

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-01
01-04-16

Acting Chief Clerk Stoud calls the Organizational Meeting to order at 11:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold & Warren.

Motion by Commissioner Arnold to appoint Commissioner Hall as Chairman.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Hall to appoint Commissioner Arnold as Vice-Chairman.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint R.S. Stoud as Chief Clerk.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint Linda LaBarbara as Public Defender.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint Jason Miller as Director of Tax Claim.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to schedule the Board of Commissioners' meetings the second and fourth Wednesday of each month at 9:00 AM with the Salary Board, Retirement Board and Election Board to meet before, during or after the regularly scheduled Commissioners' meetings as is necessary and/or required. If the date of the regularly scheduled Commissioners' meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice. The meetings will be held in the Commissioners meeting room in the Courthouse.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to schedule the Board of Assessment Revision meetings for Assessment Reviews the first Thursday of each month at 9:00 AM in the Commissioners' Conference Room in the Courthouse. If the date of the regularly scheduled Board of Assessment Revision meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to schedule the Inspectors of the Jail to meet the first Tuesday of every month beginning at 11:30 AM in the Commissioners Meeting Room in the Courthouse. If the date of the regularly scheduled Jail Board meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to assign the Chief Clerk and the Deputy Chief Clerk the authority to use facsimile signatures for any or all of the three Commissioners by ink stamp in lieu of personally made signatures on County checks, provided such authority is given and exercised under the direction of each Commissioner, with discretion.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Thomas Meagher, Solicitor, effective immediately.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint Michael J, Giangrieco to the position of County Solicitor effective January 4, 2016.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

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Motion by Commissioner Warren to name Commissioner Appointments to the following Committees as noted.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner Committee Appointments

January 4, 2016

County Commissioners Board	3	A. Hall	E. Arnold	M. Warren
County Election Board	3	A. Hall	E. Arnold	M. Warren
Retirement Board + Chief Clerk + Treasurer	3	A. Hall	E. Arnold	M. Warren
Salary Board + Treasurer + Elected Official	3	A. Hall	E. Arnold	M. Warren

Agricultural Easement Purchases	1			M. Warren
Agricultural Extension Office	1		E. Arnold	
Area On Aging	1			M. Warren
Board of Assessment Revision	3	A. Hall	E. Arnold	M. Warren
Children & Youth Services	1			M. Warren
Communications Committee	1	A. Hall		
Economic Development	3	A. Hall	E. Arnold	M. Warren
Emergency Management	1	A. Hall		
911	1	A. Hall		
Emergency Medical Services - Susquehanna & Bradford Counties	1	A. Hall		
Hazmat - L.E.P.C.	3	A. Hall	E. Arnold	M. Warren
Housing & Redevelopment Authority	1			M. Warren
Jail Inspectors + Sheriff + District Attorney	3	A. Hall	E. Arnold	M. Warren
Lackawanna/Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program	1			M. Warren
Military Affairs	1			M. Warren
Northern Tier Reg. Planning & Development	2+1	A. Hall	E. Arnold	+1
Recycling & Solid Waste	1+1		+1	M. Warren
Tax Claim	3	A. Hall	E. Arnold	M. Warren
Tick Borne Disease Taskforce	1		E. Arnold	
Trehab	1			M. Warren
Volunteer Fire Association	1	A. Hall		
Women's Resource Center	3	A. Hall	E. Arnold	M. Warren

Motion Commissioner Arnold to close the Commissioners' Organizational Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' Organizational Meeting adjourned at 11:06am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

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CS-16-02
01-13-16

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.

Deborah Gregory – Court Related – 10 Years
Linda LaBarbera – Public Defender – 15 Years
Lisa Vail – Probation – 20 Years
Jeffrey Shoemaker – Probation – 25 Years

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:04am.

Motion by Commissioner Warren to approve the minutes of the December 23, 2015 Commissioners' meeting.

Second Commissioner Hall. Ayes: Warren and Hall, Arnold abstained. Motion carried

Motion by Commissioner Warren to approve the minutes of the January 4, 2016 Organizational Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/30/2015 for \$333,996.69 for General Expenses
- ratify the Cash Disbursement Journal dated 1/6/2016 for \$27,927.56 for General Expenses
- ratify the Cash Disbursement Journal dated 1/7/2016 for \$69,344.61 for General Expenses
- ratify the Cash Disbursement Journal dated 1/8/2016 for \$76,655.02 for Children & Youth
- ratify the Cash Disbursement Journal dated 1/11/2016 for \$1,169.32 for Jury.
- ratify the cash Disbursement Journal dated 12/30/2015 for \$199,371.19 for Gross Wages Report
- ratify the EFTPS payment dated 12/30/2015 for \$8,888.63 for State Withholding taxes
- ratify the EFTPS payment dated 12/30/2015 for \$31,679.61 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/30/2015 for \$18,238.99 for Employee Retirement
- ratify the EFTPS payment dated 12/30/2015 for \$520.52 for PASCUDU
- ratify the cash Disbursement Journal dated 1/13/2016 for \$196,443.26 for Gross Wages Report
- ratify the EFTPS payment dated 1/13/2016 for \$8,959.97 for State Withholding taxes
- ratify the EFTPS payment dated 1/13/2016 for \$31,900.03 for Federal Payroll taxes
- ratify the EFTPS payment dated 1/13/2016 for \$19,132.48 for Employee Retirement
- ratify the EFTPS payment dated 1/13/2016 for \$883.73 for PASCUDU

Second Commissioner Warren. Ayes: Unanimous. Motion carried

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

- Paul Johnson & Robert Thatcher Jr., EMA, Various; 4 General / Executive Board Meetings, Subcommittee meetings as needed, within the 8 County Regions, Northeast PA Regional Counter Terrorism Task Force General Meetings, Executive Board Meetings & Subcommittee Meetings, Cost \$450.00, Cost to County \$450.00
- Paul Johnson & Robert Thatcher Jr., EMA, Various; 4 Quarterly trainings and 1 Conference, others called by PEMA Director as necessary, Various locations, PEMA Eastern Area Quarterly Trainings & PEMA Conference, Cost \$540.00, Cost to County \$540.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and accept, with regret, the resignation of Lucas Estes, Jail, effective close of business on December 19, 2015, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Paige Huscha, 911, effective close of business on January 24, 2016, per the recommendation of Art Donato,

Director of 911.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and accept, with regret, the resignation of James Ditchey, Voter Registrar, effective close of business January 5, 2016, per the recommendation of R.S. Stoud, Chief Clerk.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, the termination of Ashley Corbin, Jail, effective close of business December 28, 2015, per the recommendation of Mark Shelp, Warden

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and approve the hiring of Ryan Tator, Montrose, to the open, full-time, union position of Systems Manager / Database Analyst at an hourly rate of \$15.38 per hour, effective January 5, 2016, with six month probation period and benefits according to the government mandated requirements, per the recommendation of R.S. Stoud, Director of Public Safety.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the hiring of Theresa Bennici, Hallstead, to the open, full-time, union position of Receptionist / Office Assistant at an hourly rate of \$ 10.35 per hour, effective January 14, 2016, with six month probation period and benefits according to the government mandated requirements, per the recommendation of R.S. Stoud, Chief Clerk.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to approve the hiring of Brian James, Susquehanna, to the open, full-time, non-union position of Human Resources Administrative Clerk at \$25,000.00 per year, effective January 18, 2016, with six month probation period and benefits according to the government mandated requirements, per the recommendation of R.S. Stoud, Chief Clerk.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve the transfer of Diane Quattrocchi from the full-time, union, position of Assistant Director of Elections / Voter Registrar to the full-time, non-union position of Director of Elections / Voter Registrar, salary of \$35,000.00 per year, minimum of 40 hours per week, six month probation period and benefits according to the government mandated requirements, effective January 7, 2016, per the recommendation of R.S. Stoud, Chief Clerk.

Second Commissioner Arnold. Ayes: Arnold & Warren, Hall abstained. Motion carried

Motion by Commissioner Warren to approve the hiring of SarahRae Sisson, Friendsville, to the open, full-time position of Assistant Director of Elections/Voter Registrar, \$11.59 per hour, six month probationary period per the Residual Bargaining Contract and benefits according to government mandated requirements, effective date January 25, 2016 per the recommendation of Diane Quattrocchi, Director of Elections/Voter Registrar.

Second Commissioner Arnold. Ayes: Arnold & Warren, Hall abstained. Motion carried

Motion by Commissioner Arnold to ratify and acknowledge the transfer of Sean Hennessey from the part-time position of Deputy Coroner to the part-time position of Chief Deputy Coroner, effective January 4, 2016, per the recommendation of Anthony Conarton, Coroner.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the transfer of Richard Hennessey from the part-time position of Chief Deputy Coroner to the part-time position of Deputy Coroner, effective January 4, 2016, per the recommendation of Anthony Conarton, Coroner.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and acknowledge the hiring of Charles Bennett, Friendsville, to the open, part-time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective January 5, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Emily Welch, Apalachin, NY, to the open, part time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits

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according to government mandated requirements, effective January 11, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and acknowledge the hiring of Katie Kenyon, Windsor, NY, to the open, part time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective January 11, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the appointment of Eugene Michinski, Springville to the Susquehanna County Task Force effective January 13, 2016, per the recommendation of Robert Klein, District Attorney.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to acknowledge the resignation of Andrew Genneken from the Susquehanna County Task Force, effective January 13, 2016, per the recommendation of Robert Klein, District Attorney.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint the following to the Susquehanna County Emergency Preparedness Task Force for the years 2016-2017:

Robert Stoud	Director of Public Safety
Rachel Carrico	Administrative Assistant
Paul Johnson	EMA Coordinator
Robert Thatcher Jr.	Operations/Training Officer/Fire
Art Donato	911 Coordinator
Bruce Butler	911 Operations / Training Admin.
Alan Hall	Commissioner
Elizabeth Arnold	Commissioner
MaryAnn Warren	Commissioner
Sgt. Brian Cawley	Pennsylvania State Police- Gibson
Lance Benedict	Sheriff / Law Enforcement
Debra Strong	DA's Office/ Law Enforcement
Anthony Conarton	Coroner
Lt. Brian O'Connor	National Guard
Chad Wallace	Barnes- Kasson Hospital
Blaine Dibble	Endless Mountain Hospital
Jim Krupinski	Montrose Minute Men/EMS
Kevin Howard	North East EMS Council
Michael Hinds	Fire
Erin Mazikewich	PennDot
Matthew Button	Blue Ridge School District
Ken Cuomo	Elk Lake School District
John Kopicki	Forest City School District
Carol Boyce	Montrose Area School District
Wanda Harris	Montrose Area School District
Francine Shea	Mountain View School District
Bronson Stone	Susquehanna School District
Jeffrey Banks	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
Mark Sullivan	Oil & Gas
Justin Phillips	Oil & Gas

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to appoint the following to the Local Emergency Planning Committee for the years 2016-2017:

Rachel Carrico	Administrative Assistant
Paul Johnson	EMA Coordinator
Robert Thatcher Jr.	Operations/Training Officer/Fire
Art Donato	911 Coordinator
Alan Hall	Commissioner

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Elizabeth Arnold	Commissioner
MaryAnn Warren	Commissioner
Blaine Dibble	Endless Mountain Hospital
Aaron Griggs	Media/PIO
Kevin Howard	North East EMS Council
TJ Jimmie	Datom Products
Michael Stalnecker	PEMA Eastern Area
Beverly Griffiths	Area Agency on Aging
Mark Sullivan	Oil & Gas
Justin Phillips	Oil & Gas

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the 2016 Annual Maintenance Contract with Reeds Generator Service for generators located throughout Susquehanna County in the amount of \$1,345.00. Funds to be paid by General Fund.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign the Certification of County Funds for 2016 Program Year for the purchase of agricultural conservation easements, total funds in the amount of \$56,958.00 were appropriated for the 2016 program year beginning January 1, 2016.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the 2015 PHARE Grant Agreement between Susquehanna County Commissioners and Pennsylvania Housing Finance Agency in the amount of \$1,605,000.00 for affordable housing projects.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Public Comment

Motion by Commissioner Warren to close the Commissioners' meeting and open the Retirement Board at 9:26am.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:28am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

CS-16-03
01-27-16

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 recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioners' Meeting reconvened at 9:02am.

Motion by Commissioner Warren to approve the minutes of the January 13, 2016 Commissioners' meeting with the following corrections

- Motion by Commissioner Arnold to ratify and approve the hiring of Ryan Tator, Montrose, to the open, full-time, union position of Systems Manager / Database Analyst at an hourly rate of \$15.38 per hour, effective January 5, 2016, with six month probation period and benefits according to the government mandated requirements, per the recommendation of R.S. Stoud, Director of Public Safety.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 1/12/2016 for \$80,000.00 for General Expenses
- ratify the Cash Disbursement Journal dated 1/13/2016 for \$238,512.77 for General Expenses
- ratify the Cash Disbursement Journal dated 1/14/2016 for \$294,768.95 for General Expenses
- ratify the Cash Disbursement Journal dated 1/20/2016 for \$109,547.14 for Children & Youth
- ratify the Cash Disbursement Journal dated 1/19/2016 for \$6,453.60 for General Expenses
- ratify the Cash Disbursement Journal dated 1/21/2016 for \$39,532.74 for General Expenses
- ratify the Cash Disbursement Journal dated 1/22/2016 for \$20,321.92 for General Expenses
- ratify the cash Disbursement Journal dated 1/27/2016 for \$194,360.92 for Grose Wages Report
- ratify the EFTPS payment dated 1/27/2016 for \$8,706.55 for State Withholding taxes
- ratify the EFTPS payment dated 1/27/2016 for \$31,603.02 for Federal Payroll taxes
- ratify the EFTPS payment dated 1/27/2016 for \$18,452.61 for Employee Retirement
- ratify the EFTPS payment dated 1/27/2016 for \$883.73 for PASCUDU

Second Commissioner Warren. Ayes: Unanimous. Motion carried

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

- Michelle Jerauld, Domestic Relations, Wilkes Barre, February 17, 2016, Workshop for Federal Performance Measures, Cost \$96.00, Cost to County \$0.00
- Art Donato and/or Bruce Butler, 911, March 16, 2016 –Lackawanna County EMA, June 15, 2016 – Wayne County EMA, September 21, 2016 –Lehigh County EMA, December 21, 2016 – Monroe County EMA, 2016 Task Force Quarterly and Executive Board Meeting Schedule, Cost \$0.00, Cost to County \$0.00
- Michelle Graziano & Mark Phillips, Children & Youth, State College, March 8-11, 2016, PCYA Quarterly Meeting, Cost \$1,266.70, Cost to County \$253.20

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and accept, the termination of Michele Lutz, Domestic Relations, effective close of business January 22, 2016, per the recommendation of Raebelle Taylor, Director of Domestic Relations and Judge Jason Legg.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Eric Donovan, Montrose, to the open, part-time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective January 14, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the hiring of Spenser Stoud, Montrose to the open, full-time, union position of Caseworker 1, 40 hours per week with a rate of \$16.15 per hour, six month probationary period per the bargaining unit contract and benefits according to

the mandated requirements, effective January 28, 2016, per the recommendation of Michelle Graziano, Director of Children & Youth.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to appoint the following to the Susquehanna County Emergency Preparedness Task Force for the years 2016-2017:

R.S. Stoud	Director of Public Safety
Rachel Carrico	Administrative Assistant
Paul Johnson	EMA Coordinator
Robert Thatcher Jr.	Operations/Training Officer/Fire
Art Donato	911 Coordinator
Bruce Butler	911 Operations / Training Admin.
Alan Hall	Commissioner
Elizabeth Arnold	Commissioner
MaryAnn Warren	Commissioner
Sgt. Brian Cawley	Pennsylvania State Police- Gibson
Lance Benedict	Sheriff / Law Enforcement
Debra Strong	DA's Office/ Law Enforcement
Anthony Conarton	Coroner
Lt. Brian O'Connor	National Guard
Chad Wallace	Barnes- Kasson Hospital
Blaine Dibble	Endless Mountain Hospital
Jim Krupinski	Montrose Minute Men/EMS
Kevin Howard	North East EMS Council
Michael Hinds	Fire
Erin Mazikewich	PennDot
Matthew Button	Blue Ridge School District
Ken Cuomo	Elk Lake School District
Dr. Jessica Aquilina	Forest City School District
Carol Boyce	Montrose Area School District
Wanda Harris	Montrose Area School District
Karen Voight	Mountain View School District
Bronson Stone	Susquehanna School District
Jeffrey Banks	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
Mark Sullivan	Oil & Gas
Justin Phillips	Oil & Gas

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign for the purchase of one low floor bus, one under 30ft bus, two MV1 vehicles and one non accessible minivan for Trehab-Susquehanna-Wyoming County Transportation, from Rohrer Bus. Total cost will be \$343,200.00, fully reimbursable from PA Department of Transportation.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the appointment of Ben Hoover, Springville as Public Director to Susquehanna County Conservation District, effective immediately to fill the open position through the expiration of that term December 31, 2018. He has been an Association Director in good standing since September 20, 2012.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign the Print Management Agreement and Lease with Eastern Management Print Network, Endicott, NY, for a term of 60 months, effective January 28, 2016 in the amount of \$130.32 per month for the Sheriff's office. Paid by the General Fund.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Public Comment

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

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Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:29am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

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CS-16-04
02-10-16

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 and Arnold.
Commissioner Warren out at conference

Motion by Commissioner Arnold to approve the minutes of the January 27, 2016 Commissioners' meeting.
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 1/26/2016 for \$72.00 for General Expenses
-ratify the Cash Disbursement Journal dated 1/27/2016 for \$55,602.18 for General Expenses
-ratify the Cash Disbursement Journal dated 1/18/2016 for \$30,000.00 for General Expenses
-ratify the Cash Disbursement Journal dated 1/29/2016 for \$108,820.07 for General Expenses
-ratify the Cash Disbursement Journal dated 2/2/2016 for \$84,345.18 for Children & Youth
-ratify the Cash Disbursement Journal dated 2/3/2016 for \$30,342.62 for General Expenses
-ratify the Cash Disbursement Journal dated 2/4/2016 for \$292,525.64 for General Expenses
-ratify the cash Disbursement Journal dated 1/27/2016 for \$430.27 for Gross Wages Report
-ratify the EFTPS payment dated 1/27/2016 for \$51.03 for State Withholding taxes
-ratify the EFTPS payment dated 1/27/2016 for \$16.75 for Federal Payroll taxes
-ratify the cash Disbursement Journal dated 2/10/2016 for \$185,676.08 for Gross Wages Report
-ratify the EFTPS payment dated 2/10/2016 for \$8,476.31 for State Withholding taxes
-ratify the EFTPS payment dated 2/10/2016 for \$30,045.18 for Federal Payroll taxes
-ratify the EFTPS payment dated 2/10/2016 for \$18,410.18 for Employee Retirement
-ratify the EFTPS payment dated 2/10/2016 for \$883.73 for PASCDU
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify or approve the following seminar requests and/or payment for seminar requests:
-Tara Kennedy, Veterans Affairs, Lackawanna County, February 11, 2016, Training with Lackawanna County, Cost \$44.43, Cost to County \$44.43
-Lisa Vail, Juvenile Probation, Wilkes-Barre, February 11, 2016, Inside a Manipulator's Mind, Cost \$197.99, Cost to County \$0.00
-Debra Strong, District Attorney, Montrose, February 18, 2016, LGBTQ 101 Training, Cost \$25.00, Cost to County \$25.00
-Mary Noldy, Joan Burman, Patricia Leach, Samantha Wickizer and Tom Button, Online, 2016-2017 National USPAP Update, Cost 159.95 per person, Cost to County \$159.95 per person
-Patricia Lewis, Jail, Elizabethtown, April 11, 2016 to May 13, 2016, DOC Basic Training, Cost \$2031.25, Cost to County \$2031.25
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to request from Jason Miller, Director of the Tax Claim Bureau, to exonerate the Susquehanna County Tax Collectors from collecting the County 2015 Delinquent County Returns in the amount of \$460,213.48.
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to approve for purchase of a 2016 Explorer from New Holland Ford, New Holland, price \$20,654.00, Costars pricing, paid as follows: 50% (\$10,327.00) funded by Federal, 40% (\$8,261.60) funded by State, 10% (\$2,065.40) funded by County for Children & Youth.
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign the renewal for LexisNexis Prison Solution beginning March 1, 2016 through February 28, 2018 at a cost of \$540.00 per month.
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to open the sealed bids on the following:
2009 Ford E-450
2010 Ford E-350
2010 Ford E-350
2008 Ford E-350

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2006 Ford F-450

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to award the bid for the 2009 Ford E-450 to Shane Lewis, Montrose in the amount of \$250.00

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to award the bids for both 2010 Ford E-350 and the 2008 Ford E-350 to Sam Cosmello, New Milford in the amount of \$602.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to award the bid for the 2006 Ford F-450 to Brian Zembrzycki, Union Dale in the amount of \$17,500.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Public Comment

Motion by Commissioner Hall to close the Commissioners' meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:19am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-05
02-24-16

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold and Warren.

Motion by Commissioner Warren to recess the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:07am.

Motion by Commissioner _____ to approve the minutes of the February 10, 2016 Commissioners' meeting.
Second Commissioner _____
Motion tabled / lack of quorum

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 02/10/2016 for \$15,930.95 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/11/2016 for \$80,535.75 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/16/2016 for \$317,496.40 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/17/2016 for \$65,486.80 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/18/2016 for \$83,685.75 for Children & Youth
 - ratify the Cash Disbursement Journal dated 02/22/2016 for \$20,654.00 for Children & Youth
 - ratify the cash Disbursement Journal dated 02/24/2016 for \$197,776.93 for Gross Wages Report
 - ratify the EFTPS payment dated 02/10/2016 for \$8,796.32 for State Withholding taxes
 - ratify the EFTPS payment dated 02/24/2016 for \$30,885.46 for Federal Payroll taxes
 - ratify the EFTPS payment dated 02/24/2016 for \$18,737.75 for Employee Retirement
 - ratify the EFTPS payment dated 02/10/2016 for \$983.91 for PASCDU
- 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:

- Spenser Stoud, Children & Youth, Williamsport, March 1, 14, 15, 21-23, 2016, April 4-6, 11-12, 18-19, 25, 2016, May 2-3, 9-11, 19, 2016, Charting the Course, Cost \$4,146.00, Cost to County \$829.29
 - Jason Miller & Wanda Travis, Tax Claim, State College, April 22, 2016, Tax Claim Bureau Spring Conference, Cost \$194.00, Cost to County \$194.00
 - Nancy Tator, Mary Rosengrant & Cheryl Wellman, 911, Washington, DC, April 27-29, 2016, International Academies of Emergency Dispatchers, Cost \$3,990.00, Cost to County \$3,990.00
 - Raebelle Taylor, Domestic Relations, State College, May 23-25, 2016, Spring Director's Meeting, Cost \$347.30, Cost to County \$0.00
- Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Meeting went into Executive Session at 9:18am, discussion was personnel

Executive Session ended at 9:19am, discussion was personnel – no action was taken.

Motion by Commissioner Warren to acknowledge the hiring of William C. Urbanski, Kingston to the open, full-time, non-union position of First Assistant District Attorney, minimum of 40 hours per week, salary of \$60,000.00 per year, six month probationary period and benefits according to government mandated requirements, effective February 29, 2016, per the recommendation of District Attorney Robert Klein.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to sign the lease agreement between Susquehanna County and Trehab for a period starting July 1, 2015 through June 30, 2016, for the use of 25 County vehicles at \$1.00 per vehicle.

Bus	Ford	1FTDS3ES2ADA25418
Bus	Ford	1FTDS3ES4ADA25419
Bus	Ford	1FTDS3ES0ADA25420
Van	Dodge	2D4RN4DE4AR498557
Van	Dodge	2D4RN4DE6AR498558
Van	Dodge	2D4RN4DE6AR498559
Bus	Ford	1FDFE4FS2BDA63040
Van	Dodge	2C4RDGCG3CR193252
Van	Dodge	2C4RDGCG5CR193253
Bus	Ford	1FDFE4FS9DDA02805
Bus	Ford	1FDFE4FS3DDB30361
Van	MV1	57WMS2A60EM101934
Van	MV1	57WMS2A60EM102033
Bus	Ford	1FDFE4FS4FDA10555
Bus	Ford	1FDFE4FS6FDA10556
Bus	Ford	1FDFE4FS0FDA11976
Van	Dodge	2C4RDGBG1FR570179
SUV	Chevy	2GNFLEEK2F6157240
Van	MV1	57WMS2C63FM100064
Van	MV1	57WMS2C65FM100065
Bus	Ford E-450	1FDFE4FSXGDC23333
Bus	Ford E-450	1FDFE4FSXGDC23334
Bus	Ford E-450	1FDFE4FSXGDC23335
Bus	Ford E-450	1FDFE4FSXGDC23336
Bus	Ford E-450	1FDFE4FSXGDC23337

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the lease agreement between Susquehanna County and Trehab for a period starting July 1, 2016 through June 30, 2017, for the use of 25 County vehicles at \$1.00 per vehicle.

Bus	Ford	1FTDS3ES2ADA25418
Bus	Ford	1FTDS3ES4ADA25419
Bus	Ford	1FTDS3ES0ADA25420
Van	Dodge	2D4RN4DE4AR498557
Van	Dodge	2D4RN4DE6AR498558
Van	Dodge	2D4RN4DE6AR498559
Bus	Ford	1FDFE4FS2BDA63040
Van	Dodge	2C4RDGCG3CR193252
Van	Dodge	2C4RDGCG5CR193253
Bus	Ford	1FDFE4FS9DDA02805
Bus	Ford	1FDFE4FS3DDB30361
Van	MV1	57WMS2A60EM101934
Van	MV1	57WMS2A60EM102033
Bus	Ford	1FDFE4FS4FDA10555
Bus	Ford	1FDFE4FS6FDA10556
Bus	Ford	1FDFE4FS0FDA11976
Van	Dodge	2C4RDGBG1FR570179
SUV	Chevy	2GNFLEEK2F6157240
Van	MV1	57WMS2C63FM100064
Van	MV1	57WMS2C65FM100065
Bus	Ford E-450	1FDFE4FSXGDC23333
Bus	Ford E-450	1FDFE4FSXGDC23334
Bus	Ford E-450	1FDFE4FSXGDC23335
Bus	Ford E-450	1FDFE4FSXGDC23336
Bus	Ford E-450	1FDFE4FSXGDC23337

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the following Purchase Service Agreements:
-Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Adelphoi Village, Inc., for the term July 1, 2014 through June 30, 2015, inclusive for the following program only: Community Independent Living in-home Services -\$62.00 per hour.
-Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Adelphoi Village, Inc., for the term July 1, 2014 through June 30, 2015, inclusive for the following program only: Certificate of Compliance 329120 – Unit- LQ-LA SA Quik Residential Treatment \$272.51 per diem.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-01, for Two Hundred Years of Continued Service, Susquehanna County Independent.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-02, proclaiming March Colon Cancer Awareness Month in Susquehanna County.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-01, authorizing the filing of an application for Pennsylvania Competitive Community Development Block Grant funds to be administered by Susquehanna County Housing / Redevelopment Authority for blight removal in the borough of Susquehanna Depot.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-02, resolution of the Susquehanna County Board of Commissioners to enter into a Cooperation Agreement with the Redevelopment Authority of the County of Susquehanna.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Cooperation Agreement for Management Responsibilities of Community Development Block Grant by and between Susquehanna County Board of Commissioners and the Susquehanna County Housing / Redevelopment Authority.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-03 for Susquehanna County Burn Ban scheduled for 12:01am Saturday, March 5, 2016 through 12:01am Monday, April 4, 2016.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-04, a resolution of the County of Susquehanna, Commonwealth of Pennsylvania, urging the General Assembly and Administration to restore funding for human services programs to historic levels, and to put mechanisms in place to assure any future budget impasse or budget delay does not become a burden on Susquehanna County and its constituents.
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 Arnold declared the Commissioners' meeting adjourned at 9:48am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-06
03-09-16

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.

Christine Jones – Court Related – 10 Years

Brenda Landes – Domestic Relations – 10 Years

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:13 am.

Motion by Commissioner Arnold to approve the minutes of the February 10, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Commissioner Hall and Arnold, Commissioner Warren abstained. Motion carried

Motion by Commissioner Warren to approve the minutes of the February 24, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Commissioner Warren and Arnold, Commissioner Hall abstained. Motion carried

Motion by Commissioner Arnold to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 02/24/2016 for \$125,470.17 for General Expenses
- ratify the Cash Disbursement Journal dated 02/26/2016 for \$50.00 for General Expenses
- ratify the Cash Disbursement Journal dated 03/02/2016 for \$407,980.94 for General Expenses
- ratify the Cash Disbursement Journal dated 03/03/2016 for \$77,790.92 for Children & Youth
- ratify the cash Disbursement Journal dated 03/09/2016 for \$198,653.69 for Gross Wages Report
- ratify the EFTPS payment dated 03/09/2016 for \$8,739.52 for State Withholding taxes
- ratify the EFTPS payment dated 03/09/2016 for \$32,988.66 for Federal Payroll taxes
- ratify the EFTPS payment dated 03/09/2016 for \$19,032.34 for Employee Retirement
- ratify the EFTPS payment dated 03/09/2016 for \$983.91 for PASCUDU

Second Commissioner Warren. Ayes: Unanimous. Motion carried

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

- Jen Hibbard, Recycling, Honesdale, March 10, 2016, Northeast Coordinators Meeting with DEP, Cost \$60.00, Cost to County \$60.00
- Paul Johnson & Robert Thatcher Jr., Stroudsburg, EMA, March 21-23, 2016, Mitigation for Emergency Managers, Cost \$60.00, Cost to County \$60.00
- Tara Kennedy (Veterans Affairs), Brian James (Human Resources), Binghamton, NY, March 30, 2016, Microsoft Excel Beyond the Basics, Cost \$267.36, Cost to County \$267.36
- Lisa Vail, Juvenile Probation, Wilkes-Barre, April 7, 2016, Emergency Mental Health, Cost \$191.00, Cost to County \$0.00
- Jeanne Conklin, Human Resources, Binghamton, NY, May 16-17, 2016, Human Resources and the Law, Cost \$317.00, Cost to County \$317.00
- Diane Quattrocchi, Voter Registration, New Hope, June 16-17, 2016, PA County Election Officials Meeting, Cost \$314.00, Cost to County \$314.00

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve the hiring of Matthew J. Lewis, Logan Station, to the open, part-time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period, per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective February 29, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to ratify and acknowledge, the termination of Courtney Canfield, Domestic Relations, effective close of business February 26, 2016, per the recommendation of Raebelle Taylor, Director of Domestic Relations and Judge Jason Legg. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge, the termination of Erica Johnson, District Attorney Office, effective close of business March 3, 2016, per the recommendation of Robert Klein, District Attorney Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to transfer Cynthia Oleniacz to the temporary, full time, non-union position of 1st Deputy Tax Claim Director, salary \$35,373.60 per year, 40 hours per week, benefits according to government mandated requirements, effective date March 17, 2016. This position will be eliminated on May 25,2016. Per the recommendation of Jason Miller, Treasurer. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Hall to accept, with regret, the retirement of Cindy Oleniacz, effective close of business on May 25, 2016, per the recommendation of Jason Miller, Tax Claim Director. Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign the Print Management Agreement and Lease with Eastern Management Print Network, Endicott, NY, for a term of 60 months, effective March 9, 2016 in the amount of \$130.32 per month for the District Attorney's office. Paid by the General Fund. Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to appoint the following to the Susquehanna County Tick Borne Diseases Task Force, with no more than 12 to 15 members immediately through March 9, 2017.

Committee Member	Sector
Commissioner Elizabeth Arnold	County Government
Dr. Daniel Cameron	Lyme Disease Specialist
Dr. Jennifer Button-Weller	Chiropractor
Emily Way	Nurse Practitioner
Paul Johnson	Emergency Management
Phyllis Konstas	Advocate
Robin Arnold	Advocate
Colleen Schake	Advocate
Karen Mitchell	Advocate
Sandra Raub	Media / Advocate

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the lease between Susquehanna County and Susquehanna County Interfaith for the property at 43 Public Ave. Montrose, PA 18801, for a minimum of six months at a monthly cost of \$1,800.00 per month plus electric. Second Commissioner Warren. 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 9:48 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

CS-16-07
03-23-16

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 recess the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:05 am.

Motion by Commissioner Warren to approve the minutes of the March 9, 2016 Commissioners' meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 03/09/2016 for \$93,971.45 for General Expenses
- ratify the Cash Disbursement Journal dated 03/11/2016 for \$44,934.93 for General Expenses
- ratify the Cash Disbursement Journal dated 03/16/2016 for \$131,934.21 for General Expenses
- ratify the Cash Disbursement Journal dated 03/17/2016 for \$90,047.66 for Children & Youth
- ratify the Cash Disbursement Journal dated 03/18/2016 for \$2,096.00 for General Expenses
- ratify the Cash Disbursement Journal dated 03/23/2016 for \$188,090.87 for Gross Wages Report
- ratify the EFTPS payment dated 03/23/2016 for \$8,432.58 for State Withholding taxes
- ratify the EFTPS payment dated 03/23/2016 for \$33,959.16 for Federal Payroll taxes
- ratify the EFTPS payment dated 03/23/2016 for \$18,304.97 for Employee Retirement
- ratify the EFTPS payment dated 03/23/2016 for \$983.61 for PASCDU

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:

- Aerial Hillard, Jail, Elizabethtown, April 11, 2016 to May 13, 2016, DOC Basic Training, Cost \$2,031.25, Cost to County \$2,031.25
- Mary Noldy, Tom Button, Joan Burman, and Patricia Leach, Assessment, Freeland, April 22, 2016, NECAAP Chapter Meeting, Understanding Manufactured Housing, Land Lease Communities, and Abandoned Manufactured Homes., Cost \$25.00, Cost to County \$25.00 per person

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Christina Stouffer, Jail, effective close of business on March 20, 2016, 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 Ransom, 911, effective close of business on March 24, 2016, per the recommendation of Art Donato, 911 Director.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge, with regret, the resignation of John Colton, Sheriff's Office, effective close of business on March 24, 2016, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify the transfer of Aerial Hillard, Tunkhannock, from Part Time Correctional Officer, to the open, full-time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date March 21, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to acknowledge the transfer Brittany Hartman from 2nd Deputy Clerk of Courts to the Full Time, Union Position of Probation Collections / Compliance Enforcement Officer, effective April 4, 2016 at an hourly rate of \$10.25 per hour, 40 hours per week, six month probationary period per the Union Contract and benefits according to government mandated requirements, per the recommendation of Jeff Shoemaker, Chief Probation Officer and President Judge Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to establish, for 2016 only, utilizing Act 13 funding, a \$10,000.00 grant for Susquehanna County volunteer fire and ambulance services. This grant may be used only for equipment or training.

Second Commissioner Arnold. Ayes: Warren and Arnold, Hall abstained. Motion carried

Motion by Commissioner Warren to sign the Print Management Agreement and Purchase Agreement with Eastern Management Print Network, Endicott, NY, in the amount of \$6,764.00, for the Probation office. Paid by the General Fund.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Print Management Agreement and Purchase Agreement with Eastern Management Print Network, Endicott, NY, in the amount of \$6,764.00, for the District Attorney office. Paid by the General Fund.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to rescind the March 09, 2016 motion regarding the lease signing between Susquehanna County and Susquehanna County Interfaith for the property at 43 Public Ave, Montrose, PA.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign a lease between Susquehanna County and First National Bank (FNB) for the property at 281 Church Street, Montrose, PA 18801, for six months at a monthly cost of \$1284.88 per month plus electric with a month to month lease as needed for additional months.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-03, proclaiming National Public Safety Telecommunication Week April 10-16, 2016.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-04, proclaiming April as Environmental Awareness Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-05, proclaiming April as Child Abuse Prevention Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Presentation from the Suicide Awareness Initiative (SAI).

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 9:39am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners
CS #18

CS-16-08
04-13-16

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 recess the Commissioners' meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:27 am.

Motion by Commissioner Warren to approve the minutes of the March 23, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 03/23/2016 for \$885.46 for General Expenses
- ratify the Cash Disbursement Journal dated 03/24/2016 for \$270,000.00 for General Expenses
- ratify the Cash Disbursement Journal dated 03/30/2016 for \$458,893.10 for General Expenses
- ratify the Cash Disbursement Journal dated 03/31/2016 for \$3,221.10 for Election Training
- ratify the Cash Disbursement Journal dated 04/01/2016 for \$13,533.92 for General Expenses
- Cash Disbursement Journal dated 04/05/2016 for \$83,776.96 for Children & Youth
- ratify the Cash Disbursement Journal dated 04/06/2016 for \$159,239.81 for General Expenses
- ratify the cash Disbursement Journal dated 04/06/2016 for \$192,624.17 for Gross Wages Report
- ratify the EFTPS payment dated 04/06/2016 for \$8,796.43 for State Withholding taxes
- ratify the EFTPS payment dated 04/06/2016 for \$31,646.56 for Federal Payroll taxes
- ratify the EFTPS payment dated 04/06/2016 for \$18,904.48 for Employee Retirement
- ratify the EFTPS payment dated 04/06/2016 for \$983.61 for PASCUDU

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:

- Nicholas Conigliaro, Probation, Harrisburg, March 29 – April 1, 2016, Basic Firearms Training, Cost \$561.00, Cost to County \$0.00
- Nicholas Conigliaro, Probation, Hershey, April 5 – April 8, 2016, Basic Firearms Training, Cost \$533.00, Cost to County \$0.00
- Jeff Oleniacz, Jessica Madas & Matt Higgins, 911, Hershey, April 21-22, 2016, PA CLEAN Operation, Cost \$919.00, Cost to County \$919.00
- Lisa Vail, Probation, Johnson City, NY, May 5, 2016, Reasoning with Unreasonable People, Focus on Disorders of Emotional Regulation, Cost \$91.00, Cost to County \$0.00
- Raebelle Taylor, Domestic Relations, Wellsboro, April 1, 2016, Western DRAP, Cost \$379.30, Cost to County \$379.30
- Robert Thatcher Jr., EMA, Coatesville, April 19 – April 21, 2016, Recovery for a Disaster: The Local Government Role, Cost \$370.00, Cost to County \$370.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of John Russo, Jail, effective close of business on March 28, 2016, 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 Levi Tiffany, Sheriff's Office, effective close of business on April 15, 2016, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Joshua Diddick, Nicholson, to the open, temporary, full-time position of Deputy Sheriff, \$11.00 per hour, varied hours, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements, effective March 31, 2016, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried
Motion by Commissioner Warren to ratify and acknowledge the transfer of Joshua Diddick, Nicholson, from the open, temporary, full-time position of Deputy Sheriff to the open, full-time position of Deputy Sheriff, \$11.00 per hour, varied hours, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements, effective April 1, 2016, per the recommendation of Sheriff Lance Benedict.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the appointment of Michael Hornak, Montrose to the Susquehanna County Task Force effective April 1, 2016, per the recommendation of Robert Klein, District Attorney.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Wanda Travis from 2nd Deputy Tax Claim Director to the full-time, non-union position of 1st Deputy Tax Claim Director / Office Manager, effective April 14, 2016, at a salary of \$32,000.00, minimum of 40 hours per week, per the recommendation of Treasurer Jason Miller.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to establish, for 2016 only, utilizing Act 13 funding, a \$5,000.00 grant for volunteer fire and ambulance services which provide assigned coverage within Susquehanna County from adjacent Counties; and an additional separate \$5,000.00 grant utilizing Act 13 funding for Barnes Kasson Advanced Life Support (ALS) and Montrose Minutemen ALS. This grant may be used only for equipment or training.
Second Commissioner Arnold. Ayes: Warren and Arnold, Hall abstained Motion carried

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the recommendation of Jason Miller, Tax Claim Director:
Lathrop Township, Parcel No. 240.00-1,007.00,002., name of Brenda Shay, consisting of trailer, assessed at \$2300.00. Trailer exonerated by Assessment August 2015 as removed from the property in 2014.
Exonerate Tax Claim Bureau from collection of 2014 delinquent taxes in the amount of \$125.17.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign and accept a \$55,000.00 Local Law Enforcement Grant for the use of the Susquehanna County District Attorney's Office. Grant funds are from the Local Law Enforcement Grant Program from the Commonwealth of PA.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Electronic Government Payments Services Agreement between Susquehanna County and Merchant MultiService, LLC (Gov-Pay), dated March 31, 2016, for electronic payments with no cost to the County.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify the Collective Bargaining Agreement between County of Susquehanna and Teamsters Local 229 covering its professional employees in the office of Children & Youth Services from January 1, 2015 through December 31, 2019.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Child Accounting and Profile System Version 11 / 11B / 12 Upgrades agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc., Fairfax, VA, for Version 11 11B / 12 upgrades and CWIS FY 15-16 Phase upgrades, total cost \$1,714.28 to County.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to appoint Jane Osborn, Springville to the Susquehanna County Tick Borne Diseases Task Force immediately through March 9, 2017.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint Nancy Hurley, Susquehanna to the open position on the Susquehanna County Planning Commission with a term beginning immediately through December 31, 2017.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-05, Designation of Agent for Update to County Hazard Mitigation Plan. Paul Johnson is the designated agent.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Public Comment

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

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 10:01am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-09
04-27-16

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 recess the Commissioners' meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:02 am.

Motion by Commissioner Warren to approve the minutes of the April 13, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 04/13/2016 for \$110,241.21 for General Expenses
- ratify the Cash Disbursement Journal dated 04/14/2016 for \$55,000.00 for General Expenses
- ratify the Cash Disbursement Journal dated 04/18/2016 for \$1,040.76 for Jury Duty
- ratify the Cash Disbursement Journal dated 04/20/2016 for \$144,378.30 for General Expenses
- ratify the Cash Disbursement Journal dated 04/19/2016 for \$84,220.33 for Children & Youth
- ratify the cash Disbursement Journal dated 04/20/2016 for \$201,156.51 for Gross Wages Report
- ratify the EFTPS payment dated 04/20/2016 for \$8,940.54 for State Withholding taxes
- ratify the EFTPS payment dated 04/20/2016 for \$31,704.16 for Federal Payroll taxes
- ratify the EFTPS payment dated 04/20/2016 for \$18,554.65 for Employee Retirement
- ratify the EFTPS payment dated 04/20/2016 for \$903.98 for PASCDU

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:

- John Lester, Probation, Montrose, April 28, 2016, Addition in the Family, Cost \$20.00, Cost to County \$0.00
- Paul Johnson, EMA, Dunmore, May 13, 2016, PennDOT Extreme Weather Vulnerability Assessment, Cost \$0.00, Cost to County \$0.00
- Jan Krupinski, Coroner, Online Class, May 31 – July 1, 2016, Medicolegal Death Investigation, Cost \$599.00, Cost to County \$599.00
- Art Donato, Bruce Butler, Nancy Tator, 911, Jessup, June 21-22, 2016, Hazardous Weather & Flooding Preparedness, Cost \$0.00, Cost to County \$0.00
- Brian James, Human Resources, Scranton, June 7, 2016, The Essentials of HR Law, Cost \$107.00, Cost to County \$107.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Tami Tewksbury, Laceyville, to the open, part-time position of Corrections Officer, \$13.03 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective April 11, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to ratify and acknowledge the hiring of Jessica Zaweski, New Milford, to the open, temporary, full-time position of Deputy Sheriff, \$11.00 per hour, varied hours, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements, effective April 14, 2016, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the transfer of Jessica Zaweski, New Milford, from the open, temporary, full-time position of Deputy Sheriff to the open, full-time position of Deputy Sheriff, \$11.00 per hour, varied hours, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements, effective April 18, 2016, per the recommendation of Sheriff Lance Benedict.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Second Commissioner Arnold. Ayes: Unanimous. Motion carried
Motion by Commissioner Warren to acknowledge the transfer of LuAnn Myers from 2nd Deputy Clerk of Courts to the full-time, union position of 2nd Deputy Register & Recorder, effective May 9, 2016, at a rate of \$10.09 per hour, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements per the recommendation of Register & Recorder Michelle Estabrook.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the retirement of Donna Evans, effective close of business on June 1, 2016, per the recommendation of Sheriff Lance Benedict.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to acknowledge the transfer of Joan Burman, from Tax Assessment, effective April 27, 2016, to the temporary, full-time, union position of 2nd Deputy Clerk of Courts, beginning April 28, 2016 and ending May 8, 2016, at a rate of \$10.09 per hour. On May 9th, 2016, this position will transition to the full time, union position of 2nd Deputy Clerk of Courts, at a rate of \$10.09 per hour, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements per the recommendation of Clerk of Courts, Susan Eddleston.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Bill Zick, Susquehanna County Conservation District Board, effective April 11, 2016.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Daniel Farnham, Susquehanna County Conservation District Board, effective March 29, 2016.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Vigilnet Service Agreement between Susquehanna County and Vigilnet to provide alcohol / home confinement monitoring. Cost to be reimbursed through Court / Defendant, per the recommendation of President Judge Legg.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the ATM Machine Contract between Susquehanna County and RJ Vending & Amusement Corporation, dated April 27, 2016, for the installation of an ATM machine in the Courthouse.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to sign the Support Access Agreement between Susquehanna County and Airbus DS Communications, Inc. to provide maintenance coverage as needed or requested for the 911 Center telephone system.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to adopt Proclamation 2016-06, proclaiming May as Lyme Disease Awareness Month.
Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-07, proclaiming May as Mental Health 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 9:26 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-10
05-11-16

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 April 27, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 04/27/2016 for \$332,307.48 for General Expenses
- ratify the Cash Disbursement Journal dated 04/28/2016 for \$99.00 for General Expenses
- ratify the Cash Disbursement Journal dated 05/02/2016 for \$27,846.00 for Election Expenses
- ratify the Cash Disbursement Journal dated 05/03/2016 for \$128,201.50 for Children & Youth
- ratify the Cash Disbursement Journal dated 05/04/2016 for \$316,681.18 for General Expenses
- ratify the cash Disbursement Journal dated 05/04/2016 for \$193,252.23 for Gross Wages Report

- ratify the EFTPS payment dated 05/04/2016 for \$8,778.73 for State Withholding taxes
- ratify the EFTPS payment dated 05/04/2016 for \$31,126.36 for Federal Payroll taxes
- ratify the EFTPS payment dated 05/04/2016 for \$18,404.70 for Employee Retirement
- ratify the EFTPS payment dated 05/04/2016 for \$903.98 for PASCDU

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:

- Art Donato & Bruce Butler, 911, Harrisburg, May 11, 2016, PEMA Statewide 911 Plan & Priorities Workshop, Cost \$166.00, Cost to County \$166.00
- Nicholas Conigliaro, Probation, Elizabethtown, May 2-20, 2016, Basic Training Academy, Cost \$375.00, Cost to County \$0.00
- Art Donato & Nancy Tator, 911, Tannersville, May 20, 2016, FBI Active Shooter Seminar, Cost \$80.00, Cost to County \$80.00
- John Lester, Probation, Montrose, May 26, 2016, Understanding Trauma, Addiction and Recovery, Cost \$25.00, Cost to County \$0.00
- Michelle Graziano & Mark Phillips, Children & Youth, Lancaster, June 14-17, 2016, PCYA Quarterly Meeting – June 2016, Cost \$1,254.00, Cost to County \$250.80

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve the hiring of Grant Shelp, Montrose, to the open, part-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective May 2, 2016, 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 Christopher Zawiski, Great Bend, to the open, part-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective May 9, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the transfer of Sue Blaisure from 2nd Deputy Treasurer to the full-time, union position of 2nd Deputy Tax Claim, effective May 9, 2016, at a rate of \$10.60 per hour, six month probationary period per the Residual Bargaining Unit Contract and benefits according to government mandated requirements per the recommendation of Treasurer / Tax Claim Director Jason Miller.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to acknowledge the hiring of Sharon James, Susquehanna, to the open, full-time position of Intake Officer, \$8.20 per hour, six month probationary period per the Court Appointed Bargaining Unit Contract and benefits according to government mandated requirements, effective May 12, 2016, per the recommendation of Raebelle Taylor, Director of Domestic Relations and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the hiring of Kimberly Gregory, Montrose, to the open, full-time position of Finance / Enforcement Officer, \$8.67 per hour, six month probationary period per the Court Appointed Bargaining Unit Contract and benefits according to government mandated requirements, effective May 12, 2016, per the recommendation of Raebelle Taylor, Director of Domestic Relations and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the appointment of Benton Hoover, Springville as Farmer Director to Susquehanna County Conservation District, effective immediately to fill the open position through the expiration of that term, December 31, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and update the Susquehanna County Employee Policy Manual replacing the original with an effective date of June 1, 2016.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-08, proclaiming May as Older Americans Awareness Month.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-09, proclaiming May 15 – 21, 2016, as Police Week in Susquehanna County.

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 9:22 am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-11
05-25-16

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 May 11, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 05/11/2016 for \$54,644.10 for General Expenses
- ratify the Cash Disbursement Journal dated 05/18/2016 for \$105,697.72 for General Expenses
- ratify the Cash Disbursement Journal dated 05/19/2016 for \$95,852.41 for Children & Youth
- ratify the cash Disbursement Journal dated 05/18/2016 for \$238,824.10 for Gross Wages Report
- ratify the EFTPS payment dated 05/18/2016 for \$10,615.09 for State Withholding taxes
- ratify the EFTPS payment dated 05/18/2016 for \$40,574.01 for Federal Payroll taxes
- ratify the EFTPS payment dated 05/18/2016 for \$20,289.70 for Employee Retirement
- ratify the EFTPS payment dated 05/18/2016 for \$903.98 for PASCUD
- ratify the cash Disbursement Journal dated 05/18/2016 for \$1,878.51 for Gross Wages Report
- ratify the EFTPS payment dated 05/18/2016 for \$22.64 for State Withholding taxes
- ratify the EFTPS payment dated 05/18/2016 for \$64.08 for Federal Payroll taxes

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:

- Michelle Estabrook, Register & Recorder, Mount Airy, June 13-14, 2016, Recorder of Deeds Convention, Cost \$1,358.26, Cost to County \$1,358.26
- Samantha Wickizer, Patricia Leach, Tom Button & Mary Noldy, Assessment, Wyoming County EMA /911 Center, June 17, 2016, Assessment Law, Cost \$25.00, Cost to County \$25.00 per person
- Susan Eddleston, Prothonotary & Clerk of Courts, Wilkes-Barre, July 12 – July 15, 2016, Cost \$495.00, Cost to County \$495.00
- Paul Johnson, EMA, Tunkhannock, July 14, 2016, PennDOT 2016 Customer Advisory Board Meeting, Cost \$0.00, Cost to County \$0.00
- Richard Ely, Veterans Affairs, Mechanicsburg, September 13 -16, 2016, Annual Training Conference 2016, Cost \$0.00, Cost to County \$0.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve the hiring of Ashlea Wilson, Montrose, to the open, part-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective May 16, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify the transfer of Jonathan Zielewicz, Brackney, from Part Time Correctional Officer, to the open, full-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date May 16, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Stephen Luecke, Jail, effective close of business on May 16, 2016, 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 Brenda Landes, Domestic Relations, effective close of business on May 30, 2016, per the recommendation of Raebelle Taylor, Director of Domestic Relations.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to approve the transfer of David Fredendall from the full-time, union position of Custodian to the full-time, union position of Prison Maintenance / Electrical & HVAC Technician at a rate of \$14.52 per hour, varied hours, six month probationary period per the Residual Bargaining Unit Contract and benefits according to government mandated requirements, effective date May 26, 2016, per the recommendation of Dennis Landis, Maintenance Department Head.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the recommendation of Jason Miller, Tax Claim Director:

Springville Township, Parcel No. 219.00-1,010.00,001., name of Bill Brooks, consisting of trailer, assessed at \$2000.00. Trailer exonerated by Assessment June 2015 as removed from the property.

Exonerate Tax Claim Bureau from collection of 2014 delinquent taxes in the amount of \$111.49. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge and sign the contract between Susquehanna County /Probation Department and BTM Software Solutions, LLC., Hillsborough, NJ with an annual fee of \$4,125.00. Paid from the General Fund.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and sign the Electronic Government Payments Services Agreement between Susquehanna County / GIS and Merchant MultiService, LLC (Gov-Pay), dated May 13, 2016, for electronic payments with no cost to the County.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and sign the Electronic Government Payments Services Agreement between Susquehanna County / Assessment and Merchant MultiService, LLC (Gov-Pay), dated May 13, 2016, for electronic payments with no cost to the County.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the change order from Johnson Controls Inc., for additional renovations at a cost of \$558,610.00, with final approval of plans, to be paid by Act 13 funds.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint/reappoint the following to the Northern Tier Regional Planning and Development Advisory Committee for the term July 1, 2016 through June 30, 2017.

Economic Development-	Robert Neira William Dovin Bobbi Jo Turner
Local Loan Review-	Joe Ferretti Rick Soden Keith Yurgosky
Rural Area Transportation-	Rudy Mattes Leonard Wheatley Alan M. Hall
Local Elected Officials-	Alan M. Hall Elizabeth M. Arnold MaryAnn Warren
Member at Large-	Jody Place

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to reappoint the following to the Susquehanna County Tourism Committee for the term May 8, 2016 through May 7, 2017.

Kim Ross
Michele Suchnick
Andy Aulakh
Gregg Confer
Alan Aronowitz

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to authorize the Commissioners to sign the Program Management Agreement for the Emergency Food Assistance Program (TEFAP) between Susquehanna County and the Pennsylvania Department of Agriculture whereby the County agrees to manage the Program through its lead agency, Trehab and pass through a minimum of \$500.00 per month (received by the County from the State) for administrative costs for the period October 1, 2016 through September 30, 2021. This Management Agreement commences on October 1, 2016 and shall remain in effect until September 30, 2021. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to advertise services, by sealed bid, for the 2016 Bridge Deck Project, Bridge Numbers 4, 15, 25 & 36, bids will be due in the Chief Clerks office at 12:00 PM on Tuesday, June 21, 2016, bids will be opened for review at the regular Commissioners' meeting on Wednesday, June 22, 2016. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-10, proclaiming June as Fresh Fruit and Vegetable Month. Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2016-11, proclaiming June as Dairy 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 9:25 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-12
06-08-16

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.

Ian Smith – Jail – 5 Years
Jeanette Smith – Jail – 15 Years
Theodore Norton – Jail – 5 Years

Motion by Commissioner Warren to approve the minutes of the May 25, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 05/25/2016 for \$259,884.59 for General Expenses
- ratify the Cash Disbursement Journal dated 05/31/2016 for \$1,533.00 for General Expenses
- ratify the Cash Disbursement Journal dated 06/02/2016 for \$512,524.58 for General Expenses
- ratify the Cash Disbursement Journal dated 06/06/2016 for \$79,366.95 for Children & Youth
- ratify the cash Disbursement Journal dated 06/01/2016 for \$194,594.52 for Gross Wages Report
- ratify the EFTPS payment dated 06/01/2016 for \$8,897.58 for State Withholding taxes
- ratify the EFTPS payment dated 06/01/2016 for \$32,177.76 for Federal Payroll taxes
- ratify the EFTPS payment dated 06/01/2016 for \$19,314.07 for Employee Retirement
- ratify the EFTPS payment dated 06/01/2016 for \$903.98 for PASCDU

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:

- Carol Ainey & Ryan Tator, 911 / DPS, Conshohocken, June 22, 2016, Pictometry User Group, Cost \$207.29, Cost to County \$207.29
- Michelle Estabrook, Register & Recorder, Scranton, June 18-21, 2016, Register of Wills / Clerk of the Orphan's Court, Cost \$837.31, Cost to County \$837.31
- Lisa Vail, Juvenile Probation, State College, October 12-13, 2016, YLS Master Trainer Certification, Cost \$381.88, Cost to County \$0.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Arleta Smith, Juvenile Probation, effective close of business on August 26, 2016, per the recommendation of John Lester, Juvenile Probation Supervisor and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Damon Sandle, Jail, effective close of business on June 12, 2016, per the recommendation of Mark Shelp, Warden.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Briana Hollenbeck, Sheriff's Department, effective close of business on June 17, 2016, per the recommendation of Lance Benedict, Sheriff.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the transfer of Charles Bennett, Friendsville, from Part Time Correctional Officer, to the open, full-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date June 12, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to approve the hiring of Stephen Janoski, Montrose, to the open, non-union, full-time position of Assistant Director of Information Technology, salary \$37,500.00 per year to start with an increase to \$40,000.00 after six months, minimum of 40 hours per week, six month probationary period and benefits according to government mandated requirements, effective June 22, 2016, per the recommendation of Lisa Kowaleski, Director of IT.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to appoint the following to the Susquehanna County Tourism Committee for the term May 8, 2016 through May 7, 2017.

Sandra Conklin

Connie Reinhart

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 9:51 am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-13
06-22-16

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 recess the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Commissioner's Meeting reconvened at 9:07am.

Motion by Commissioner Arnold to approve the minutes of the June 8, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 06/08/2016 for \$116,369.76 for General Expenses
- ratify the Cash Disbursement Journal dated 06/15/2016 for \$44,917.36 for General Expenses
- ratify the Cash Disbursement Journal dated 06/14/2016 for \$71,424.58 for Children & Youth
- ratify the cash Disbursement Journal dated 06/15/2016 for \$201,322.96 for Gross Wages Report
- ratify the EFTPS payment dated 06/15/2016 for \$9,036.03 for State Withholding taxes
- ratify the EFTPS payment dated 06/15/2016 for \$33,753.95 for Federal Payroll taxes
- ratify the EFTPS payment dated 06/15/2016 for \$18,364.04 for Employee Retirement
- ratify the EFTPS payment dated 06/15/2016 for \$903.98 for PASCDU

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:

- Amanda Smith, 911, Lebanon, June 27-29, 2016, Emergency Medical Dispatch, Cost \$964.00, Cost to County \$964.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve the hiring of Amanda Smith, Meshoppen, to the open, full-time, 911 Dispatcher Trainee position, \$12.00 per hour, 40 hours per week, six month probation and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, effective June 9, 2016, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and acknowledge the hiring of Michael Rapisardi, Brackney, to the open, part time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective June 15, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the hiring of Jordan Harvey, Hop Bottom, to the open, union, full-time position of Civil / Criminal Clerk, \$12.14 per hour, 40 hours per week, six month probation and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements, effective July 6, 2016, per the recommendation of Lance Benedict, Sheriff.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the transfer of Carol Ainey from the full-time, union, position of Addressing / GIS Clerk to the full-time, union position of GIS Technician / Administrative Assistant, Range 13, \$11.59 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of Art Donato, Director of 911 and R.S. Stoud, Director of Public Safety.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Lorraine DePew from the full-time, union position of Secretary- District Attorney to the full-time, union, position of Administrative Assistant / Grant Coordinator, Range 18, \$15.38 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of District Attorney Robert Klein.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Kathleen Ragard from the full-time, union position of Secretary- District Attorney to the full-time, union, position of Office Manager / Administrative Assistant, Range 22, \$19.19 per hour, minimum 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of District Attorney Robert Klein.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Maggie McNamara from the full-time, non-union position of Deputy Chief Clerk to the full-time, union position of Victim Witness Coordinator, Range 17, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of District Attorney Robert Klein.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Salene Herman from the full-time, union, position of Real Estate Clerk to the full-time, union position of Secretary / Real Estate Clerk-Sheriff, Range 15, \$12.48 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of Sheriff Lance Benedict
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the transfer of Stacey Phillips from the full-time, union, position of Clerk – Sheriff 6.5 hours to the full-time, union position of Office Manager / Administrative Assistant, Range 19, \$16.13 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of Sheriff Lance Benedict.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the transfer of Kevin Brewster from the full-time, union position of Maintenance to the full-time, union position of Maintenance and Utility Tech Crew Chief, Range 19, \$16.28 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of R.S Stoud, Chief Clerk.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the transfer of Shawn Isby from the full-time, union position of Roads & Bridges - Maintenance to the full-time, union position of Roads & Bridges Maintenance Crew Chief and County Safety Coordinator, Range 19, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of R.S Stoud, Chief Clerk.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the transfer of Louis Towner from the full-time, union position of Maintenance - Electrician to the full-time, union position of Maintenance / Electrical and HVAC Technician, Range 17, \$14.52 per hour, 40 hours per week, six month probation period and benefits according to the government mandated requirements effective June 23, 2016, per the recommendation of R.S Stoud, Chief Clerk.
Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to approve the transfer of R.S. Stoud from Director of Public Safety / Chief Clerk to Director of Public Safety / Deputy Chief Clerk, to allow for the hiring of a Chief Clerk, effective June 23, 2016 per the recommendation of the Commissioners.
Second Commissioner Hall. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to appoint the following to the Susquehanna County Agricultural Land Preservation Board effective immediately through December 31, 2016

Elliott Ross, Herrick Township – Elected Official
Jo-Ellen Green, Thompson Township – At-Large
Ryan Guiton, Rush Township – At-Large
Tina Carlin, Auburn Township – Farmer
Dennis LaRue, Rush Township – Farmer

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve and implement the joint Lackawanna/Susquehanna, Office of Drug and Alcohol Programs, Community Naloxone Program, in accordance with Pennsylvania Act 139 of 2014.

Second Commissioner Arnold. Ayes: Commissioners Warren and Arnold, Nays: Commissioner Hall. Motion carried

Motion by Commissioner Warren to approve and sign the licensing agreement between Susquehanna County and CodeRed Next Services. Effective date shall coincide with the date on the Master Agreement between Northeast Pennsylvania Regional Counter Terrorism Task Force and CodeRed Next Services. This project is grant funded with no cost to the County.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2016-06, Cleaning Pennsylvania's Streams & Rivers.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner _____ to open the sealed bids for the 2016 Bridge Deck Project, Bridge Numbers 4, 15, 25 & 36.

Second Commissioner _____

**Motion dies as no bids were received.

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 10:20 am.

ATTEST:

R.S. Stoud, Chief Clerk

Susquehanna County Commissioners

CS-16-13
07-13-16

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.

Rachel Carrico – DPS – 10 Years
Nancy Tator – 911 – 10 Years
Cathleen Eckes – CYS – 15 Years

Motion by Commissioner Hall to approve the minutes of the June 22, 2016 Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 06/01/2016 for \$39,822.67 for General Expenses
- ratify the Cash Disbursement Journal dated 06/14/2016 for \$14,355.73 for General Expenses
- ratify the Cash Disbursement Journal dated 06/22/2016 for \$55,671.29 for General Expenses
- ratify the Cash Disbursement Journal dated 06/29/2016 for \$391,392.61 for General Expenses
- ratify the Cash Disbursement Journal dated 06/30/2016 for \$7,820.35 for General Expenses
- ratify the Cash Disbursement Journal dated 07/06/2016 for \$101,499.09 for Children & Youth
- ratify the cash Disbursement Journal dated 06/29/2016 for \$201,912.34 for Gross Wages Report
- ratify the EFTPS payment dated 06/29/2016 for \$9,034.45 for State Withholding taxes
- ratify the EFTPS payment dated 06/29/2016 for \$33,810.58 for Federal Payroll taxes
- ratify the EFTPS payment dated 06/29/2016 for \$18,536.51 for Employee Retirement
- ratify the EFTPS payment dated 06/29/2016 for \$872.68 for PASCUDU
- ratify the cash Disbursement Journal dated 07/13/2016 for \$196,046.24 for Gross Wages Report
- ratify the EFTPS payment dated 07/13/2016 for \$9,016.65 for State Withholding taxes
- ratify the EFTPS payment dated 07/13/2016 for \$33,664.63 for Federal Payroll taxes
- ratify the EFTPS payment dated 07/13/2016 for \$19,279.66 for Employee Retirement
- ratify the EFTPS payment dated 07/13/2016 for \$872.68 for PASCUDU

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:

- Jon Record, Sheriff Dept., Scranton, August 1-5, 2016, Crisis Intervention Team Training, Cost \$0.00, Cost to County \$0.00
- Jaqueline Fancher, Sharon James, DRS, Wilkes Barre, August 10-11, 2016, Support Order Establishment Workshop, Cost \$345.24, Cost to County \$0.00

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge and ratify the transfer of Jaqueline Fancher from the full-time, union, position of Conference Officer to the full-time, union position of Court Liaison / Conference Officer, \$10.85 per hour, 40 hours per week, six month probation period per the Bargaining Unit Contract and benefits, according to the government mandated requirements effective June 23, 2016, per the recommendation of Judge Jason Legg.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the appointment of George Geisler, Camp Hill, to the Susquehanna County Task Force, effective July 14, 2016, per the recommendation of Robert Klein, District Attorney.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to acknowledge the transfer of Sandra Henry from the full-time, union position of 1st Deputy, Clerk of Courts to the full-time, union position of 2nd Deputy Treasurer, \$10.60 per hour, 40 hours per week, six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements effective July 14, 2016, per the recommendation of Treasurer Jason Miller.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Sarah Proof, Montrose, to the open, full-time, union position of Field Appraiser Trainee at an hourly rate of \$ 10.35 per hour, effective July 28, 2016, with six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements, per the recommendation of Mary Noldy, Director of Assessment.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and acknowledge the hiring of Damianne Bishop, Binghamton, NY, to the open, part-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective July 11, 2016, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Pamela Larrabee, Kingsley, from Part Time Correctional Officer, to the open, full-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective date July 15, 2016, per the recommendation of Warden Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Aerial Hillard, Jail, effective close of business on July 15, 2016, 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 Lisa Holley, Jail, effective close of business on July 27, 2016, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and accept, the termination of Emily Welch, Jail, effective close of business on July 7, 2016, per the recommendation of Warden Mark Shelp.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the appointment by Treasurer Jason Miller, the hiring of Theresa McNamara, Friendsville, for the temporary, part-time, non-union, clerical positions, for doe permits, \$8.20 per hour, effective July 11, 2016 until doe permits are finished.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the appointment by Treasurer Jason Miller, the hiring of Lisa McVaugh, Hallstead, for the temporary, part-time, non-union, clerical positions, for doe permits, \$8.20 per hour, effective July 11, 2016 until doe permits are finished.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the appointment by Treasurer Jason Miller, the hiring of Sarah Smith, Windsor, NY, for the temporary, part-time, non-union, clerical positions, for doe permits, \$8.20 per hour, effective July 11, 2016 until doe permits are finished.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the appointment by Treasurer Jason Miller the hiring of Sharon Stockholm, Montrose, for the temporary, part-time, non-union, clerical positions, for doe permits, \$8.20 per hour, effective July 11, 2016 until doe permits are finished.
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 George Junior Republic Preventative Aftercare, Grove City, for the term July 1, 2016 through June 30, 2017, inclusive for the following programs only: Family Preservation, per diem \$46.61, Life Skills, per diem \$28.46.
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 EI HAB Human Services Inc., Tunkhannock, for the term July 1, 2015 through June 30, 2016, inclusive for the following programs only: Unit ID HH, per diem \$175.00, Certificate of Compliance #222640, Unit ID HH, per diem \$175.00 Certificate of Compliance #222710.
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 Services Agency of Pa, Jim Thorpe, for the term July 1, 2015 through June 30, 2016, inclusive for the following programs only: Unit ID OT, per diem \$152.00, Certificate Multiple #221090, Unit ID RE, per diem \$152.00 Certificate #134830.
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 Institute For Human Resources and Services, Inc., Kingston, for the term July 1, 2015 through June 30, 2016, inclusive for the following programs only: Unit ID AA, per diem \$40.00, Certificate #223190
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the following Collective Bargaining Agreements between County of Susquehanna and Teamsters Local 229:
Residual, Non-Professional Employees from January 1, 2014 – December 31, 2017
County Probation Employees from January 1, 2015 – December 31, 2019
Court-Appointed Employees from January 1, 2016 – December 31, 2020
Court-Related Employees from January 1, 2016 – December 31, 2020
Susquehanna County Prison from January 1, 2016 – December 31, 2020
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Municipal Waste Planning Grant Agreement (under Section 901, Act 101) between the PA Department of Environmental Protection and Susquehanna County whereby DEP will pay \$23,064.27 of the total of \$30,864.72 for expenses incurred to revise the County's Solid Waste Plan.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to amend the following appointments to the Susquehanna County Agricultural Land Preservation Board as follows:
Elliott Ross, Herrick Township – Elected Official – Term ending December 31, 2017
Jo-Ellen Green, Thompson Township – At-Large - Term ending December 31, 2017
Ryan Guiton, Rush Township – At-Large – Term ending December 31, 2018
Tina Carlin, Auburn Township – Farmer – Term ending December 31, 2017
Dennis LaRue, Rush Township – Farmer – Term ending December 31, 2018
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 10:04 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Deputy Chief Clerk

CS-16-14
07-27-16

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 and Arnold.

Motion by Commissioner Arnold to recess the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Commissioner's Meeting reconvened at 9:11 am.

Motion by Commissioner Arnold to approve the minutes of the July 13, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify or approve the following:

- Cash Disbursement Journal dated 06/30/2016 for \$391,392.61 for General Expenses
- Cash Disbursement Journal dated 07/13/2016 for \$93,853.16 for General Expenses
- Cash Disbursement Journal dated 07/15/2016 for \$500.00 for General Expenses
- Cash Disbursement Journal dated 07/19/2016 for \$244,477.65 for General Expenses
- Cash Disbursement Journal dated 07/21/2016 for \$17,103.13 for General Expenses
- Cash Disbursement Journal dated 07/21/2016 for \$356.75 for General Expenses
- Cash Disbursement Journal dated 07/06/2016 for \$101,499.09 for Children & Youth
- Cash Disbursement Journal dated 07/15/2016 for \$65,874.55 for Children & Youth
- Cash Disbursement Journal dated 07/27/2016 for \$197,874.49 for Gross Wages Report
- ratify the EFTPS payment dated 07/28/2016 for \$8,832.32 for State Withholding taxes
- ratify the EFTPS payment dated 07/28/2016 for \$31,318.09 for Federal Payroll taxes
- ratify the EFTPS payment dated 7/27/2016 for \$18,711.45 for Employee Retirement
- ratify the EFTPS payment dated 07/27/2016 for \$872.68 for PASCUDU

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

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

- Paul Johnson, EMA, Jessup, August 25, 2016, Ebola Virus & Highly Infectious Disease Training, Cost \$0.00, Cost to County \$0.00
- Tara Kennedy, Veterans Affairs, Mechanicsburg, September 13-16, 2016, Veterans' Service Officer Accreditation Training, Cost \$0.00, Cost to County \$0.00
- Robert Klein, Justin Sprout, R.S. Stoud and William Urbanski, District Attorney's Office, King of Prussia, August 16, 2016, Search & Seizure, Cost \$150.00, Cost to County \$150.00

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge, with regret, the resignation of Susan Eddleston, Hallstead, from the elected position of Susquehanna County Prothonotary / Clerk of Courts, effective July 29, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and acknowledge the placement of Christine Jones, New Milford, to the position of Acting 1st Deputy Clerk of Courts, in addition to her position as 1st Deputy Prothonotary, effective July 19, 2016, both positions having an end date of July 31, 2016, per the recommendation of Susan Eddleston, Prothonotary / Clerk of Courts.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and acknowledge the transfer of Sharon James, Susquehanna, from Domestic Relations Intake Officer to the open position of Domestic Relations Conference Officer, at \$10.25 per hour, 40 hours per week, six month probation period and benefits per the Court Appointed Bargaining Unit Contract, per the recommendation of Raebelle Taylor, Director of Domestic Relations, and Jason Legg, President Judge.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge, with regret, the resignation of Kimberly Gregory, Montrose, from the position of Financial Enforcement Officer, effective July 15, 2016, per Raebelle Taylor, Director of Domestic Relations, and Jason Legg, President Judge. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge the hiring of Katherine Stanziale, Hop Bottom, to the open, full-time, Sheriff's Deputy position, \$13.50 per hour, 40 hours per week, six month probation and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements, effective August 1, 2016, per the recommendation of Lance Benedict, Sheriff. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to accept the resignation of Joan Burman, New Milford, from the union position of 2nd Deputy Clerk of Courts, effective close of business on July 31, 2016, and to acknowledge a transfer to the non-union position of 1st Deputy Clerk of Courts, \$28,000 per year, 40 hours per week, six month probation and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements effective August 1, 2016, per Susan Eddleston, Prothonotary / Clerk of Courts. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to acknowledge the hiring of Susan Lathrop, Montrose, to the open, non-union position of 1st Deputy Prothonotary, \$28,000 per year, 40 hours per week, six month probation and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements effective August 1, 2016, per Susan Eddleston, Prothonotary / Clerk of Courts. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the transfer of Jeanne Conklin, New Milford, from Human Resources Administrative Coordinator to the open position Director of Human Resources, minimum 40 hours per week, salary \$40,000.00 per year, six month probation, benefits according to the government mandated requirements / County Personnel Manual, per the recommendation of R.S. Stoud, Deputy Chief Clerk. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the transfer of Sally Hawley, Montrose, from System Database Administrator / Technical Administrative Assistant to the open position of System Database Administrator / Budget Coordinator, minimum 40 hours per week, salary \$38,000.00 per year, six month probation, benefits according to the government mandated requirements / County Personnel Manual, per the recommendation of R.S. Stoud, Deputy Chief Clerk. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the transfer of Brian James, Susquehanna, from Human Resources Administrative Clerk to the open position of Human Resources Administrative Coordinator to \$28,000.00 per year, six month probation, benefits according to the government mandated requirements / County Personnel Manual, per the recommendation of R.S. Stoud, Deputy Chief Clerk. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the transfer of Amy Curley and Lori Shelp from Court Steno to the open positions of Court Record / Transcriptionist, minimum 40 hours per week, salary \$49,000 per year, six month probation, benefits according to the government mandated requirements / County Personnel Manual, per the recommendation of Jason Legg, President Judge. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve and sign the Transportation Service Agreement with Trehab, Inc. of Montrose. Agreement Term is for July 1, 2016 to June 30, 2017 period. Agreement is for Trehab to provide Transportation Services set forth as approved by contract with PA Dept. of Transportation and the State Department of Human Services. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve and sign the Contract for House of Detention Bed Sales for the term July 1, 2016 through June 30, 2017 between Susquehanna County Probation and Children & Youth and Lackawanna County Probation and Office of Youth and Family Services for the purchase of bed space at Lackawanna County Detention Center not to exceed \$75,000. Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Arnold to sign the following Purchase of Service Agreements:

- Between Susquehanna County Services for Children & Youth and Catholic Social Services, Diocese of Scranton, for the term July 1, 2015 through June 30, 2016 for the following program only: Certificate of Compliance #214190 – Foster Family Class BB – \$55.57 per diem.
 - Between Susquehanna County Services for Children & Youth and Justice Works Youth Care, Pittsburgh, to provide Family Group Decision Making for families referred by Susquehanna County Services for Children & Youth and deemed appropriate by the agency for the period July 1, 2016 through June 30, 2017, contract not to exceed \$30,869.00.
 - Between Susquehanna County Services for Children & Youth and Concern Professional Services, Lehigh, for the term July 1, 2015 through June 30, 2016 for the following programs only: Certificate of Compliance #214070 – Unit BB \$91.45 per diem, Unit OO \$23.96 per diem.
 - Between Susquehanna County Services for Children & Youth and Families United Network, Inc., Muncy, for the term July 1, 2015 through June 30, 2016 for the following programs only: Certificate of Compliance #312450 – Unit MF \$26.74 per diem, Unit CK \$59.43 per diem, Unit TF \$70.28 per diem, Unit MT \$46.94 per diem, Certificate of Compliance #306960 – Unit LO \$185.97 per diem, Certificate of Compliance #331940 – Unit TL \$130.00 per diem
 - Between Susquehanna County Services for Children & Youth and Children's Service Center of Wyoming Valley, Nanticoke, for the term July 1, 2015 through June 30, 2016 for the following programs only: Certificate of Compliance #227360 – Unit GH \$65.52 per diem
- Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Public Comment

Motion by Commissioner Arnold to close the Commissioners' meeting.
Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 10:07 am.

ATTEST:

R.S. Stoud, Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-15
08-10-16

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Bruce Butler – 911 – 5 Years

Lorraine Depew – District Attorney's Office – 15 Years

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioners' Meeting reconvened at 9:07 am.

Motion by Commissioner Arnold to approve the minutes of the July 27, 2016 Commissioners' Meeting.

Motion died due to lack of second.

Motion by Commissioner Warren to table to original motion due to lack of quorum.

Second Commissioner Arnold.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 07/27/2016 for \$74,798.49 for General Expenses
- Cash Disbursement Journal dated 08/01/2016 for \$45,026.83 for General Expenses
- Cash Disbursement Journal dated 08/04/2016 for \$508,392.68 for General Expenses
- Cash Disbursement Journal dated 08/05/2016 for \$6,232.45 for General Expenses
- Cash Disbursement Journal dated 08/05/2016 for \$7,239.46 for General Expenses
- Cash Disbursement Journal dated 08/03/2016 for \$88,557.84 for Children & Youth
- Cash Disbursement Journal dated 08/10/2016 for \$193,493.41 for Gross Wages Report
- ratify the EFTPS payment dated 08/10/2016 for \$8,903.54 for State Withholding taxes
- ratify the EFTPS payment dated 08/10/2016 for \$32,759.52 for Federal Payroll taxes
- ratify the EFTPS payment dated 08/10/2016 for \$19,465.87 for Employee Retirement
- ratify the EFTPS payment dated 08/10/2016 for \$872.68 for PASCUDU

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

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

- Lorraine Depew, District Attorney's Office, State College, September 15, 2016, Grant Writing Training, Cost \$539.84, Cost to County \$539.84
- Richard Ely, Veterans Affairs, Montrose, September 29, 2016, Ins and Outs of Medicare, Cost \$0.00, Cost to County \$0.00
- Maggie McNamara, District Attorney's Office, State College, October 12-14, 2016, Victim Services Foundational Academy, Cost \$373.19, Cost to County \$373.19
- Jason Miller, Treasurer's Office, Warren, October 19-21, 2016, Tax Claim Bureau Association Annual Fall Conference, Cost \$477.98, Cost to County \$477.98

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2016-12, proclaiming August 7-13, 2016 as Susquehanna County Health Center Week.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the hiring of Christy Moreck, Meshoppen, to the open, full-time, union position of 2nd Deputy Clerk of Courts, \$10.85 per hour, 40 hours per week, effective August 1, 2016, with six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements, per Christine Jones, Prothonotary / Clerk of Courts.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the transfer of Arleta Smith, Montrose, from the full-time, union position of Administrative Assistant for Juvenile Probation to the open, temporary, full-time, union position of Administrative Assistant for Juvenile Probation, \$10.93 per hour, 40 hours per week, effective August 11, 2016 per Jason Legg, President Judge.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Virginia Smith, Montrose, to the open, full-time, union position of Administrative Assistant for Juvenile Probation, \$10.85 per hour, 40 hours per week, effective August 11, 2016, with six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements, per Jason Legg, President Judge.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Child Accounting and Profile System (CAPS) Application Service Provider (ASP) Agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc. Fairfax, VA, whereby Avanco will provide access to the Child Accounting and Profile System; Help Desk Support, Data Security and Backup and Recovery if necessary for the period July 1, 2016 through June 30, 2017 for the total amount of \$25,100.90, cost to County approximately \$8283.00.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Consulting Agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc, Fairfax, VA, which provides for necessary training, project assessments, design and development and other items not covered by the help desk, on an as needed, hourly basis for the period July 1, 2016 through June 30, 2017, at the following rates listed below not to exceed a value of \$5,000.

Research Analyst	\$54.50 per hour
Junior Programmer	\$65.40 per hour
Junior Programmer Analyst	\$73.00 per hour
Programmer Analyst	\$76.20 per hour
Senior Programmer Analyst	\$78.70 per hour
Developer	\$92.50 per hour
Senior Developer	\$111.20 per hour
Project Director	\$125.00 per hour

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Agreements/Contracts between the Lackawanna-Susquehanna Counties Behavioral Health / Intellectual Disabilities / Early Intervention Programs and the entities listed in attached Table #15, term agreements are dated for July 1, 2016 through June 30, 2017, with dollars allocated in the following amounts: Behavioral Health \$7,789,200, Intellectual Disabilities \$4,341,000, totaling \$12,130,200 Federal, State, and Local monies, with the Local Match for 2016-2017 being \$112,300.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the Lackawanna-Susquehanna Drug and Alcohol Program Agreements/Contracts for the Fiscal Year 2016-2017. Agreements and Contracts are as listed in attached Table #16.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2016-07, *AUTHORIZING THE FILING OF A PROPOSAL FOR PENNSYLVANIA HOUSING AFFORDABILITY AND REHABILITATION ENHANCEMENT FUNDS* with the Susquehanna County Housing and Redevelopment Authority.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2016-08, *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 2016-09, *RESOLUTION OF THE COUNTY OF SUSQUEHANNA 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.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to adopt Resolution 2016-10, *RESOLUTION AUTHORIZING THE FILING OF A PROPOSAL FOR PENNSYLVANIA HOUSING AFFORDABILITY AND REHABILITATION ENHANCEMENT FUNDS* on behalf of Trehab for Transitional Living Facilities.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2016-11, *RESOLUTION AUTHORIZING THE FILING OF A PROPOSAL FOR PENNSYLVANIA HOUSING AFFORDABILITY AND REHABILITATION ENHANCEMENT FUNDS* on behalf of Trehab for Rental and Utility Assistance Programs.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2016-12, *RESOLUTION AUTHORIZING THE FILING OF A PROPOSAL FOR PENNSYLVANIA HOUSING AFFORDABILITY AND REHABILITATION ENHANCEMENT FUNDS* on behalf of Trehab for down payment and closing costs assistance.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment

Motion by Commissioner Arnold to close the Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 10:08 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Deputy Chief Clerk

<u>Table #15</u>	
Lackawanna-Susquehanna Counties Behavioral Health / Intellectual Disabilities / Early Intervention Program Contracted Entities	
AHEDD	NAMI Pennsylvania Scranton Area Chapter
Allied Services	NEPA Community Health Care
ARC of Northeastern Pennsylvania	NHS Of Northeastern PA
Bayada Nurses Inc.	Pediatric Services of America, Inc.
Behavioral Health Research Institute	Peerstar
Care for People Plus	PME Associates
Caregivers America, Inc.	Saint Joseph's Center
Catholic Social Services	Scranton Counseling Center (BH)
Community Intervention Center of Lackawanna County	Scranton Counseling Center (ID)
Deutsch Institute	Step-By-Step
EIHAB Human Services	Telespond Senior Services Inc.
Friendship House	The Advocacy Alliance
Goodwill Industries of NE Pennsylvania	Tri-Valley Care, Inc.
Human Resources Center	United Cerebral Palsy of NEPA
Keystone Community Resources Incorporated	United Neighborhood Centers
Keystone Independent Living	Voluntary Action Center
Lourdesmont	Women's Resource Center

Table #16		
Lackawanna-Susquehanna Drug and Alcohol Program Fiscal Year 2016-2017 Contracts		
Provider Name	Allocation / Cap	Service Provided
A Better Today	\$ 75,000	D&A Outpatient
Behavioral Health Research Institute	\$ 25,000	Consultant
Blue Mountain House of Hope	\$ 210/Diem	Adult Non Hospital Short Term
Bowling Green	\$ 232/Diem	Adult Non Hospital Detox
“	\$ 175/Diem	Adult Non Hospital Short Term
“	\$ 106/Diem	Adult Non Hospital Long Term Rehab
“	\$ 230/Diem	Adult Non Hospital DD Short Term Rehab
Cedar Residence, Inc.	\$ 105/Diem	Adult Halfway House – Men
Choices at Nesbit	\$ 239/Diem	Adult Non Hospital Detox
“	\$ 221/Diem	Adult Non Hospital Short Term Rehab
Choices Recovery Program	\$ 12,000	D&A Outpatient
CIC	\$ 168,775	Recovery Support Services, Drop-In
ClearBrook Manor	\$ 245/Diem	Adult Non Hospital Detox
“	\$ 226/Diem	Adult Non Hospital Short Term Rehab
Clem Mar House Inc.	\$ 114/Diem	Adult Halfway House – Men
Clem Mar House for Women	\$ 114/Diem	Adult Halfway House – Women
Colonial House, Inc.	\$ 109/Diem	Adult Non Hospital Long Term Rehab
Conewago Place (Firetree)	\$ 149/Diem	Adult Non Hospital Short Term Rehab
“	\$ 149/Diem	Adult Non Hospital Long Term Rehab
Conewago Pottsville	\$ 250/Diem	Adult Non Hospital Detox
“	\$ 189/Diem	Adult Non Hospital Short Term Rehab
“	\$ 189/Diem	Adult Non Hospital Long Term Rehab
Conewago Snyder	\$ 180/Diem	Adult Non Hospital Short Term Rehab
“	\$ 230/Diem	Adult Non Hospital Short Term Rehab - DD
“	\$ 180/Diem	Adult Non Hospital Long Term Rehab
Cove Forge	\$ 201/Diem	Adult Non Hospital Detox
“	\$ 183/Diem	Adult Non Hospital Short Term
“	\$ 254/Diem	Adult Non Hospital Short Term DD
Drug & Alcohol Rehabilitation Services,	\$ 134/Diem	Adolescent Non Hospital Long Term
DATS	\$ 215,000	D&A Outpatient
	\$ 37,600	Prevention Services
EOTC	\$ 72,262	Prevention Services
Eagleville	\$ 496/Diem	Adult Hospital Detox
“	\$ 299/Diem	Adult Hospital Rehab
“	\$ 299/Diem	Adult Non Hospital Short Term Rehab - DD

Table #16		
Lackawanna-Susquehanna Drug and Alcohol Program Fiscal Year 2016-2017 Contracts		
Provider Name	Allocation / Cap	Service Provided
Ernie Laskosky	\$ 300/Diem	Prevention SAP Trainings
Gate House for Men	\$ 102/Diem	Adult Halfway House – Men
Gate House for Women	\$ 112/Diem	Adult Halfway House – Women
Gateway Moffett	86.41/Diem	Adult Halfway House
Gateway Rehabilitation Center	202.87/Diem	Adult Non Hospital Detox
“	177.37/Diem	Adult Non Hospital Short Term Rehab
“	177.37/Diem	Adolescent Non Hospital Short Term Rehab
Gaudenzia Chambers Hill	\$ 265/Diem	Adolescent Non Hosp. Short Term Rehab
Gaudenzia Common Ground	\$ 228/Diem	Adult Non Hospital Detox
“	\$ 189/Diem	Adult Non Hospital Short Term Rehab
“	\$ 223/Diem	Adult Non Hospital DD Short Term Rehab
Gaudenzia Fountain Springs	\$ 195/Diem	WWC Long Term
Gaudenzia New Destiny	\$ 156/Diem	Adult Halfway House – Women with Children
Habit OPCO	\$ 100/Wk	D&A Outpatient
John J. Kravich	\$ 645/Diem	Prevention - PFS
Johnson College	\$ 3594	Prevention - PFS
Just Believe Recovery Center	\$ 245/Diem	Adult Non Hospital Detox
“	\$ 234/Diem	Adult Non Hospital Short Term Rehab
“	\$ 10,000	D&A Outpatient & Partial
Keystone College	\$ 16,196	Prevention - Gambling & PFS
Lackawanna College	\$ 11,750	Prevention - Gambling & PFS
Lehigh County Center for Recovery	\$ 258/Diem	Adult Non Hospital Detox
“	\$ 204/Diem	Adult Non Hospital Short Term Rehab
“	\$ 239/Diem	Adult Non Hospital Short Term Rehab – DD
Libertae	\$ 234/Diem	Adult Non Hospital Short Term Rehab -
Little Creek Lodge	\$ 214/Diem	Adult Non Hospital Long Term Rehab
Lourdesmont	\$ 5,000	D&A Outpatient
Marcia Pigga	300/Diem	Prevention SAP Trainings
Marworth	\$ 314/Diem	Adult Non Hospital Detox
“	\$ 314/Diem	Adult Non Hospital Short Term
Marworth Outpatient Services	\$ 10,000	D&A Outpatient
Marywood University	\$ 7,500	Community Education/Prevention
Mission Yoga	\$ 10,000	Recovery Support Services
NEIU	\$ 88,004	Prevention Services - SAP
PME Associates	\$ 28,800	IT Technical Support

Table #16		
Lackawanna-Susquehanna Drug and Alcohol Program Fiscal Year 2016-2017 Contracts		
Provider Name	Allocation / Cap	Service Provided
Nuestra	\$ 183/Diem	Adult Non Hospital Short Term Rehab Men
PATH Outpatient Services - Scranton	\$ 10,000	D&A Outpatient
PATH Outpatient Services – Montrose	\$ 10,000	D&A Outpatient
Penn State Cooperative Extension	13,516	Prevention – PFS
Pyramid Bellville	\$ 187/Diem	Adult Non Hospital Short Term Rehab
“	\$ 187/Diem	Adult Non Hospital Short Term Rehab
Pyramid Duncansville	\$ 236/Diem	Adolescent Non Hospital Detox
“	\$ 236/Diem	Adult Non Hospital Detox
“	\$ 200/Diem	Adult Non Hospital Short Term Rehab
“	\$ 240/Diem	Adult Non Hospital Short Term Rehab - DD
“	\$ 200/Diem	Adult Non Hospital Long Term Rehab
Pyramid Hillside	\$ 265/Diem	Adult Non Hospital Detox
“	\$ 225/Diem	Adult Non Hospital Short Term Rehab
“	\$ 255/Diem	Adult Non Hospital Short Term Rehab – DD
“	\$ 225/Diem	Adult Non Hospital Long Term Rehab
“	\$ 255/Diem	Adult Non Hospital Long Term Rehab – DD
Pyramid Gratitude	\$ 95/Diem	Adult Halfway House – Men
Pyramid Outpatient Services	\$ 10,000	D&A Outpatient
Pyramid Pine Ridge	\$ 100/Diem	Adult Halfway House – Men
Pyramid Quakertown	\$ 222/Diem	Adolescent Non Hospital Short Term Rehab
“	\$ 222/Diem	Adolescent Non Hospital Long Term Rehab
Pyramid Tradition House	\$ 95/Diem	Adult Halfway House – Women
Retreat at White Birch	\$ 105/Diem	Adult Halfway House
Treatment Trends	\$ 153/Diem	Adult Non Hospital Short Term Rehab
“	\$ 153/Diem	Adult Non Hospital Long Term Rehab
The Trehab Center	\$ 76,068	Outpatient Drug Free
The Trehab Center	\$ 195,047	Prevention, Intervention
Turning Point Alternative Living Situations	\$ 64,171	Gambling Prevention & Treatment D&A Outpatient
VAC	\$ 100,784	Prevention – PFS
White Deer Run	\$ 216/Diem	Adult Non Hospital Detox
“	\$ 216/Diem	Adolescent Non Hospital Detox
“	\$ 195/Diem	Adult Non Hospital Short Term Rehab
“	\$ 234/Diem	Adult Non Hospital DD Short Term Rehab

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-16
08-24-16

Commissioner Hall called the Meeting to order at 9:03 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Gerald Daly – Children & Youth – 10 Years
- Linda Daly – Domestic Relations – 30 Years
- Eric Hiltwine – Jail – 5 Years
- Isaac Hobbs – Children & Youth – 10 Years
- John Lester – Probation – 25 Years
- Darlene Sheridan – Register & Recorder's Office – 5 Years

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Commissioners' Meeting reconvened at 9:13 am.

Motion by Commissioner Warren to table the minutes of the July 27, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to table the minutes of the August 10, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 08/11/2016 for \$48,035.49 for General Expenses
- Cash Disbursement Journal dated 08/22/2016 for \$21,412.40 for General Expenses
- Cash Disbursement Journal dated 08/03/2016 for \$57,805.31 for Children & Youth
- Cash Disbursement Journal dated 08/22/2016 for \$194,086.53 for Gross Wages Report
- ratify the EFTPS payment dated 08/24/2016 for \$8,687.30 for State Withholding taxes
- ratify the EFTPS payment dated 08/24/2016 for \$31,260.94 for Federal Payroll taxes
- ratify the EFTPS payment dated 08/24/2016 for \$18,775.90 for Employee Retirement
- ratify the EFTPS payment dated 08/24/2016 for \$872.68 for PASCDU

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

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

- Charles Bennett, Jonathan Zielewicz, Jail, Elizabethtown, October 10-November 11, 2016, Department of Corrections Basic Training, Cost \$4,062.50, Cost to County \$4,062.50
- Art Donato, Bruce Butler, Ryan Tator, 911, State College, September 14-16, 2016, Keystone NENA Conference and Training, Cost \$0.00, Cost to County \$0.00
- John Lester, Juvenile Probation, State College, September 15, 2016, Case Plan Forum, Cost \$147.44, Cost to County \$147.44
- Mary Noldy, Tom Button, Patricia Leach, Samantha Wickizer, Assessment, Jessup, Understanding TIF, LERTA, and KOZ, September 16, 2016, Cost \$100.00, Cost to County \$100.00
- Diana Roszel, Suzanne Swart, Children & Youth, Pittston, August 31, 2016, Trauma & Behavioral Expectations for Youth Who Are Trafficked, Cost \$24.00, Cost to County \$4.80
- Joshua Weller, Jail, State College, October 2-5, 2016, PCCA Fall Conference, Cost \$24.00, Cost to County \$24.00

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify the hiring of Matthew Timm, Montrose, to the open, part-time, non-union position of Temporary Clerical Assistant, \$9.70 per hour, 20-25 hours per week, effective August 22, 2016, 8-12 weeks, per Jason Legg, President Judge.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Brittany Carter, Susquehanna, to the open, full-time, union position of Intake Officer for Domestic Relations, \$9.70 per hour, 40 hours per week, effective August 25, 2016, with six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements, per Jason Legg, President Judge.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Kami Lee, Thompson, to the open, full-time, union position of Finance/Enforcement Officer for Domestic Relations, \$9.70 per hour, 40 hours per week, effective August 25, 2016, with six month probation period per the Bargaining Unit Contract and benefits according to the government mandated requirements, per Jason Legg, President Judge.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the hiring of Amanda Lannon, Kingsley, to the open, full-time, temporary position of Clerk of Courts Administrative Clerk, \$10.35 per hour, 40 hours per week, effective August 25, 2016, per Christine Jones, Prothonotary/Clerk of Courts.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve the appointment of William Bayne, Liberty Township, to the open position as Public Director to the Susquehanna County Conservation District, effective immediately for remainder of the unexpired term through December 31, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Children's Service Center of Wyoming Valley, Wilkes-Barre, for the term July 1, 2015 through June 30, 2016, inclusive for the following programs only: Unit FC, \$49.28 per diem.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and KidsPeace National, Schnecksville, for the term July 1, 2015 through June 30, 2016, inclusive for the following programs only: Unit ID SA, \$314.23 per diem.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign Maintenance and Service Agreement ID#16-0901A between Susquehanna County 911 and KOVA Corp, for the term September 1, 2016 through August 31, 2017, for the amount of \$7,430.36.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Letter of Engagement between Susquehanna County and Korn Ferry Hay Group, effective immediately, to be completed by December 31, 2016, for the amount of \$7,500.00 relative to actuarial services for the Post Retirement Benefit Plan.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to sign the Memorandum of Understanding and Agreement between Susquehanna County and the Susquehanna Community School District effective from August 1, 2016 through July 31, 2017 for the P/T placement of a School Juvenile Probation Officer.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Proclamation 2016-13, proclaiming the week of September 5-11, 2016 as Suicide Prevention Week.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to adopt Resolution 2016-13, authorizing an application to the Pennsylvania Municipal Assistance Program through the DCED for the updating of the Susquehanna County Comprehensive Plan.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Public Comment

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

Commissioner Hall declared the Commissioners' Meeting adjourned at 10:23 am.

ATTEST:

Susquehanna County Commissioners

R.S. Stoud, Deputy Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-17
09-14-16

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.

-Amy Bishop – Courts – 10 Years

-Patrick Daly – Courts – 15 Years

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Arnold.

Commissioners' Meeting reconvened at 9:02 am.

Motion by Commissioner Arnold to approve the minutes of the July 27, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Commissioners Hall and Arnold. Commissioner Warren abstains. Motion carried.

Motion by Commissioner Warren to approve the minutes of the August 10, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Commissioners Arnold and Warren. Commissioner Hall abstains. Motion carried.

Motion by Commissioner Warren to approve the minutes of the August 24, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Commissioner Arnold abstains. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 8/25/2016 for \$196,572.91 for General Expenses
- Cash Disbursement Journal dated 8/31/2016 for \$73,905.30 for General Expenses
- Cash Disbursement Journal dated 8/31/2016 for \$64,355.17 for General Expenses
- Cash Disbursement Journal dated 9/7/2016 for \$157,607.85 for General Expenses
- Cash Disbursement Journal dated 9/6/2016 for \$99,314.59 for Children & Youth
- Cash Disbursement Journal dated 9/7/2016 for \$189,078.79 for Gross Wages Report
- ratify the EFTPS payment dated 9/7/2016 for \$8,680.44 for State Withholding taxes
- ratify the EFTPS payment dated 9/7/2016 for \$31,295.87 for Federal Payroll taxes
- ratify the EFTPS payment dated 9/7/2016 for \$19,035.12 for Employee Retirement
- ratify the EFTPS payment dated 9/7/2016 for \$872.68 for PASCUDU

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

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

- Michelle Graziano, Mark Phillips, Children & Youth, State College, October 25-28, 2016, PCYA Quarterly Meeting, Cost \$1,356.00, Cost to County \$271.20
- Kimberly Harshaw, Marysa Edwards-Ball, Sarah Snee, Katelyn Briggs, Children & Youth, Pittston, October 19, 2016, Managing the Impact of Traumatic Stress, Cost \$48.00, Cost to County \$9.60
- Jolene Kelly, Gerald Daly, Raymond Totten, Chad Weaver, Children & Youth, Pittston, September 26, 2016, Writing Skills for Case Documentation, Cost \$48.00, Cost to County \$9.60
- Patricia Leach, Assessment, State College, November 3-4, 2016, AAP Fall Conference, Cost \$636.94, Cost to County \$636.94
- John Lester, Juvenile Probation, Harrisburg, November 3, 2016, Conference on Juvenile Justice, Cost \$497.00, Cost to County \$0.00
- Mark Shelp, Jail, State College, October 2-5, 2016, PCCA Fall Conference, Cost \$196.00, Cost to County \$196.00
- Robert Thatcher, EMA, Horseheads, NY, September 15, 2016, Training for Well Control Emergencies, Cost \$60.00, Cost to County \$60.00
- Deanna Wasko, Raymond Totten, Chad Weaver, Pittston, September 30, 2016, Engaging Incarcerated Parents, Cost \$36.00, Cost to County \$7.60

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

-Samantha Wickizer, Assessment, State College, November 3-4, 2016, AAP Fall Conference, Cost \$646.94, Cost to County \$646.94

-Eric Wilson, Jail, State College, October 2-5, 2016, PCCA Fall Conference, Cost \$324.00, Cost to County \$324.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the transfer of Eric Donovan, Montrose, from part-time Corrections Officer, to the open, full-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Jail Bargaining Unit Contract and benefits according to government mandated requirements, effective date August 25, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Michael Torres, Jail, effective close of business on August 25, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Steven Vandermark, Jail, effective close of business on August 25, 2016, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Susan Lathrop, Prothonotary, effective September 9, 2016, per the recommendation of Clerk of Courts/Prothonotary Chris Jones.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Theresa Bennici, Commissioners' Office, effective close of business on September 9, 2016, per the recommendation of Deputy Chief Clerk R.S. Stoud.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren appoint Andrew Gardner, Thompson Boro, to the open position of Public Director to the Susquehanna County Conservation District, effective immediately for remainder of the unexpired term through December 31, 2018.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept and acknowledge the Grant for Medical Assistance Transportation Program (MATP) in the amount of \$543,961.00 for Fiscal Year 2016-2017. This is a pass through program, administered by TREHAB.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve financial support to Harford Township in the amount of, but not to exceed, \$68,625.00 for the purpose of sewage upgrades under the PA Small Water and Sewer Program. Harford Township has committed 1.9 million dollars in upgrades to the Township sewer plant and facility through USDA loans. This project will leverage an additional \$457,000.00 in grant funding for grinder pump upgrades with the County's support. Funds totaling \$68,625.00 are from Act 13 revenues. The County's funding obligation is contingent upon the successful awarding of the above grant.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2016-14, proclaiming the month of September, 2016 as Hunger Action Month and the day of September 16, 2016 as Thunder for Hunger Day.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Public Comment Summary

1. Comment on meeting times
2. Comment on Public Comment, addition of bullet points added to minutes
3. Comment on proposed incinerator
4. Comment on County Solicitor
5. Comment on recent lockdown of Montrose District Schools
6. Comment on House Bill 1391 relative minimum royalties with Chesapeake

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.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

ATTEST:

Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-18
09-28-16

Commissioner Hall called the Meeting to order at 8:59 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Arnold, and Warren.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Commissioners' Meeting reconvened at 9:06 am.

Motion by Commissioner Warren to approve the minutes of the September 14, 2016 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 9/14/2016 for \$145,390.91 for General Expenses
- Cash Disbursement Journal dated 9/21/2016 for \$210,898.64 for General Expenses
- Cash Disbursement Journal dated 9/20/2016 for \$59,502.67 for Children & Youth
- Cash Disbursement Journal dated 9/21/2016 for \$199,021.61 for Gross Wages Report
- ratify the EFTPS payment dated 9/21/2016 for \$8,919.34 for State Withholding taxes
- ratify the EFTPS payment dated 9/21/2016 for \$32,482.86 for Federal Payroll taxes
- ratify the EFTPS payment dated 9/21/2016 for \$19,458.41 for Employee Retirement
- ratify the EFTPS payment dated 9/21/2016 for \$903.98 for PASCDU

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

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

- Paul Johnson, EMA, Wilkes-Barre, October 3, 2016, Communicating Weather Information, Cost \$20.00, Cost to County \$20.00
- Nancy Tator, Mary Rosengrant, 911, Jessup, October 12, 2016, Mandatory CLEAN Updates and Training, Cost \$43.74, Cost to County \$43.74

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the transfer of Christopher Zawiski, Great Bend, from part-time Corrections Officer, to the open, full-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective September 15, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the transfer of Eric Hiltwine, Montrose, from full-time Corrections Officer, to the open, full-time position of Corrections Sergeant, \$15.00 per hour with an increase to \$16.00 per hour at the completion of a six month probationary period, varied hours, per the County Policy Manual and benefits according to government mandated requirements, effective September 15, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the hiring of Jeremy Shiptoski, New Milford, to the open, part-time position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective September 26, 2016, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and acknowledge the transfer of Amanda Lannon, Kingsley, from the temporary position of Administrative Clerk to the open position of 1st Deputy Clerk of Courts at a salary of \$28,000, effective September 19, 2016, per Clerk of Courts/Prothonotary Jones.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and acknowledge the transfer of Christy Moreck, Meshoppen, from 2nd Deputy Clerk of Courts to the open position of 1st Deputy Prothonotary at a salary of \$28,000, effective September 19, 2016, per Clerk of Courts/Prothonotary Jones. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the appointment of Lana Adams, Dimock, to the open position of Chief Clerk at a salary of \$62,500, effective November 7, 2016. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and acknowledge the termination of Joan Burman, New Milford, 1st Deputy Clerk of Courts, effective September 19, 2016, per the recommendation of Clerk of Courts/Prothonotary Jones. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and acknowledge the resignation of Brittany Carter, Susquehanna, from the position of Domestic Relations Intake Officer, effective September 22, 2016, per the recommendation of Domestic Relations Director Taylor. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to assign Jeanne Conklin, Human Resources Director / Deputy Chief Clerk, the authority to use facsimile signatures for any or all of the three Commissioners by ink stamp in lieu of personally made signatures on County checks, as well as attestation ability in lieu of the Chief Clerk/Deputy Chief Clerk's signature on any County documents, provided such authority is given and exercised under the direction of each Commissioner. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2016-15, proclaiming the month of October, 2016 as Domestic Violence Awareness Month. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2016-16, proclaiming the week of October 2-8, 2016 as Mental Illness Awareness Week. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-14, RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR FFY 2016 PENNSYLVANIA COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT PROGRAM FUNDS. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-15, RESOLUTION FOR FAIR HOUSING. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-16, RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-17, COUNTY OF SUSQUEHANNA MINORITY BUSINESS ENTERPRISE PLAN AND STATEMENT OF GOALS. Second Commissioner Arnold. Ayes: Unanimous. Motion carried.

Public Comment Summary:

1. Recording of Public Comment
2. Proposed incinerator
3. Courthouse construction
4. Old Jail
5. DEP Letter on Air Ordinance
6. Tax collectors
7. Proclamation on Hunger Action Month

Motion by Commissioner Hall to step down as Chairman of the Board of Commissioners and to nominate Vice-Chair Arnold to become Chairman of the Board of Commissioners. Second Commissioner Warren. Ayes: Hall, Warren. Nays: Arnold. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to nominate Commissioner Hall to become Vice-Chair of the Board of Commissioners.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:47 am.

ATTEST:

Susquehanna County Commissioners

Deputy Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-19
10-12-16

Commissioner Arnold called the Meeting to order at 8:59 am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

William Briggs – Recycling – 5 Years

Thomas Button – Assessment – 15 Years

Jacob Henry – Jail – 10 Years

LuAnn Myers – Register & Recorder – 10 Years

Wendy Yadlosky – District Justice – 5 Years

Motion by Commissioner Hall to approve the minutes of the September 28, 2016 Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 9/28/2016 for \$301,524.93 for General Expenses
- Cash Disbursement Journal dated 9/30/2016 for \$55,068.49 for General Expenses
- Cash Disbursement Journal dated 10/5/2016 for \$88,311.55 for General Expenses
- Cash Disbursement Journal dated 10/4/2016 for \$141,143.38 for Children & Youth
- Cash Disbursement Journal dated 10/4/2016 for \$622.46 for Jury
- Cash Disbursement Journal dated 9/30/2016 for \$188,395.17 for Gross Wages Report
- ratify the EFTPS payment dated 10/5/2016 for \$8,614.93 for State Withholding taxes
- ratify the EFTPS payment dated 10/5/2016 for \$31,090.67 for Federal Payroll taxes
- ratify the EFTPS payment dated 10/5/2016 for \$18,772.63 for Employee Retirement
- ratify the EFTPS payment dated 10/5/2016 for \$903.98 for PASCDU

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Salene Herman, Sheriff, Harrisburg, November 15, 2016, Streamlining of Sheriff Sale Process, Cost \$12.00, Cost to County \$12.00
- Jon Record, Sheriff, Jessup, October 12, 2016, Mandatory TAC and CLEAN Updates and Training, Cost \$12.00, Cost to County \$12.00
- Debra Strong, District Attorney, Jessup, October 12, 2016, Mandatory TAC and CLEAN Updates and Training, Cost \$12.00, Cost to County \$12.00

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Stacy Thatcher, Susquehanna, to the open, full-time position of 2nd Deputy Clerk of Courts, \$10.85 per hour, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective October 17, 2016, per the recommendation of Clerk of Courts/Prothonotary Jones.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the appointment of Jessica Zaweski, New Milford, to the Susquehanna County Task Force, effective October 12, 2016, per the recommendation of District Attorney Klein.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the appointment of Lana Adams, Dimock, as Susquehanna County Open Records Officer, effective November 7, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to sign the 2017 Thompson & Johnson Preventative Maintenance Agreement. This agreement is for the Toyota forklift and the Toyota clamp truck located at the Recycling Center. Cost per service call is \$242.00 each.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Hall to sign the 2017 Creative Information Systems Service Agreement. This Agreement is for technical support for the weigh scale software at the Recycling Center, for a total cost of \$567.15 for the 2017 calendar year.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

1. Proposed incinerator
2. DEP letter
3. County Comprehensive Plan
4. Compressor stations
5. 81 exit expansion

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-20
10-26-16

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Warren.

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.
Second Commissioner Hall.

Commissioners' Meeting reconvened at 9:04 am.

Motion by Commissioner Hall to approve the minutes of the October 12, 2016 Commissioners' Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:
-Cash Disbursement Journal dated 10/13/2016 for \$2,976.80 for Elections
-Cash Disbursement Journal dated 10/14/2016 for \$388,577.28 for General Expenses
-Cash Disbursement Journal dated 10/20/2016 for \$48,632.62 for General Expenses
-Cash Disbursement Journal dated 10/20/2016 for \$62,931.80 for Children & Youth
-Cash Disbursement Journal dated 10/19/2016 for \$200,492.64 for Gross Wages Report
-ratify the EFTPS payment dated 10/14/2016 for \$8,967.35 for State Withholding taxes
-ratify the EFTPS payment dated 10/14/2016 for \$32,898.26 for Federal Payroll taxes
-ratify the EFTPS payment dated 10/14/2016 for \$19,301.56 for Employee Retirement
-ratify the EFTPS payment dated 10/14/2016 for \$903.98 for PASCDU
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve and/or ratify the following seminar requests and/or payment for seminar requests:
-Paul Johnson, Robert Thatcher, EMA, Stroudsburg, November 16, 2016, Incident Response to Terrorist Bombings, Cost \$20.00, Cost to County \$20.00
-Michael Koscelnak, Adult Probation, Palmyra, November 1-4, 2016, Certified Firearms Instructor Recertification, Cost \$0.00, Cost to County \$0.00
Joseph Parise, CYS, Wilkes-Barre, October 20, 2016, Addiction: Hope for Recovery, Cost \$0.00, Cost to County \$0.00
Joseph Parise, Marysa Edwards-Ball, Sarah Snee, Kim Harshaw, Jolene Kelly, CYS, Pittston, November 9, 2016, Using Ethics to Guide Casework and Decision Making, Cost \$60.00, Cost to County \$12.00
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify the hiring of Gregory Scheer, Montrose, to the open, 90 day temporary, full-time position of Courthouse Security Officer, \$11.00 per hour, effective October 11, 2016, per the recommendation of Sheriff Lance Benedict.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify the hiring of Keisha Carman, Montrose, to the open, temporary, full-time position of Clerk of Courts Administrative Clerk, \$10.35 per hour, effective October 13, 2016, per the recommendation of Clerk of Courts/Prothonotary Chris Jones.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to acknowledge the hiring of Casey Coyle, Nicholson, to the open, full-time, union position of Intake Officer, \$9.70 per hour, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective November 14, 2016, per the recommendation of Domestic Relations Director Raebelle Taylor.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to approve the transfer of David Fredendall, Montrose, from Prison Maintenance/Electrical & HVAC Technician to the open position of Maintenance/Electrical & HVAC Technician, \$14.52 per hour, balance of original probationary period (May 25, 2016) to be filled per the Bargaining Unit Contract and benefits according to government mandated requirements, effective October 27, 2016, per the recommendation of Maintenance Department Head Dennis Landis.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Rolly Brink, New Milford from Maintenance to the open position of Prison Maintenance/Electrical & HVAC Technician, \$21.30 per hour, effective October 27, 2016 per the recommendation of Maintenance Department Head Dennis Landis.

*Note: this rate of pay is due to a departmental transfer of position, not a starting rate of pay
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the transfer of Rachel Carrico, Montrose, from Administrative Assistant / EMA Grant Coordinator to Department of Public Safety Office Manager, \$32,000 per year, six month probation, benefits according to government mandated requirements/County Policy Manual, effective October 27, 2016, per the recommendation of Public Safety Director R.S. Stoud.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the resignation of Gregory Scheer, Montrose, Courthouse Security Officer, effective October 13, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve and ratify the termination of Amanda Smith, Meshoppen, 911 Telecommunicator, effective October 13, 2016, per the recommendation of 911 Coordinator Art Donato.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Garrett Schneider, Montrose, 911 Telecommunicator, effective November 4, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of William Wolfe, Union Dale, Sheriff's Deputy, effective November 4, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Diane Quattrocchi, Montrose, Director of Elections/Voter Registrar, effective November 30, 2016.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the transfer of SarahRae Sisson from the full-time, union, position of Assistant Director of Elections/Voter Registrar to the full-time, non-union position of Director of Elections/Voter Registrar, salary of \$34,000.00 per year, minimum of 40 hours per week, six month probation period and benefits according to government mandated requirements/County Policy Manual, effective December 1, 2016, per the recommendation of Deputy Chief Clerk R.S. Stoud.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

1. Employee turnover rate
2. Youth at the Booth
3. Proposed incinerator

Motion by Commissioner Arnold to close the Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:42 am.

ATTEST:

Chief Clerk

Susquehanna County Commissioners
CS #59

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-21
11-09-16

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Trudy Perez – Public Defender – 20 Years
Kathleen Ragard – District Attorney's Office – 20 Years

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioners' Meeting reconvened at 9:03 am.

Motion by Commissioner Hall to approve the minutes of the October 26, 2016 Commissioners' Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 10/25/2016 for \$116,385.05 for General Expenses
- Cash Disbursement Journal dated 11/3/2016 for \$296,346.36 for General Expenses
- Cash Disbursement Journal dated 11/3/2016 for \$95,914.91 for Children & Youth
- Cash Disbursement Journal dated 11/2/2016 for \$189,732.26 for Gross Wages Report
- EFTPS payment dated 11/2/2016 for \$8,662.69 for State Withholding taxes
- EFTPS payment dated 11/2/2016 for \$31,226.57 for Federal Payroll taxes
- EFTPS payment dated 11/2/2016 for \$18,716.44 for Employee Retirement
- EFTPS payment dated 11/2/2016 for \$903.98 for PASCDU

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

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

- Elizabeth Arnold, Commissioners' Office, Hershey, November 20-22, 2016, CCAP Fall Conference, Cost \$548.00, Cost to County \$548.00
- Eugene Michinski, County Task Force, Montour Falls, NY, January 16-27, 2017, DARE Officer Training, Cost \$1091.55, Cost to County \$1091.55

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify, with regret, the resignation of Kami Lee, Thompson, Domestic Relations Financial Enforcement Officer, effective October 27, 2016.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify the hiring of Joseph Mangin, Thompson, to the open, 90 day temporary, full-time position of Courthouse Security Officer, \$11.00 per hour, effective November 4, 2016, per the recommendation of Sheriff Benedict.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to amend the motion from the October 28, 2016 Commissioners' Meeting approving the transfer of SarahRae Sisson from Assistant Director of Elections/Voter Registrar to Director of Elections/Voter Registrar, clarifying that this transfer would not include the scheduled salary increase on January 1, 2017, per policy.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Hall to sign the following Purchase of Service Agreements Between:
-Susquehanna County Services for Children & Youth and Valley Youth House, Allentown, for the term July 1, 2015 through June 30, 2016 for the following program only: Certificate #224030 – Unit RC - \$187.08 per diem.
-Susquehanna County Services for Children & Youth and Valley Youth House, Allentown, for the term July 1, 2016 through June 30, 2017 for the following programs only: Certificate #224030 – Unit RC - \$187.08 per diem, Certificate #224030 – Unit RA - \$142.53 per diem
-Susquehanna County Services for Children & Youth and United Children's Homes, Inc., West Hazleton, for the term July 1, 2015 through June 30, 2016 for the following program only: Certificate #214360 – Unit AA - \$128.00 per diem
-Susquehanna County Services for Children & Youth and United Children's Homes, Inc., West Hazleton, for the term July 1, 2016 through June 30, 2017 for the following program only: Certificate #214360 – Unit AA - \$138.00 per diem
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2016-17, proclaiming November 15, 2016 as America Recycles Day in Susquehanna County.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Notice is hereby given that the 2017 Susquehanna County Budget, totaling \$29,994,024.81. Budget is available for review in the reception area of the Chief Clerk's Office. Tentatively, action will be taken on December 14th, 2016 at the regular Commissioners' Meeting to adopt the 2017 Budget.

Public Comment

1. 2017 County Budget
2. Pending lawsuits
3. Proposed incinerator

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

Chief Clerk

Susquehanna County Commissioners

CS-16-22
11-23-16

Commissioner Arnold called the Meeting to order at 9:03am in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Warren.

Motion by Commissioner Warren to approve the minutes of the November 9, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 11/07/2016 for \$86,248.88 for General Expenses
- Cash Disbursement Journal dated 11/15/2016 for \$32,826.00 for Election
- Cash Disbursement Journal dated 11/16/2016 for \$122,920.14 for General Expenses
- Cash Disbursement Journal dated 11/18/2016 for \$77,612.18 for Children & Youth
- Cash Disbursement Journal dated 11/17/2016 for \$2,457.84 for Jury Duty
- Cash Disbursement Journal dated 11/16/2016 for \$192,020.00 for Gross Wages Report
- EFTPS payment dated 11/16/2016 for \$8,567.97 for State Withholding Taxes
- EFTPS payment dated 11/16/2016 for \$30,728.74 for Federal Payroll Taxes
- EFTPS payment dated 11/16/2016 for \$18,703.12 for Employee Retirement
- EFTPS payment dated 11/16/2016 for \$903.98 for PASCDU

Second Commissioner Warren. Ayes: Unanimous. Motion carried

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

- Katelyn Briggs, Children and Youth, Pittston, November 8, 2016, Family Group Decision Making, Cost \$198.00, Cost to County \$39.60.
- Katelyn Briggs, Joseph Parise, Children and Youth, Pittston, April 6, 2017, Family Finding: Overview, Cost \$24.00, Cost to County \$4.80.
- Jolene Kelly, Chad Weaver, Kimberly Harshaw and Suzanne Swart, Children and Youth, Pittston, May 31, 2017, Heroin, Cost \$48.00, Cost to County \$9.60.
- Jolene Kelly, Chad Weaver, Suzanne Swart and Marysa Edwards-Ball, Children and Youth, Pittston, May 30, 2017, Methamphetamine, Cost \$48.00, Cost to County \$9.60.
- Patricia Leach, Assessment, Scotrun, December 2, 2016, Reassessment of Real Property, Cost \$25.00, Cost to County \$25.00.
- Virginia Smith, Juvenile Probation, Harrisburg, November 30-December 2, 2016, New User Juvenile Probation Training Course, Cost \$75.00, Cost to County \$75.00.
- Joseph Parise, Children and Youth, Pittston, February 21-22, 2017, Building and Sustaining Father Engagement, Cost \$108.00, Cost to County \$26.40.
- Diana Roszel, Children and Youth, Pittston, June 8, 2017, Leadership and the Parallel Process, Cost \$66.00, Cost to County \$13.20.
- Sarah Snee and Marysa Edwards-Ball, Wilkes-Barre, November 18, 2016, Human Trafficking from Denial to Engagement, Cost \$60.00, Cost to County \$12.00.
- Spenser Stoud, Children and Youth, Pittston, February 1-2, March 3, April 3-4, May 2-3, and June 1, 2017, Sexual Abuse Training Series, Cost \$528.00, Cost to County \$105.60.
- Robert Thatcher, Jr., Emergency Management Agency, Hamburg, December 7, 2016, Eastern Region Training Exercise Meeting, Cost \$60.00, Cost to County \$60.00.
- Ray Totten, Jolene Kelly, Sarah Snee, Suzanne Swart, Deanna Wasko and Isaac Hobbs, Children and Youth, Pittston, February 9-10, 2017, Strategies to Empower Families Experiencing Domestic Violence, Cost \$144.00, Cost to County \$28.80.
- Ray Totten, Kimberly Harshaw, Sarah Snee, Marysa Edwards-Ball and Diana Roszel, Children and Youth, Pittston, April 7, 2017, Lesbian, Gay, Bisexual, Transgender and Questioning Youth in the Child Welfare System, Cost \$60.00, Cost to County \$12.00.
- Ray Totten and Joseph Parise, Children and Youth, Pittston, April 17, 2017, Managing the Impact of Traumatic Stress on the Child Welfare Professional, Cost \$24.00, Cost to County \$4.80.
- Chad Weaver, Kimberly Harshaw, Sarah Snee, Marysa Edwards-Ball, Diana Roszel, Deanna Wasko and Isaac Hobbs, Children and Youth, Pittston, June 27-28, 2017, Loss, Grief, Dying, Death, AIDS and the Substance Abuser, Cost \$168.00, Cost to County \$33.60.
- Samantha Wickizer, Assessment, Scotrun, December 2, 2016, Reassessment of Real Property, Cost \$25.00, Cost to County \$25.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to accept, with regret, the resignation of Andrew Genneken, Deputy Sheriff, effective December 27, 2016, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Jeanette Smith, Corrections Officer/Cook, effective January 18, 2017, per the recommendation of Warden Mark Shelp.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept, with regret, the retirement of Thomas Button, Chief Assessor, effective June 8, 2017, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to reappoint the following to the Susquehanna County Conservation Board of Directors:

William Bayne, Liberty Township – Public Director – for a term of January 1, 2017 - December 31, 2020

MaryAnn Warren - Commissioner Director – for a term of January 1, 2017 - December 31, 2017

Second Commissioner Arnold. Ayes: Hall and Arnold, Warren abstained. Motion carried.

Motion by Commissioner Hall to appoint William Burke, Auburn Township, to the Susquehanna County Conservation Board of Directors as a Public Director for a term of January 1, 2017 – December 31, 2020.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the following 2017 Holiday Schedule:

New Year's Day Observation	Monday, January 2
Presidents' Day	Monday, February 20
Good Friday	Friday, April 14
Memorial Day	Monday, May 29
County Floating Holiday*	Monday, July 3
Independence Day	Tuesday, July 4
Labor Day	Monday, September 4
Columbus Day	Monday, October 9
Veterans' Day Observation	Friday, November 10
Thanksgiving Day	Thursday, November 23
Day after Thanksgiving	Friday, November 24
Christmas	Monday, December 25
County Floating Holiday*	Tuesday, December 26

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Hall to approve the 2017 Miscellaneous Compensation Schedule effective 01/01/2017:

01-4111.00-4391.04	Emergency Burials			\$675.00/Ea.
01-4120.00-4368.02				
Election Officers	To 150	151-500	501-1000	over 1000
Judge of Election	\$140.00	\$150.00	\$160.00	\$170.00
Inspector	\$140.00	\$150.00	\$160.00	\$170.00
Clerk	\$90.00	\$100.00	\$110.00	\$120.00
Constable and Deputy	\$90.00	\$100.00	\$110.00	\$120.00
01-4120.00-4315.01	Rent			\$50.00
01-4120.00-4368.03	Election Ret Bd – Clerks Computing Returns			\$75.00/Day
	Resolution Board			\$60.00/Day
	Election Night Workers – Court House			\$50.00/Day
01-4120.00-4368.02	Student Stipend			\$50.00/Day
01-4136.00-4368.04	Outside Assessors 2400 hours			\$ 7.25/Hr.
	Electric Hook-up Notices			\$ 2.00/Ea.
01-4139.00-4362.01	Treasurer's Solicitor			\$600.00/Retainer
01-4139.00-4369.01	Temporary Clerical Labor			\$ 7.25/Hr.
01-4437.00-4117.01	Tax Collectors' Commission			\$ 4.00/Bill
62-4560.00-4117.01				
01-4133.00-4362.01	Auditors Solicitor			\$600.00/Retainer
01-4196.00-4362.01	Reg. of Wills Solicitor			\$600.00/Retainer
01-4153.00-4362.01	Rec. of Deeds Solicitor			\$600.00/Retainer
01-4197.00-4362.01	Sheriff's Solicitor			\$600.00/Retainer
01-4195.00-4362.01	Prothonotary Solicitor			\$600.00/Retainer
01-4191.00-4362.01	Clerk of Courts' Solicitor			\$600.00/Retainer
01-4193.00-4362-01	Coroner's Solicitor			\$600.00/Retainer
01-4194.00-4368.06	Witnesses			\$ 5.00/Day
01-4184.00-4112.01	Court Stenographer			\$67.00/Day
01-4184.00-4368.07	Tipstaff – Court			\$60.00/Day
01-4184.00-4368.08	Viewers			\$75.00/Day
	Chairman – Board of Viewers			\$125.00/Day
01-4184.00-4368.05	Jurors			\$ 9.00/Day
01-4184.00-4362.01	Depositions			\$35.00/Each
	Professional Services:			
01-4184.00-4362.06	Arbitration Panel			\$150.00/Hr.
	Mental Health Hearing Counsel			\$100.00/Hour
	Mental Health Hearing Officer			\$270.00/Case
01-4184.00-4362.01	Court Appointed Counsel			\$60.00/Hr
01-4152.00-4362.02	Asst. Pub. Def. Prof. Services Legal			\$50.00/Hr.
01-4193-00-411359	Second Deputy Coroner-On Call			\$3.00//Hr-
Salary Board 6-11-14	Bi-Yearly			
01-4232.00-4369.01	Prison Inmate Labor			\$.25-2.00/Hr
01-4590.00-4395.03	Memorial Day Expenses			\$400.00/Ea
15-4187.00-4362.01	DRS Professional Legal Services/Solicitor			\$100.00/Hr.
	Witnesses			\$.07/Mile
	Jurors			\$.17/Mile
	Co. Officials & Employees on Co. Business			IRS RATE
	Minimum			\$ 2.00/Trip

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Maintenance and Service Agreement between the Pennsylvania Commission on Crime and Delinquency, the Pennsylvania District Attorneys' Institute and Susquehanna County for the period January 1, 2017 through December 31, 2017, for the SAVIN software used in the District Attorney's Office and the Susquehanna County Correctional Facility. The 50% County portion of the invoice is \$1,220.02

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve and renew the Professional Services Contract renewal with MCM Consulting Group for 911 Planning, Funding, Reconciliation, and Grant Applications for the term to commence February 1, 2017 and continue for three (3) years, at a cost of \$16,000 per year (total 3-year renewal value \$48,000).

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Hall to sign the Memorandum of Agreement between Susquehanna County and the Federal Emergency Management Agency (FEMA) for access to FEMA's Integrated Public Alert and Warning System (IPAWS) through the CodeRED platform.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to sign and accept the \$1,082,000.00 2016 PHARE Grant Agreement to create, rehabilitate and/or support affordable housing. Grant funds are from the Pennsylvania Housing Finance Agency.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve employee-paid dental, vision, and life insurance benefit enrollment options for County employees with The Benefits Group, effective February 1, 2017, at no cost to the County.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the proposal with Rave Mobile Safety to provide Smart 911 Software at the cost of \$37,750.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to advertise bids for the Susquehanna County Recycling Center Refuse Needs. Sealed bids are to be returned by 12:00 Noon on Tuesday, December 27, 2016 in the Chief Clerk's Office. The sealed bids will be opened at the December 28, 2016 Commissioner Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

- PHARE funding level
- Intelligent 911 impact
- Proposed 911 facility site

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

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:14am.

ATTEST:

Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-23
12-12-16

Commissioner Arnold called the Special Commissioners' meeting to order at 6:00pm in the Commissioners' meeting room in the Susquehanna County Courthouse.

Pledge of Allegiance

Present: Commissioners Arnold, Hall and Warren.

Motion by Commissioner Hall to set the salary increase for the Prothonotary, Clerk of Courts, and Sheriff for the years 2018 and 2019 at 0% per year and require them to pay 25% of their health insurance premium in 2018 and 2019.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to set the salary increase for the Prothonotary, Clerk of Courts, and Sheriff for the years 2020 and 2021 at 0% and require them to pay 25% of their health insurance premium in 2020 and 2021.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to set the rate for Tax Collectors for the years 2018, 2019, 2020, and 2021 at \$4.00 per bill, collected or uncollected.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment:

- Discussion regarding tax collection processes

Motion by Commissioner Hall to close the Special Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Commissioners' meeting adjourned at 6:27pm.

ATTEST:

Susquehanna County Commissioners

Chief Clerk

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

CS-16-24
12-14-16

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 and Warren.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Justin Sprout – District Attorney's Office - 5 Years

Motion by Commissioner Warren to recess the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Commissioner's Meeting reconvened at 9:05 am.

Motion by Commissioner Warren to approve the minutes of the November 23, 2016 Commissioners' Meeting.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the December 12, 2016 Special Commissioners' Meeting.

Second Commissioner Warren. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 11/3/2016 for \$64,967.97 for General Expenses
- Cash Disbursement Journal dated 11/23/2016 for \$266,559.15 for General Expenses
- Cash Disbursement Journal dated 11/30/2016 for \$1,401,013.20 for General Expenses
- Cash Disbursement Journal dated 12/7/2016 for \$181,443.28 for General Expenses
- Cash Disbursement Journal dated 12/2/2016 for \$82,661.96 for Children & Youth
- Cash Disbursement Journal dated 11/30/2016 for \$205,839.38 for Gross Wages Report
- EFTPS payment dated 11/30/2016 for \$9,189.13 for State Withholding Taxes
- EFTPS payment dated 11/30/2016 for \$34,185.86 for Federal Payroll Taxes
- EFTPS payment dated 11/30/2016 for \$19,203.91 for Employee Retirement
- EFTPS payment dated 11/30/2016 for \$903.98 for PASCDU

Second Commissioner Hall. Ayes unanimous. Motion carried.

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

- Michelle Graziano and Mark Phillips, Children and Youth, State College, January 17-20, 2017, PCYA Quarterly Meeting – January 2017, Cost \$1,406.00, Cost to County \$281.20.
- Robert Klein, District Attorney, Pittsburgh, February 7-9, 2017, Mid-Winter Meeting Advanced Trial Advocacy, Cost \$1,143.00, Cost to County \$1,143.00.
- Raebelle Taylor, Domestic Relations, State College, May 1-3, 2017, 2017 Spring Directors' Meeting, Cost \$353.30, Cost to County \$353.30.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to ratify and acknowledge the hiring of Edward Fish, Montrose to the open, part-time union position of Corrections Officer, \$13.68 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements, effective December 19, 2016, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-18, which authorizes the Commissioners to pursue a \$9,000.00 Construction Loan with Peoples Security Bank.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2016-19, declaring Paul Johnson, Emergency Management Coordinator, as Designated Agent for FEMA-4267-DR-PA under the Hazard Mitigation Grant Program.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to approve the contract with INFOCON for customized software and services to convert scanned images into the format requested by the Administrative Offices of Pennsylvania Courts (AOPC). The software purchase and installation will cost \$3,000.00; software support to be billed at \$125.00/hour rate.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and CHILDREN'S SERVICE CENTER OF WYOMING VALLEY of Wilkes-Barre for the term July 1, 2015 through June 30, 2016, inclusive, for the following programs only: Certificate of Compliance #210430, Unit FC - \$49.28 per diem.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and DEVEREAUX at King of Prussia for the term July 1, 2014 through June 30, 2015, inclusive, for the following programs only: Certificate of Compliance #132880, Unit ID IM - \$80.78 per diem and Certificate of Compliance #195960, Unit ID DM - \$149.59 per diem.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and DEVEREAUX at King of Prussia for the term July 1, 2015 through June 30, 2016, inclusive, for the following programs only: Certificate of Compliance #195960, Unit ID DM - \$184.03 per diem.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and DEVEREAUX at King of Prussia for the term July 1, 2016 through June 30, 2017, inclusive, for the following programs only: Certificate of Compliance #195960, Unit ID DM - \$200.00 per diem.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to advertise bids for the Susquehanna County Excavating and Heavy Equipment Services for the period of January 1, 2017 to December 31, 2018. Sealed bids are to be returned by 12:00 Noon on Tuesday, January 10, 2017 in the Chief Clerk's Office. The sealed bids will be opened at the January 11, 2017 Commissioner Meeting.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to set the salary increases for non-union, non-elected employee salaries for 2017 at an increase of 2%.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to establish employee health care contribution rates for non-union, non-elected employees for 2017 as listed in the attached chart.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to transfer \$33,117.66 from the Marcellus Legacy Fund to the Agricultural Land Preservation Fund.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to set the millage for the year 2017 for Susquehanna County as follows: 10.50 mills for General Real Estate for the General Fund and 0.33 mills for the Library Fund. The total millage for Real Estate is 10.83 mills.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to adopt the 2017 Susquehanna County Budget in the amount of \$29,994,024.81.
Second Commissioner Hall. Ayes unanimous. Motion carried.

Public Comment

1. Construction Loan Needs
2. Agricultural Land Preservation Fund Use
3. Auditor General Act 13 Findings and Response
4. Economic Development and Community Rejuvenation Efforts
5. The Need to Revisit County Commissioner Leadership

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2016

Motion by Commissioner Warren to reinstate Commissioner Hall as the Chairman of the Commissioners.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to designate Commissioner Arnold as the Vice Chairman of the Commissioners.

Second Commissioner Hall. Ayes unanimous. Motion carried.

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Hall.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:51 am.

ATTEST:

Chief Clerk

Susquehanna County Commissioners