018, \$12.50 per hour, 40 hours per week, with a six-month probationary period and benefits per the Residual Bargaining Unit Contract and County Policy Manual, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Scott Aylesworth, Nicholson, to the open non-union, full time, position of Emergency Management Coordinator, effective August 20, 2018, \$35,000.00 per year with an increase to \$40,000.00 upon successful completion of Pennsylvania Emergency Management Agency Basic Training and certification, minimum of 40 hours per week, benefits according to the Government Mandated Requirements, per the recommendation of the Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Ralph Schwartz, Tunkhannock, to the open non-union, full time, position of Emergency Management Operations/Training Officer, effective September 6, 2018, \$30,000.00 per year with an increase to \$35,000.00 upon successful completion of Pennsylvania Emergency Management Agency Basic Training, minimum of 40 hours per week, benefits according to the Government Mandated Requirements, per the recommendation of the Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to appoint Sheriff Lance Benedict to the Susquehanna County Substance Abuse and Recovery Initiative.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign an addendum to the Memorandum of Understanding between the District Attorney's Office, The Blue Ridge School District, and the County of Susquehanna, that in the event that the appointed SRO is unavailable for any reason, a substitute SRO may be assigned by the District Attorney's Office, paid at the same per diem rate. The school district shall pay to Susquehanna County 100% of the substitute County Detective / SRO's salary, plus the cost of taxes and pension and other benefit costs, per the recommendation of District Attorney Marion O'Malley. Arnold. Ayes: Unanimous. Motion Carried.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a Memorandum of Understanding between the District Attorney's Office, The Mountain View School District, and Susquehanna County to establish procedures for School Resource Officer.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of James Bernosky, Gibson, to the non-union position of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, not to exceed \$29,760.00 per year, six months probationary period, with benefits according to the government-mandated requirement, effective August 8, 2018, per the current Memorandum of Understanding between The District Attorney's Office of Susquehanna County, The Mountain View School District, and The County of Susquehanna. This position is assigned to the Mountain View School District and Susquehanna County receives 100% salary and benefits reimbursement for same. This position shall remain as long as funding for the same remains available, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a Memorandum of Understanding between the District Attorney's Office, The Forest City Regional School District, and Susquehanna County to establish procedures for School Resource Officer.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Mark Mulvey, Mayfield, to the non-union position of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, not to exceed \$29,760.00 per year, six months probationary period, with benefits according to the government-mandated requirement, effective August 8, 2018, per the current Memorandum of Understanding between The District Attorney's Office of Susquehanna County, The Forest City Regional School District, and The County of Susquehanna. This position is assigned to the Forest City Regional School District and Susquehanna County receives 100% salary and benefits reimbursement for same. This position shall remain as long as

funding for the same remains available, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the assignment of Gregory Deck, Great Bend; Mark Mulvey, Mayfield; James Bernosky, Gibson; Rebecca Warner, Montrose; John McArthur, New Milford; John Bradley, Fleetville; Katherine Stanziale, Hop Bottom; John Oliver, Montrose; Justin Sprout, Montrose; and Donald MacRae, Duryea; as County Detective/Substitute School Resource Officers. In the event that the appointed SRO is unavailable for any reason, a substitute SRO may be assigned by the District Attorney's Office, paid at the same per diem rate. The school district shall pay to Susquehanna County 100% of the substitute County Detective / SRO's salary, plus the cost of taxes and pension and other benefit costs, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to establish, for 2018 only, utilizing Act 13 funding, a grant in the amount of \$360,000.00 for Susquehanna County volunteer fire and ambulance services. This grant may be used only for equipment or training. See attached distribution list.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for County Office Building partial roof replacement. Bid packets will be available at Greenman-Pedersen, Inc. Sealed bids will be opened at the County Commissioner's Meeting at 9:00am on August 22, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve for purchase, utilizing Act 13 funding, of a 2019 F-350 XL from New Holland Ford, New Holland, PA, price of \$38,983.00, CoStar Pricing for the County Maintenance Department.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve for purchase of a 2019 Expedition XL from New Holland Ford, New Holland, PA, price of \$42,140.00, CoStar Pricing, use of ACT 13 Funding for the County Probation Department.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of John Karakash to the of New Milford, from the part-time, union, position of Corrections Officer, to the open, full-time, non-union position of Corrections Sergeant, at the current rate of pay, benefits according to Government Mandated Requirements and the County Policy Manual, effective on August 8, 2018, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

- Recycling Center
- Clifford Fire Picnic

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:23 am.

ATTEST:

Martin Kane, Chief Clerk
CS-18-16
08-22-2018

Susquehanna County Commissioners

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the August 8, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to Commissioner's Meeting at 9:08a.m.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 08/08/2018 for \$103,948.97 for General Expenses
- Cash Disbursement Journal dated 08/13/2018 for \$360,000.00 for Fire and EMS Grant
- Cash Disbursement Journal dated 08/15/2018 for \$328,792.38 for General Expenses
- Cash Disbursement Journal dated 08/16/2018 for \$63,394.82 for Children & Youth
- Cash Disbursement Journal dated 08/17/2018 for \$10,918.86 for General Expenses
- EFTPS payment dated 08/23/2018 for \$69,062.61 for Federal Taxes
- EFTPS payment dated 08/23/2018 for \$8,806.07 for State Withholding Taxes
- EFTPS payment dated 08/23/2018 for \$1,276.96 for PA SCDU
- EFTPS payment dated 08/08/2018 for \$18,023.91 for Employee Retirement
- Cash Disbursement Journal dated 08/23/2018 for \$203,134.92 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Patty Leach, Assessment Office, Defensive Driving Course, Scranton, PA, September 11, 2018, Total Cost \$ 0.00, Cost to County \$0.00.
- Karen VanEtten, Children and Youth Services, Defensive Driving Course, Scranton, PA, September 11, 2018, Total Cost \$ 0.00, Cost to County \$0.00.
- Nicholas Conigliaro, Probation, Defensive Driving Course, Scranton, PA, September 11, 2018, Total Cost \$ 0.00, Cost to County \$0.00.
- Daulton Cavanaugh, Sheriff's Office, Defensive Driving Course, Scranton, PA, September 11, 2018, Total Cost \$ 0.00, Cost to County \$0.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the hiring of Jesse Pruitt, Hallstead, to the open, union-eligible position of Deputy Sheriff, effective August 13, 2018, \$13.50 per hour, 40 hours per week, six-month probationary period and benefits per the Court Related Bargaining Unit Contract and County Policy Manual, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept the resignation of Michael Rapisardi from the position of Corrections Officer, effective August 17, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Angelo Vitale from the position of IT Systems Administrator, effective August 17, 2018, per the recommendation of IT Director Stephen Janoski.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the hiring of Sydney Warner, Montrose, to the open, union-eligible position of Civil/Criminal Clerk, effective August 20, 2018, \$12.14 per hour, 40 hours per week, six-month probationary period and benefits per the Court Related Bargaining Unit Contract and County Policy Manual, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Cambria Ely from the position of Director of Domestic Relations, effective August 21, 2018, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the transfer of Michele Jerauld from the position of Assistant Director of Domestic Relations to the open full-time, non-union position of Director of Domestic Relations, \$49,500.00, with no scheduled increase for 2019, effective August 22, 2018, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the transfer of Linda Daly from the position of Intake Officer to the open full-time, union-eligible position of Case Intake Specialist, no change in rate of pay, effective August 23, 2018, 40 hours per week, six-month probationary period and benefits per the Court Appointed Bargaining Unit Contract and County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the transfer of Diana Snow from the position of Enforcement Officer to the open full-time, union eligible position of Enforcement Specialist/Court Liaison, no change in rate of pay, effective August 23, 2018, 37.5 hours per week, per the

recommendation of President Judge Jason Legg.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the transfer of Angela Holleran from the position of Conference Officer to the open full-time, union-eligible position of Establishment Specialist/Court Liaison, \$11.48 per hour, effective August 23, 2018, 40 hours per week, six-month probationary period and benefits per the Court Appointed Bargaining Unit Contract and County Policy Manual, per the recommendation of President Judge Jason Legg.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge with regret, the resignation of Terilyn Wickizer from the position of Financial Enforcement Officer, effective August 23, 2018, per the recommendation of President Judge Jason Legg.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Jerry Fassett Jr., Montrose, to the open, union-eligible, position of part-time Corrections Officer, effective August 27, 2018, \$14.23 per hour, varied hours, six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the following Tax Claim Bureau Exoneration Requests:
~Great Bend Township, parcel 070.00-2,008.00,001, in the name of Mark & Brenda Rudock, consisting of a trailer only, assessed at \$12,000.00. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer had been removed.

~Lathrop Township, parcel 240.00-1,007.00,007, in the names of John Glover & Michelle Bonczkiewicz, consisting of a trailer only. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer has been razed as of November 16, 2016.

~New Milford Township, parcel 111.00-1,016.00,001, in the name of Jamie Kelley, consisting of a trailer only. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer has been razed as of August 9, 2017.

~Hallstead Borough, parcel 031-19-1,083.00,001, in the name of Johna Marvin, consisting of a trailer only. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer has been removed.

~Liberty Township, parcel 047.00-1,044.00,007, in the name of Matthew R Brand, consisting of a trailer only. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer has been removed.

~Lathrop Township, parcel 240.00-1,080.01,001, in the name of Tony Younica, consisting of a trailer only. Assessment sent notification on August 6, 2018 to Tax Claim Bureau that the trailer has been removed.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Youth House for the term of July 1, 2018 through June 30, 2019, inclusive, for the following programs only: Shelter Care - Certificate #211520 – SL \$180.00 per diem.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve a Change Order in the amount of \$165,075.00 with C&D Waterproofing for Court House Cornice Cladding, Cast Column Tops, Sill Flashing, Lower Banding/Moulding Replacement, Brick Power Washing and Sealing, and Dome Coating.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve purchase of the Unisyn Open Elect Voting System from Election IQ, Akron, Ohio for a purchase price of \$265,215.00 pending legal review and approval by County Solicitor.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open and award following the review of the Solicitor and Engineering firm, sealed bids for Susquehanna County Office Building Partial Roof Replacement Project.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

| | |
|---------------------------|-------------|
| ~C & D Waterproofing | \$78,441.00 |
| ~Dunmore Roofing & Supply | \$79,533.00 |
| ~DA Nolt | \$83,927.00 |

Public Comment
~Flood Damage
~Disaster Recovery Center

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:31am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-17
09-12-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Kevin Brewster – Maintenance – 20 years
Patrick Castiglione– Maintenance – 20 years

Motion by Commissioner Warren to approve the minutes of the August 22, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to Commissioner's Meeting at 9:02 a.m.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 08/23/2018 for \$484,430.99 for General Expenses
 - Cash Disbursement Journal dated 08/28/2018 for \$216,292.61 for General Expenses
 - Cash Disbursement Journal dated 08/31/2018 for \$17,187.59 for General Expenses
 - Cash Disbursement Journal dated 09/04/2018 for \$695.16 Jury Expenses
 - Cash Disbursement Journal dated 09/05/2018 for \$64,738.21 for General Expenses
 - Cash Disbursement Journal dated 09/06/2018 for \$194,568.33 for General Expenses
 - Cash Disbursement Journal dated 09/07/2018 for \$8,761.90 for General Expenses
 - EFTPS payment dated 09/05/2018 for \$70,713.79 for Federal Taxes
 - EFTPS payment dated 09/05/2018 for \$8,964.28 for State Withholding Taxes
 - EFTPS payment dated 09/05/2018 for \$1,276.96 for PA SCDU
 - EFTPS payment dated 09/05/2018 for \$18,307.61 for Employee Retirement
 - Cash Disbursement Journal dated 09/05/2018 for \$203,445.39 for Net Wages
- Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Stephen Janoski, IT Department, CCAP PACyberSafe – IT Security, September 10-11, 2018, Harrisburg, PA, Total Cost \$285.00, Cost to County \$285.00.
 - Kiana Lavery, GIS, NENA Conference – Statewide Aerial Imaging, September 13, 2018, State College, PA, Total Cost \$260.54, Cost to County \$260.54
 - Robert Hyde, Patricia Leach, Samantha Wickizer, Assessment Office, Chapter Meeting, September 14, 2018, Jessup, PA, Total Cost \$90.00, Cost to County \$90.00.
 - Marysa Edwards-Ball, Sarah Snee, Raymond Totten and Chad Weaver, Children and Youth Services, #315 Writing Skills for Case Documentation, Pittston, PA, September 20, 2018, Total Cost \$48.00, Cost to County \$9.60.
 - Sarah Snee, Ray Totten, Kim Harshaw, Marysa Edwards-Ball, Children and Youth Services, #102 Supporting Families in Using Critical Thinking Skills, Pittston, PA, September 26, 2018, Total Cost \$48.00, Cost to County \$9.60.
 - Stephen Janoski, IT Department, CCAP Cybersecurity Summit – IT Security, October 1, 2018, Harrisburg, PA, Total Cost \$285.00. Cost to County \$285.00.
 - Scott Aylesworth and Ralph Schwartz, Emergency Management, Keystone Emergency Preparedness Conference, October 21-23, 2018, Altoona, PA, Total Cost \$530.00, Cost to County \$530.00.
 - Jeffrey Shoemaker, Probation, Pennsylvania DUI Association's 39th Annual Meeting, November 7-8, 2018, Lancaster, PA, Total Cost \$669.00, Cost to County \$669.00.
- Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Patrick Moritzkat from the position of Part-Time Corrections Officer to the open, union-eligible position of Full-Time Corrections Officer effective August 17, 2018, \$14.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and acknowledge the termination of Joshua Diddick, from the non-union part-time position of County Detective in support of the Susquehanna County Drug Task Force, effective August 24, 2018, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Ashley Corbin, New Milford, to the open, union-eligible position of Part-Time Corrections Officer, effective August 30, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge the resignation of Mark Mulvey from the non-union position of County Detective/School Resource Officer (SRO), Forest City Regional School District, effective August 31, 2018 per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge the resignation of Mark Mulvey from the position of Task Force Detective effective August 31, 2018 per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and accept the resignation of Brandon Swift from the position of Full-Time Corrections Officer, effective September 1, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Jerry Fassett Jr. from the position of Part-Time Corrections Officer to the open, union-eligible position of Full-Time Corrections Officer effective September 1, 2018, \$14.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and accept, with regret, the resignation of Linda Posaski from the position of Full-Time Corrections Officer, effective September 2, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Olivia Laudeman from the position of Part-Time Corrections Officer to the open, union-eligible position of Full-Time Corrections Officer effective September 2, 2018, \$14.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and accept the resignation of Christopher Zawiski from the position of Full-Time Corrections Officer, effective September 3, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Matthew Snow from the position of Part-Time Corrections Officer to the open, union-eligible position of Full-Time Corrections Officer effective September 3, 2018, \$14.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and accept, with regret, the resignation of Todd Latzko from the position of Recycling Materials Sorter, effective September 6, 2018, per the recommendation of Recycling Coordinator Jen Hibbard.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Vincent Chiamonte, Susquehanna, to the open, union-eligible position of Part-Time Corrections Officer, effective September 6, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Shane Neal, New Milford, to the open, union-eligible position of Part-Time Corrections Officer, effective September 6, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and acknowledge the hiring of Kaelin Payne, Susquehanna, to the union-eligible, full-time position of Enforcement Specialist, \$11.48 per hour, 40-hours per week, effective September 6, 2018, six-month probationary period and benefits per the Court Appointed Bargaining Unit Contract and County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the hiring of James Churco, Brackney, to the open, union-eligible position of Part-Time Corrections Officer, effective September 13, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the transfer of Michael Keogh from the full-time, non-union position of IT Technician, to the full-time, non-union position of Senior IT Technician, 40 hours per week, \$16.83 per hour, effective September 13, 2018, six-month probationary period and benefits per the County Policy Manual, per the recommendation of Director of IT Stephen Janoski.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the hiring of Kelsea Cobb, New Milford, to the open, union-eligible position of Part-Time Corrections Officer, effective September 17, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of John Nagy from the part-time union position of 911 Telecommunicator to the open full-time, union eligible position of 911 Telecommunicator, 40 hours per week, \$17.83 per hour, effective October 1, 2018, six-month probationary period and benefits per the Residual Bargaining Unit Contract and County Policy Manual, per the recommendation of the Director of Public Safety / 911 Coordinator Bruce Butler.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve Proclamation 2018-13 – Proclaiming September 2018 as Suicide Prevention Month.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve Proclamation 2018-14, Proclaiming September 2018 as Recovery Month.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to enter into a Memorandum of Understanding between the District Attorney's Office, Elk Lake School District, and Susquehanna County to establish procedures for School Resource Officer.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the following Tax Claim Bureau Exoneration Request:

~Liberty Township, Parcel 047.00-1,044.00,017 in the name of Matt Brand, consisting of a trailer only. Assessment sent notification on August 21, 2018 to Tax Claim Bureau that the trailer has been removed.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to advertise for bids for the sale of an Energy Dynamics Power Systems Generator, Model Number 432S1268.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to enter an agreement with Greenman-Pedersen Inc., Scranton, for Survey and Engineering Services for the Courthouse Curb Ramp Project at a cost of \$4,900.00.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve Change Order to the Clock Tower project in the amount of \$46,464.00, with C&D Waterproofing for additional attic lighting, roof floodlights, branch circuitry, power feed, complete roof ice and gutter de-ice system, and roof penetration flashing.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to enter an agreement with Greenman-Pedersen Inc., Scranton, for Survey and Engineering Services for the Susquehanna County Prison Roof Replacement Project at a cost of \$22,100.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Note: Bid for Susquehanna County Office Building Partial Roof Replacement Project has been awarded to C&D Waterproofing for an amount of \$78,441.00.

Public Comment

~Attic Lighting

~Penn Dot – Route 29

~Endless Mountain Heritage Region

~Comprehensive Plan

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:18 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-18
09-26-2018

Commissioner Hall called the Meeting to order at 9:00am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the September 12, 2018 Commissioners' Meeting with a revision to Motion #21, due to clerical error, to remove "per the Residual Bargaining Unit Contract".

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 09/12/2018 for \$350,320.92 for General Expenses
 - Cash Disbursement Journal dated 09/14/2018 for \$28,673.32 for General Expenses
 - Cash Disbursement Journal dated 09/18/2018 for \$402,557.77 for General Expenses
 - Cash Disbursement Journal dated 09/18/2018 for \$38,693.26 for General Expenses
 - Cash Disbursement Journal dated 09/24/2018 for \$97.00 for General Expenses
 - EFTPS payment dated 09/19/2018 for \$72,800.81 for Federal Taxes
 - EFTPS payment dated 09/19/2018 for \$9,200.21 for State Withholding Taxes
 - EFTPS payment dated 09/19/2018 for \$1,308.34 for PA SCDU
 - EFTPS payment dated 09/19/2018 for \$18,590.80 for Employee Retirement
 - Cash Disbursement Journal dated 09/19/2018 for \$212,247.54 for Net Wages
- Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- ~Thomas Prince, 911 Center, Emergency Medical Dispatch Course, Auburn, NY, October 4-6, 2018, Total Cost \$957.00, Cost to County \$957.00.
- ~Elizabeth Arnold, Commissioner, CCAP – Legal Issues and Risk Management Course, Harrisburg, PA, October 4-5, 2018, Total Cost \$578.67, Cost to County \$578.67.
- ~Michelle Graziano and Elizabeth Karpov, Children and Youth, PCYA Quarterly Meeting, Lancaster, PA, October 9-12, 2018, Total Cost \$1,348.00, Cost to County \$269.68.
- ~Linda Labarbera, Public Defender, The Law of Guns in Pennsylvania 2018, Montrose, PA, October 22, 2018, Total Cost \$279.00. Cost to County \$0.00.
- ~Jolene Kelly, Joseph Parise, Kim Harshaw and Raymond Totten, Children and Youth, #400 Caseworker Safety and Responsiveness in Child Welfare, Scranton, PA, October 25, 2018, Total Cost \$48.00, Cost to County \$9.60.
- ~Robert Hyde, Patricia Leach, Matthew Higgins V, Samantha Wickizer, Assessment, 2018 AAP Fall Conference, Pocono Manor, PA, November 15-16, 2018, Total Cost \$2,678.28, Cost to County \$2,678.28.
- ~Alan Hall, Commissioner, CCAP Conference, Hershey, PA, November 18-20, 2018, Total Cost \$620.68, Cost to County \$620.68.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the transfer of Brandon Casey from Part-Time Corrections Officer to Full-Time Corrections Officer, \$14.23 per hour, 40 hours per week, with benefits per the Jail Bargaining Unit Contract and County Policy Manual, effective August 9, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the assignment of Jessica Chiamonte, Susquehanna, as County Detective/Substitute School Resource Officer, effective September 26, 2018. In the event that the appointed SRO is unavailable for any reason, a substitute SRO may be assigned by the District Attorney's Office, paid at the same per diem rate. The school district shall pay to Susquehanna County 100% of the substitute County Detective / SRO's salary, plus the cost of taxes and pension and other benefit costs, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to remove Chief Detective John Oliver and Detective Justin Sprout from assignment as substitute School Resource Officers effective September 26, 2018, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the purchase of a 2018 Kubota RTVX1100CWL Utility Vehicle from Timberline Lawn and RV, Montrose, for a price of \$26,038.02, National Joint Powers Association pricing.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the purchase of 1 - Eaton 91N7N Uninterrupted Power Supply from N1 Critical Technologies, Inc., Janesville, WI, for a price of \$20,312.00 for Information Technology Department.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proclamation 2018-15 designating September as Hunger Action Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proclamation 2018-16 designating October 7-13, 2018 as 4-H Week.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The October 10, 2018 Commissioners' Meeting has been rescheduled for October 11, 2018 at 9:00 am in the Commissioners' Meeting Room.

Public Comment

- ~SRO
- ~Flood Damage
- ~Candle Light Vigil for Suicide Awareness

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:24am.

ATTEST:

Rachel Carrico, Deputy Chief Clerk

Susquehanna County Commissioners

CS-18-19
10-11-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

| | | |
|--------------|-------------|----------|
| Lewis Towner | Maintenance | 5 years |
| Amy Curley | Courts | 20 years |

Motion by Commissioner Arnold to approve the minutes of the September 26, 2018 Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 09/27/2018 for \$407,310.21 for General Expenses
- Cash Disbursement Journal dated 10/02/2018 for \$114,323.17 for General Expenses
- Cash Disbursement Journal dated 10/03/2018 for \$29,986.41 for General Expenses
- Cash Disbursement Journal dated 10/04/2018 for \$12,871.21 for General Expenses
- Cash Disbursement Journal dated 10/04/2018 for \$93,154.55 for Children and Youth
- Cash Disbursement Journal dated 10/05/2018 for \$638.74 for Jury Expenses
- EFTPS payment dated 10/03/2018 for \$71,099.74 for Federal Taxes
- EFTPS payment dated 10/03/2018 for \$9,032.42 for State Withholding Taxes
- EFTPS payment dated 10/03/2018 for \$1,498.96 for PA SCDU
- EFTPS payment dated 10/03/2018 for \$18,203.17 for Employee Retirement
- Cash Disbursement Journal dated 10/03/2018 for \$205,178.97 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- ~Bruce Butler, Nancy Tator, Ryan Tator, Kiana Lavery and Carol Ainey, Public Safety, Keeping Children Safe: Suicide and Human Trafficking, Montrose Bible Conference, November 1, 2018, Total Cost \$150.00, Cost to County \$150.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the termination of Shane Neal from the part-time position of Corrections Officer, effective October 3, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the hiring of Amberly Warner, Susquehanna, to the union-eligible, full-time position of Establishment Specialist/Court Liaison, effective October 9, 2018, \$11.48 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit Contract and County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the transfer of Matthew Ochse from the position of Full-Time Corrections Officer to the open, union-eligible position of Part-Time Corrections Officer, effective October 9, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the transfer of Vincent Chiamonte from the position of Part-Time Corrections Officer to the open, union-eligible position of Full-Time Corrections Officer, effective October 9, 2018, \$14.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Colton Lacks, Binghamton, NY, to the non-union, full-time position of Information Technology Technician, effective October 25, 2018, \$15.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of IT Director Stephen Janoski.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the transfer of Donald MacRae from County Detective/Substitute SRO to the non-union position of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, not to exceed

\$29,760.00 per year, six months probationary period, with benefits according to the government-mandated requirement, effective August 23, 2018, per the current Memorandum of Understanding between The District Attorney's Office of Susquehanna County, The Elk Lake School District, and The County of Susquehanna. This position is assigned to the Elk Lake School District and Susquehanna County receives 100% salary and benefits reimbursement for same. This position shall remain as long as funding for the same remains available, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the transfer of John Bradley from County Detective/Substitute SRO to the non-union position of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, not to exceed \$29,760.00 per year, six months probationary period, with benefits according to the government-mandated requirement, effective August 23, 2018, per the current Memorandum of Understanding between The District Attorney's Office of Susquehanna County, The Forest City School District, and The County of Susquehanna. This position is assigned to the Forest City School District and Susquehanna County receives 100% salary and benefits reimbursement for same. This position shall remain as long as funding for the same remains available, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the agreement between Susquehanna County Children and Youth Services and CWIS Data Sharing Agreement for the Federal Fiscal Year 2019-2020.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the Assurance of Compliance/Participation agreement between Susquehanna County and State of Pennsylvania Office of Children, Youth and Families for the Federal Fiscal Year 2019-2020.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the 2018 Susquehanna County Emergency Operations Plan.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the 2018 Susquehanna County COOP-COG Plan.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve and adopt Resolution 2018-06 Susquehanna County Hazard Mitigation Plan effective October 11, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution 2018-07, Authorizing the Revision of the County's FFY 2016 Community Development Block Grant Program.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution 2018-08, Fair Housing.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proclamation 2018-17 October 2018 as Bullying Prevention Awareness Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proclamation 2018-18 October as Domestic Violence Awareness Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the 2019 Holiday Schedule.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for the following vehicles: 2001 Dodge Durango, 2003 Saturn Ion, 2003 Hyundai 2-door coupe, 2008 Jeep Liberty and a 2012 Ford Raptor.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for the sale of Energy Dynamics Power Systems Generator, Model Number 432S1268.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

- Eric Corbin - \$1,820.00
- DeNaples Auto Parts, Inc. - \$800.00
- J&R Electric and Alarm, Inc. - \$2,010.00

Public Comment:

- COOP-COG Plan
- PennDot/Road Conditions
- Gas Tax

Motion by Commissioner Warren to close the Commissioners' Meeting.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:26 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

2019 Holiday Schedule

| | |
|--------------------------|------------------------|
| New Year's Day | Tuesday, January 1 |
| Presidents' Day | Monday, February 18 |
| Good Friday | Friday, April 19 |
| Memorial Day | Monday, May 27 |
| Independence Day | Thursday, July 4 |
| Labor Day | Monday, September 2 |
| Columbus Day | Monday, October 14 |
| Veterans' Day | Monday, November 11 |
| Thanksgiving Day | Thursday, November 28 |
| Day after Thanksgiving | Friday, November 29 |
| Christmas Day | Wednesday, December 25 |
| *County Floating Holiday | Thursday, December 26 |
| *County Floating Holiday | Friday, December 27 |

Floating County Holidays are not applicable to the County Prison Bargaining Unit employees

CS-18-20
10-24-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the October 11, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to Commissioner's Meeting at 9:03 a.m.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 10/11/2018 for \$271,641.13 for General Expenses
- Cash Disbursement Journal dated 10/16/2018 for \$51,888.34 for Children and Youth
- Cash Disbursement Journal dated 10/17/2018 for \$148,207.05 for General Expenses
- Cash Disbursement Journal dated 10/22/2018 for \$2,183.18 for Jury Expenses
- EFTPS payment dated 10/18/2018 for \$74,396.09 for Federal Taxes
- EFTPS payment dated 10/17/2018 for \$9,397.41 for State Withholding Taxes
- EFTPS payment dated 10/17/2018 for \$1,498.96 for PA SCU
- EFTPS payment dated 10/17/2018 for \$18,902.29 for Employee Retirement
- Cash Disbursement Journal dated 10/17/2018 for \$216,917.52 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

~MaryAnn Warren, Commissioner, National Family Week, Wilkes-Barre, PA, October 26, 2018, Total Cost \$30.00, Cost to County \$30.00.

~John Lester, Juvenile Probation, Juvenile Court Judges' Commission Conference, Harrisburg, PA, November 7-9, 2018, Total Cost \$553.90, Cost to County \$553.90.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Felipe Montano, Binghamton, NY, to the open position of part-time Corrections Officer, effective October 25, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits per the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to accept, with regret, the retirement of Eleanor Kurosky, Deputy Planning Director, effective November 1, 2018, per the recommendation of Planning Director Robert Templeton.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Richard Stevens from the position of Sheriff's Deputy, effective November 2, 2018, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept the resignation of Crystal Bender from the position of Part-Time Corrections Officer, effective November 2, 2018, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Nancy Tator, Gibson, PA, from the full-time, non-union position of 911 Training and Quality Assurance Supervisor, to the full-time, non-union position of Deputy Director of Public Safety / 911 Training and Quality Assurance Supervisor, salary of \$45,000, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective October 24, 2018, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Ryan Tator, Montrose, PA, from the full-time, non-union position of 911 Operations Systems Manager, to the full-time, non-union position of Deputy Director of Public Safety / 911 Operations / Systems Manager, salary of \$45,000, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective October 24, 2018, per the

recommendation of Bruce Butler, Director of Public Safety/911 Coordinator. Second
Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution # 2018-09 authorizing Section 504 Officer and Process for Grievance stating that no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution # 2018-10 authorizing Susquehanna County Housing Redevelopment Authority to file an Application on behalf of the County to use the County's FFY 2018 Entitlement Program allocation of \$254,298 for Sidewalks, Employment Training, and Housing Rehabilitation. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution # 2018-11 authorizing the Minority Business Enterprise Plan and Statement of Goals to promote the opportunity for full participation by socially and economically disadvantaged persons in all housing and community development programs receiving funds from the Pennsylvania Department of Community and Economic Development. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Resolution # 2018-12 implementing the Residential Anti-displacement and Relocation Assistance Plan assuring that if the County is demolishing vacant or occupiable housing units with CDBG funds, that the County will replace them to provide affordable units. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to re-appoint Joe Andre and John Kameen to a 3 year term on the Susquehanna County Economic Development Advisory Board beginning January 1, 2019 and ending December 31, 2021. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign an Agreement with Avanco International, Inc., Fairfax, VA, in order to receive a settlement payment in the amount of \$2,462.69 for security violations in the Child Accounting and Profile System (CAPS). Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify advertising for bids for the redesign of the County website. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proposal for Professional Services for Susquehanna County Municipal Solid Waste Management Plan Revisions and Update by Nestor Resources, Inc, Valencia, PA for a cost of \$61,760. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: The Susquehanna County Proposed Budget for 2019 will be available for public review effective October 24, 2018. The Proposed Budget will be considered for adoption at the Commissioners' meeting on November 28, 2018.

Public Comment

- Solid Waste Advisory Committee
- Interfaith Flood Assistance
- Leonard Bartkus – 50 Years as Township Supervisor to Gibson Township, Susquehanna County.
- PennDot 1-800-Fix Road

Motion by Commissioner Warren to close the Commissioners' Meeting. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:22 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-21
11-14-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

| | | |
|------------------|-------------|----------|
| Lewis Towner | Maintenance | 5 years |
| David Fredendall | Maintenance | 5 years |
| Wanda Travis | Tax Claim | 20 years |

Motion by Commissioner Warren to approve the minutes of the October 24, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Public Hearing for the Susquehanna County Comprehensive Plan at 9:01 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to Commissioner's Meeting at 9:03 a.m.

Motion by Commissioner Warren to adopt Resolution 2018-18 approving the updated Susquehanna County Comprehensive Plan.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to recess the Commissioners' meeting and open the Salary Board meeting at 9:04 a.m.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:06 a.m.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 10/24/2018 for \$468,356.02 for General Expenses
- Cash Disbursement Journal dated 10/25/2018 for \$21,464.63 for General Expenses
- Cash Disbursement Journal dated 10/29/2018 for \$33,390.95 for General Expenses
- Cash Disbursement Journal dated 10/31/2018 for \$3,925.00 for Election Expenses
- Cash Disbursement Journal dated 10/31/2018 for \$219,586.88 for General Expenses
- Cash Disbursement Journal dated 11/02/2018 for \$70,919.68 for Children and Youth
- Cash Disbursement Journal dated 11/06/2018 for \$24,952.20 for General Expenses
- Cash Disbursement Journal dated 11/08/2018 for \$122,676.53 for General Expenses
- EFTPS payment dated 10/31/2018 for \$73,480.26 for Federal Taxes
- EFTPS payment dated 10/31/2018 for \$9,310.52 for State Withholding Taxes
- EFTPS payment dated 10/31/2018 for \$1,498.96 for PA SCDU
- EFTPS payment dated 10/31/2018 for \$18,453.62 for Employee Retirement
- Cash Disbursement Journal dated 10/31/2018 for \$215,647.45 for Net Wages
- EFTPS payment dated 11/14/2018 for \$71,939.06 for Federal Taxes
- EFTPS payment dated 11/14/2018 for \$9,235.62 for State Withholding Taxes
- EFTPS payment dated 11/14/2018 for \$1,498.96 for PA SCDU
- EFTPS payment dated 11/14/2018 for \$18,497.94 for Employee Retirement
- Cash Disbursement Journal dated 10/31/2018 for \$210,685.84 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- ~Scott Aylesworth and Ralph Schwartz, Emergency Management, PEMA Eastern Area Orientation/Duties and Responsibilities Course, Hamburg, PA, October 9, 2018, Total Cost \$24.00, Cost to County \$24.00.
- ~Lisa Vail, Probation, Keeping Children Safe: Suicide and Human Trafficking, Montrose Bible Conference, November 1, 2018, Total Cost \$35.00, Cost to County \$35.00.
- ~ Scott Aylesworth and Ralph Schwartz, Emergency Management, PEMA Headquarters Orientation, Harrisburg, PA, November 13, 2018, Total Cost \$24.00, Cost to County \$24.00.
- ~Linda Daly, Domestic Relations, Lean Sigma, Nanticoke, PA, 10/31, 11/7, 11/14, and 11/28, 2018, Total Cost \$360.00, Cost to County \$0.00.
- ~Sarah Proof, Assessment, AAP Fall Conference, Pocono Manor, PA, November 15-16 2018, Total Cost \$658.82, Cost to County \$658.82.
- ~Elizabeth Arnold, Commissioner, CCAP Fall Conference, Hershey, PA, November 18-20, 2018, Total Cost \$605.08, Cost to County \$605.08.
- ~Ralph Schwartz, Emergency Management, ICS-EOC Interface Workshop, Harrisburg, PA, November 29, 2018, Total Cost \$225.00, Cost to County \$225.00.

~Robert Hyde, Samantha Wickizer, Patricia Leach and Matthew Higgins V, Assessment, Basic Tax Assessment Mathematics, Jessup, PA, December 7, 2018, Total Cost \$90.00, Cost to County \$90.00.

~Elizabeth Arnold, Commissioner, Fiscal Management Strategies for Local Government Officials, Wilkes-Barre, PA, December 11, 2018, Total Cost \$133.59, Cost to County \$133.59. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the termination of Thomas Prince from the position of 911 Telecommunicator/Dispatcher, effective October 26, 2018, per the recommendation of Director of Public Safety/911 Coordinator Bruce Butler. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept the resignation of Matthew Ochse from the position of Part-Time Corrections Officer, effective October 28, 2018, per the recommendation of Warden Mark Shelp. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and approve the hiring of James Wetherill, Montrose, to the open, union-eligible position of Part-Time Corrections Officer, effective November 13, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation Warden Mark Shelp. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Karissa Chamberlain, Susquehanna, to the open position of Part-Time Temporary Real Estate / Civil / Criminal Clerk, effective November 15, 2018, \$12.14 per hour, no more than three days per week, with a six-month probationary period and no benefits, per the recommendation of Sheriff Lance Benedict. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for Refuse Service. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for the sale of a STRICK brand tandem axle trailer. 43 feet long and 8 feet wide as is where is. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to advertise for bids for a 2013 - Ford E450 as is where is. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-13 Authorizing the Filing of a Proposal for Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds in the amount of \$900,000.00 for New Housing Construction for Susquehanna County Housing and Redevelopment Authority. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-14 Authorizing the Filing of a Proposal for Pennsylvania Affordability and Rehabilitation Enhancement Funds in the amount of \$627,000 for Down payment Assistance and Rehabilitation for Trehab. Second Commissioner Arnold. Ayes: Commissioner Arnold and Warren. Commissioner Hall Abstained. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-15 Entering into a Cooperation Agreement with the Susquehanna County Housing/Redevelopment Authority for Administration of the Pennsylvania Housing Affordability and Rehabilitation Enhancement Program. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-16 Entering into a Cooperation Agreement with Trehab for Administration of the Pennsylvania Housing Affordability and Rehabilitation Enhancement Program. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2018-17 Authorizing the Filing of a Proposal for Pennsylvania Housing Affordability and Rehabilitation Funds in the amount of \$124,000 for Rental and Utility Assistance. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve Proclamation 2018-19 Designating November 15, 2018 as America Recycles Day. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter into a Full Planned Annual Maintenance Agreement with Thompson & Johnson Equipment Co., Inc., Syracuse NY for scheduled services on (2) Recycling Center Toyota forklifts and (1) clamp truck for a total cost of \$2,296.50.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve a Change Order in the amount of \$712.00 for NG to LP Conversion Kits with William H. Lane for the Maintenance Building.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to purchase a Virtual Appliance with Installation and Support from Shadow Technologies for \$11,846.50 to be used in support of the Storage Area Network.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for the following vehicles: 2001 Dodge Durango, 2003 Saturn Ion, 2003 Hyundai 2-door coupe, 2008 Jeep Liberty and a 2012 Ford Raptor.

2012 Ford Raptor – Mr. Donald Watkins, \$12,100.00

2008 Jeep Liberty – Ms. Penny Hawley, \$628.00

Remaining bids were not accepted due to insufficient bid amounts.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sell the remaining vehicles for current scrap value.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to withdraw the motion to enter into a Full Planned Annual Maintenance Agreement with Thompson & Johnson Equipment Co., Inc., Syracuse NY for scheduled services on (2) Recycling Center Toyota forklifts and (1) clamp truck for a total cost of \$2,296.50 due to insufficient information.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

~Special Election Board Meeting – I voted stickers

Motion by Commissioner Warren to enter into a Full Planned Annual Maintenance Agreement with Thompson & Johnson Equipment Co., Inc., Syracuse NY for scheduled services on (2) Recycling Center Toyota forklifts and (1) clamp truck for a total cost of \$2,296.50.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:35 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-22
11-28-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the November 14, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 11/14/2018 for \$166,156.30 for General Expenses
- Cash Disbursement Journal dated 11/15/2018 for \$31,603.00 for Election Expenses
- Cash Disbursement Journal dated 11/16/2018 for \$61,828.05 for Children and Youth
- Cash Disbursement Journal dated 11/20/2018 for \$5,586.03 for General Expenses
- Cash Disbursement Journal dated 11/20/2018 for \$629,761.75 for General Expenses
- EFTPS payment dated 11/28/2018 for \$76,100.25 for Federal Taxes
- EFTPS payment dated 11/28/2018 for \$9,577.32 for State Withholding Taxes
- EFTPS payment dated 11/28/2018 for \$1,498.96 for PA SCDU
- EFTPS payment dated 11/28/2018 for \$19,164.18 for Employee Retirement
- Cash Disbursement Journal dated 11/28/2018 for \$220,554.79 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Arnold to ratify or approve the following seminar requests and/or payment for seminar requests:

~Alan Hall, Commissioner, Northeast Roundtable-Protecting and Restoring Local Waterways, November 14, 2018, Pottsville, PA, Total Cost \$0.00, Cost to County \$0.00.

Second Commissioner

~Matthew Granick, Sheriff's Office, Crisis Intervention Training, December 10-14, 2018, Factoryville, PA, Total Cost \$0.00, Cost to County \$0.00.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of April Hansen, New Milford, to the open, union-eligible position of Part-Time Corrections Officer, effective December 6, 2018, \$14.23 per hour, varied hours, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and County Policy Manual, per the recommendation Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to adopt the 2019 Susquehanna County Budget in the amount of \$37,982,059.56.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Arnold to set the millage for the year 2019 for Susquehanna County as follows: 10.5 mills for General Real Estate for the General Fund and .33 mills for the Library Fund. The total millage for Real Estate is 10.83 mills.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to enter into a Maintenance Agreement with Guyette Communications Industries, Plymouth, PA for maintenance on SV9100 Telephone System for \$412 per month for the period December 1, 2018 to November 30, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to appoint the following to the Susquehanna County Conservation Board of Directors:

Jack McKee, Montrose – Farmer Director – for a term of January 1, 2019 - December 31, 2022.

Lillian Theophanis, Friendsville – Public Director – for a term of January 1, 2019 - December 31, 2022.

Commissioner Warren - Commissioner Director – for a term of January 1, 2019 - December 31, 2019.

Motion did not carry. Recommendation to amend the motion .

Motion by Commissioner Warren to amend Motion #8 to vote separately for each Director.

Jack McKee, Montrose – Farmer Director – for a term of January 1, 2019 - December 31, 2022.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Lillian Theophanis, Friendsville – Public Director – for a term of January 1, 2019 - December 31, 2022.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Warren - Commissioner Director – for a term of January 1, 2019 - December 31, 2019.

Second Commissioner Hall. Ayes: Hall and Warren. Commissioner Arnold Naye. Motion Carried.

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for Webpage design.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Note: One bid received and rejected.

Motion by Commissioner Warren to re-advertise for Webpage Design.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Public Comment:

*NG Advantage Springville Compressor Station

*Road Repairs

*PEMA/FEMA Funding

*ACT 13

*Investments

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:27 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-24
12-12-2018

Commissioner Hall called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

| | | |
|-----------------|-----------------------|----------|
| Joann Henry | Recycling Center | 5 years |
| Sherri St Clair | Correctional Facility | 5 years |
| Diana Roszel | Children and Youth | 15 years |
| Sharon Whitney | Register and Recorder | 20 years |

Motion by Commissioner Warren to approve the minutes of the November 28, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the minutes of the November 29, 2018 Special Meeting, Salaries for Elected Officials.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 11/28/2018 for \$103,493.34 for General Expenses
- Cash Disbursement Journal dated 11/29/2018 for \$41,551.46 for General Expenses
- Cash Disbursement Journal dated 11/29/2018 for \$741.20 for Jury Expenses
- Cash Disbursement Journal dated 12/4/2018 for \$16,280.86 for General Expenses
- Cash Disbursement Journal dated 12/4/2018 for \$84,167.63 for Children and Youth
- Cash Disbursement Journal dated 12/5/2018 for \$385,470.83 for General Expenses
- EFTPS payment dated 12/12/2018 for \$73,998.27 for Federal Taxes
- EFTPS payment dated 12/12/2018 for \$9,432.66 for State Withholding Taxes
- EFTPS payment dated 12/12/2018 for \$1,481.42 for PA SCDU
- EFTPS payment dated 12/12/2018 for \$19,219.02 for Employee Retirement
- Cash Disbursement Journal dated 12/12/2018 for \$214,545.27 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

~Mark Darmofal, Criminal Law Update, November 28, 2018, Montrose, PA, Total Cost \$249.00, Cost to County \$249.00.

~Scott Aylesworth and Ralph Schwartz, NEPA VOAD, December 11, 2018, Monroe County EMA, Total Cost \$24, Cost to County \$24.

~Michelle Graziano and Elizabeth Karpov, PCYA Quarterly Meeting, January 15-19, 2019, State College, PA, Total Cost \$1,218, Cost to County \$243.60.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the termination of Colton Lacks, IT Technician, effective November 30, 2018 per the recommendation of IT Director Stephen Janosk.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the retirement of Kevin Brewster, Maintenance and Utility Tech Crew Chief, effective December 31, 2018 per the recommendation of Maintenance Department Head Dennis Landis.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve purchase, utilizing Act 13 funding, of a 2019 Police Utility Interceptor AWD from New Holland Ford, New Holland, PA, price of \$36,921.00, CoStar Pricing for the County Sheriff Department.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to amend Resolution 2018-14, Resolution Authorizing the Filing of a Proposal for Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds by adding "including Rehabilitation" to para. #3.

Second Commissioner Arnold. Ayes: Commissioner Arnold and Commissioner Warren. Abstained: Commissioner Hall. Motion Carried.

Motion by Commissioner Warren to re-appoint John Ramsay and Katherine Shelly and appoint Matthew Curley to the Susquehanna County Planning Commission effective January 1, 2019 through December 31, 2022 per recommendation of the Commission.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to raise the fee for filing Clean & Green applications from \$40.00 per application to \$50.00 per application effective January 1, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign a month-to-month lease with the Susquehanna County Conservation District for rent at 88 Chenango St. at a monthly rate of \$1,250.00 effective January 1, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Comment: Commissioner Warren Abstained from vote at District Meeting to vote at the Commissioner Meeting today.

Motion by Commissioner Warren to approve the 2019 Miscellaneous Compensation Schedule effective January 1, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the revised Fee Schedule for Services for the Susquehanna County Coroner's Office effective December 22, 2018 per the recommendation of Coroner Anthony Conarton.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a Planned Maintenance Agreement with BE Equipment, Inc., Quakertown, for bi-annual service on Recycling Center Titan Baler and EnduraVeyor Conveyor at a rate of \$1,225 per visit.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter an agreement with Constellation Energy, Baltimore, Maryland for purchase of all energy requirements at a rate of 0.05705/kwh for the period of 12/12/2018 to 12/27/2022.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify advertising for bids for County Excavating Services in regards to bridge repair, restoration, maintenance, Dam repair, dam restoration, maintenance and other County projects for the period January 1, 2019 to December 31, 2020.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for Refuse Service.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: Bids were received from Joe's Disposal, Hallstead, and Waste Management, Dunmore, PA
Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for the sale of a Strick brand tandem axle trailer. 43 feet long and 8 feet wide.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept the lone Bid from DeNaples, Inc., Scranton, of \$800 for the Strick trailer.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for the sale of a 2013 - Ford E450.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: Bids were received from Sam Cosmello, New Milford, \$401.00, and DeNaples Inc., Scranton, \$850.00.

Motion by Commissioner Warren to accept the Bid from DeNaples, Inc., Scranton, of \$850 for the 2013-Ford E450.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried

Public Comment:

*Road Repairs and closures

*Conservation District restructuring

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:22 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners

CS-18-25
12-26-2018

Commissioner Hall called the Meeting to order at 9:00 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to approve the minutes of the December 12, 2018 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:00 a.m.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:04 a.m.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 12/11/2018 for \$153,847.16 for General Expenses
- Cash Disbursement Journal dated 12/14/2018 for \$12,143.33 for General Expenses
- Cash Disbursement Journal dated 12/17/2018 for \$88,729.11 for Children and Youth
- Cash Disbursement Journal dated 12/20/2018 for \$39,712.07 for General Expenses
- Cash Disbursement Journal dated 12/20/2018 for \$507,132.77 for General Expenses
- EFTPS payment dated 12/26/2018 for \$71,359.01 for Federal Taxes
- EFTPS payment dated 12/26/2018 for \$9,147.33 for State Withholding Taxes
- EFTPS payment dated 12/26/2018 for \$1,481.42 for PA SCDU
- EFTPS payment dated 12/26/2018 for \$18,915.33 for Employee Retirement
- Cash Disbursement Journal dated 12/26/2018 for \$210,918.45 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

-Dominick Brady, Aiyana Brown, and Penny Alden, SCCF, DOC Basics, Elizabethtown, PA, January 7 – February 8, 2019, Total Cost \$3,450, Cost to County \$3,450.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to re-appoint Paul Lukus, Forest City, as a Director on the Susquehanna County Housing/Redevelopment Authority for a 5-year term effective January 1, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of James Kane from the full-time, non-union position of GIS Coordinator, to the full-time, non-union position of Deputy Planning Director / GIS Supervisor-Technician, salary of \$44,000, with no increase in January 2019, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective December 26, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Susan Kuntz, Montrose, to the open, union-eligible temporary position of Part-Time File Clerk, effective January 2, 2019 through July 25, 2019, \$8.75 per hour, less than 1000 hours per year, varied hours, six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and County Policy Manual, per the recommendation of Margaret Krupinski, Clerk of Courts/Prothonotary.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Heidi Sisson, Friendsville, to the open, union-eligible temporary position of Part-Time File Clerk, effective January 2, 2019 through July 25, 2019, \$8.75 per hour, less than 1000 hours per year, varied hours, six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and County Policy Manual, per the recommendation of Margaret Krupinski, Clerk of Courts/Prothonotary.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of April Tribble, Meshoppen, to the non-union, full-time position of Information Technology Technician, effective January 3, 2019, \$15.23 per hour, 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of IT Director Stephen Janoski.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the hiring of Paul Burnett, Johnson City, NY to the open, temporary, part-time position of Task Force DARE Instructor, effective January 21, 2019 through April 15, 2019, \$15.00 per hour with no benefits in accordance with the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept with regret the resignation of SarahRae Sisson from the position of Director of Voter Registration effective January 26, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to transfer \$36,633.54 from the Marcellus Legacy Fund to the General Fund for Agricultural Land Preservation.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the purchase of a security camera system, installed, for the Susquehanna County Maintenance Building, from TrueView Security Solutions, Binghamton, NY, at a cost of \$5,887.00 using PCOMP Grant Funding

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve signing Resolution 2018-19 authorizing securing Title Insurance for the new Public Safety Building in New Milford Township with an improved value of approximately \$15,000,000.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to enter a Purchase of Service Agreement between Susquehanna County Services for Children and Youth and Jennifer Yarnell, MCAT, PHD, Licensed Psychologist, Stillwater, PA for Psychological Evaluations -\$500.00, Minnesota Multiphasic Personality Inventory (MMPI) - \$50.00, plus mileage and travel time at Internal Revenue Mileage Rate of \$0.545 per mile = \$100.00 for the period July 1, 2018 through June 30, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to open, and award, following the review of the Solicitor, sealed bids for General Excavating in regard to Bridge Maintenance, Bridge Repair, Bridge Restoration, Dam Maintenance, Dam Repair, Dam Restoration, and other general County-related projects as determined.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Note: Bids were received by Agawam Farm, Montrose, and Ken Rauch Excavating, Montrose.

Note: Refuse Service Bid was awarded to Joe's Disposal Service, Hallstead, PA. (Bid is on file).

Public Comment:

- Diaz Transfer Station
- Dimock NG Facility
- County Poverty Level
- Resource Day – March 23, 2019
- Planning Commission
- Comprehensive Plan

Motion by Commissioner Arnold to close the Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:35 am.

ATTEST:

Martin Kane, Chief Clerk

Susquehanna County Commissioners