

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-01  
01-11-2017

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.

Commissioners' Meeting reconvened at 9:04 am.

Motion by Commissioner Warren to approve the minutes of the December 28, 2016 Commissioners' Meeting and add the correction that Commissioner Arnold seconded the seminar requests and/or payments, ayes were unanimous and the motion carried.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 12/28/2016 for \$262,513.73 for General Expenses
- Cash Disbursement Journal dated 1/4/2017 for \$59,403.31 for General Expenses
- Cash Disbursement Journal dated 1/4/2017 for \$97,715.15 for Children & Youth
- Electronic payment dated 12/28/2016 for \$8,783.22 for State Withholding Taxes
- EFTPS payment dated 12/29/2016 for \$74,853.17 for Federal Payroll Taxes
- Electronic payment dated 12/28/2016 for \$19,104.63 for Employee Retirement
- Electronic payment dated 12/28/2016 for \$869.46 for PASCDU
- Cash Disbursement Journal dated 12/28/2016 for \$196,312.39 for Net Wages
- Electronic payment dated 1/11/2017 for \$9,427.28 for State Withholding Taxes
- EFTPS payment dated 1/12/2017 for \$82,542.542.10 for Federal Payroll Taxes
- Electronic payment dated 1/11/2017 for \$20,169.87 for Employee Retirement
- Electronic payment dated 1/11/2017 for \$851.05 for PA SCDU
- Cash Disbursement Journal dated 1/11/2017 for \$205,375.89 for Net Wages

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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

- Paul Johnson, Emergency Management, State College, January 24, 2017, Statewide Regional Counter Terrorism Task Force Leadership Meeting, Cost to County \$0.
- Paul Johnson, Emergency Management, Jessup, Lords Valley and Snyder'sville, March 15, 2017, September 20, 2017 and December 20, 2017, respectively, North East Pennsylvania Regional Counter Terrorism Task Force – General & Executive Board Meetings, Cost to County, \$0.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the hiring of Mandy Houghton, New Milford, to the open, part-time position of Corrections Officer, \$13.95 per hour, varied hours effective January 3, 2017; and approve transfer to the open, full-time position of Corrections Officer/Cook, \$13.95 per hour, 40 hours per week, six month probationary period per the Bargaining Unit Contract and benefits according to government mandated requirements effective January 19, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Detective George Geisler, Office of the District Attorney, effective January 5, 2017, per the recommendation of District Attorney Robert Klein.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Robert Thatcher, Jr. to the non-union, full-time position of Emergency Management Coordinator at \$35,000 annual salary, minimum 40 hours per week, 24/7 on-call status, with benefits according to the government-mandated requirements, effective January 11, 2017 per the recommendation of R.S. Stoud, Public Safety Director/Deputy Chief Clerk.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Paul Johnson to the Emergency Management Operations and Training Officer at \$32,000 annual salary based on years of service and certifications held, minimum 40 hours per week, 24/7 on-call status, with benefits according to the

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government-mandated requirements, effective January 11, 2017 per the recommendation of R.S. Stoud, Public Safety Director/Deputy Chief Clerk.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Tax Claim Bureau to accept any price negotiated by Jason Miller, Tax Claim Bureau Director on each of the following properties on the repository list:

Auburn Township Map number 197.00-2,017.00,000. Robert Murray & Alma E. Blaisure.

Bridgewater Township Map number 143.06-2,007.00,002. Charles Jones. Trailer only

Dimock Township Map number 200.00-1,014.01,002 John A Henry III. Trailer only

Forest City Borough Map number 268.07-5,083.00,000 Christine Evans.

Forest City Borough Map number 268.07-6,037.00,000 Mark Scone.

Forest City Borough Map number 249.19-3,049.00,000 Joshua L. Smith.

Great Bend Township Map number 070.00-2,025.00,001 Kenneth L. Ayers. Trailer only

Montrose Borough W2 Map number 124.17-4,012.00,000 Michael Bodie

Susquehanna Borough Map number 054.11-5,030.00,000 Emmerick J Bares, Jr. c/o Ehrlich. Land only

Susquehanna Borough Map number 054.14-3,095.00,000 R H & Velona Day. Land only

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 HOFFMAN HOMES FOR YOUTH of Littlestown for the term July 1, 2016 through June 30, 2017, inclusive, for the following programs only: Certificate #309520, Unit ID-EMMANUEL - \$243.76 per diem pending CCBH appeal. If appeal is granted this will be a fully MA Placement at \$0.00 per diem.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the contract with Reeds Generator Service, LLC, Jackson for annual generator maintenance and related repairs necessary for the proper operation of the standby power system. Annual generator maintenance is \$1,610.00 plus synthetic oil at \$10.00 per quart; any related repairs will be billed separately, as they are not covered by the annual maintenance agreement. The annual maintenance inspection and hourly repair rates are in effect until December 31, 2017.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to appropriate \$56,555.00 in county matching funds for the agricultural conservation easement purchases for the 2017 program year, beginning January 1, 2017. These funds have been appropriated by Susquehanna County in a restricted account, reserved exclusively by the county for the purchase of easements. If any of these funds that are not expended by the end of December 31, 2018, will be available for use in subsequent fiscal periods for the same purpose. It is further certified that none of these funds will be used to pay administrative costs incurred by the county to purchase agricultural conservation easements, except as permitted under Act 46 of 2006.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to recognize the Susquehanna County Criminal Justice Advisory Board (CJAB), as supported by the Pennsylvania Commission on Crime and Delinquency (PCCD). The CJAB's mission is to improve the quality of life within Susquehanna County by supporting the local criminal justice system through an ongoing forum for collaboration among key decision-makers. CJAB will be comprised of diverse membership, with representation from law enforcement, health and human services agencies, corrections, victims' services agencies, and probation/parole.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to reappoint Stephen Tourje, Herrick Township, and William Owens, Clifford Township, each to the Economic Development Board for a three-year term January 1, 2017 through December 31, 2019.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to appoint Richard Ainey, New Milford Borough, to the Economic Development Board for a three-year term January 1, 2017 through December 31, 2019.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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Motion by Commissioner Warren to appoint Brad Sebring, Bridgewater Township, to the Susquehanna County Penn State Extension Advisory Council, for a 3-year term (January 1, 2017 to December 31, 2019).

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to appoint Brad Sebring, Bridgewater Township, to the Susquehanna County Ag Land Preservation Board for a three-year term beginning January 1, 2017 and expiring on December 31, 2019.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to award the bid for Refuse Service to Joe's Disposal Service, Inc. of Hallstead, PA for the period of December 1, 2016 through November 30, 2018, based upon the Refuse Dumpster Quote received December 22, 2016:

One 8-yd dumpster at Courthouse	\$130.00 per month
One 6-yd dumpster at County Office Building	\$120.00 per month
Two 8-yd dumpsters at Recycling Center	\$280.00 per month
Additional load same time & day	\$35.00 per additional load
One 8-yd dumpster at County Jail	\$155.00 per month
Additional Pick-ups	\$35.00 per pick up
Pick up will be once a week.	

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Commissioners' Meeting reconvened at 9:13 am.

Motion by Commissioner Warren to open for review the sealed bids for Excavating Service, which were due to the Chief Clerk by noon, January 10, 2017.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Bids were received from:

- Stoney Mountain
- CV Excavating
- GL Parrish
- Ken Rauch Excavating, Inc.

Motion by Commissioner Warren to advance the opened Excavating Service bid responses to the County Solicitor for review and to determine the lowest cost complete bid.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Public Comment

1. Local township to assess \$15 recording/filing fee to support removal of blighted properties.
2. Courthouse construction update
3. Johnson Controls, Inc. representatives describe performance contracting and Guaranteed Energy Savings Act projects
4. District Magistrate (Judge Hollister) move-in date (January 2017)
5. County Assessment Office move-in date (April 2017)
6. Discussion of options/recommendations for the Old Jail

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:40 am.

ATTEST:

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Lana R. Adams, Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-02  
01-25-2017

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

Recognizing the following County Employee Years of Service, 5 Year Incremental Anniversaries:

William Strong, County Detective, District Attorney's Office, 10 years  
Michelle Graziano, Director, Children and Youth Services, 10 years  
Michelle Summers, Sergeant, County Correctional Facility, 10 years

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

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Commissioners' Meeting reconvened at 9:03am.

Motion by Commissioner Arnold to approve the minutes of the January 11, 2017 Commissioners' Meeting.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to ratify or approve the following:

- Cash Disbursement Journal dated 01/09/2017 for \$118,229.74 for General Expenses
- Cash Disbursement Journal dated 01/10/2017 for \$348,271.52 for General Expenses
- Cash Disbursement Journal dated 01/18/2017 for \$73,395.49 for General Expenses
- Cash Disbursement Journal dated 01/19/2017 for \$25,257.25 for General Expenses
- Cash Disbursement Journal dated 01/16/2017 for \$64,065.53 for Children & Youth
- Electronic payment dated 01/25/2017 for \$8,767.81 for State Withholding Taxes
- EFTPS payment dated 01/25/2017 for \$74,832.52 for Federal Payroll Taxes
- Electronic payment dated 01/25/2017 for \$18,708.75 for Employee Retirement
- Electronic payment dated 01/25/2017 for \$851.05 for PA SCU
- Cash Disbursement Journal dated 01/25/2017 for \$196,685.43 for Net Wages

Second Commissioner Hall. Ayes: unanimous. Motion carried.

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

- Robert Thatcher, Jr., Emergency Management, Eaglesville, January 25-26, 2017, Mass Fatalities Incident Response, Total Cost \$377.80, Cost to County, \$377.80.
- Jason Miller and Wanda Travis, Tax Claim Bureau, State College, April 21, 2017, Tax Claim Bureau Association Spring Conference, Total Cost \$192.27, Cost to County \$192.27.
- Brian James, Commissioners' Office, Elmira, NY, February 13, 2017, The All-New Administrative Assistants Conference, Total Cost \$244.00, Cost to County \$244.00.
- Jon Record, Sheriff's Office, Troy, April 10-11, 2017, ALICE (Alert Lockdown Inform Counter Evacuate) Instructor Certification, Total Cost \$615.00, Cost to County \$615.00.
- Robert Thatcher, Jr., Emergency Management, Troy, April 10-11, 2017, ALICE Instructor Certification, Total Cost \$615.00, Cost to County \$615.00.
- Keisha Carman, Clerk of Courts office, Mechanicsburg, January 23-27, 2017, Juvenile Delinquency Training for New User, Cost to County \$0.
- Keisha Carman, Clerk of Courts office, Mechanicsburg, February 1-3, 2017, Dependency Training for New User, Cost to County \$0.
- Amanda Lannon, Clerk of Courts office, Mechanicsburg, February 28-March 2, 2017, Cost to County \$0.
- Art Donato and Bruce Butler, 911, Jessup, Lords Valley, and Bartonsville on March 15, September 20 and December 20, 2017 respectively, Northeast Counter-Terrorism Task Force Meetings, Cost to County \$0.
- Nancy Tator and Mary Rosengrant, 911, Jessup, April 6, 2017, Mandatory 2017 TAC Training, Total Cost \$58.32, Cost to County \$58.32.
- William Urbanski, District Attorney's Office, King of Prussia, March 7-8, 2017, Spring Prosecutors Conference, Total Cost \$869.00, Cost to County \$869.00.
- Raebelle Taylor, Michele Jerauld and Diana Snow, Domestic Relations, Philadelphia, September 24, 2017, Annual Domestic Relations Association of Pennsylvania (DRAP) Conference, Total Cost \$4,350.00, Cost to County \$0.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

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Motion by Commissioner Arnold to ratify and approve the hiring of Samantha Roszel, Montrose, to the open, full-time position of 911 Dispatcher Trainee, \$12.50/hr, 40 hours per week, six-month probationary period per the Bargaining Unit Contract and benefits according to the government-mandated requirements, effective February 2, 2017, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Amanda Carney, New Milford, to the open, full-time position of 911 Dispatcher Trainee, \$12.50/hr, 40 hours per week, six-month probationary period per the Bargaining Unit Contract and benefits according to the government-mandated requirements, effective February 2, 2017, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to ratify the termination of Paul Johnson, Emergency Management Operations and Training Officer, effective January 18, 2017, per the recommendation of R.S. Stoud, Public Safety Director/Deputy Chief Clerk.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to adopt the new Tax Claim Bureau fee schedule for delinquent property taxes, attached, as recommended by Jason Miller, Tax Claim Bureau Director

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold 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, 2016 through June 30, 2017, inclusive, for the following programs only: Certificate #210430, Unit FC - \$49.28 per diem.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and EI HAB HUMAN SERVICES of Tunkhannock for the term July 1, 2016 through June 30, 2017, inclusive, for the following programs only: Certificate #222640, Unit ID HH - \$200.00 per diem and Certificate #222710, Unit ID HH - \$200.00 per diem.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to approve the contract with Palmetto Posting, Inc. of Spartanburg, South Carolina to design Susquehanna County-specific system and service for posting of delinquent tax notices on the property on which delinquent ad valorem property taxes are owed. Palmetto Posting, Inc. will be paid \$30 per post for Posting of Notice of Return and Claim; Posting of Notice of Public Tax Sale; and Subsequent Visit for Personal Service. This contract is for the period of January 25, 2017 through January 25, 2018 and may be renewed annually upon mutual written agreement of the parties – under the same terms and conditions – for up to three years (ending January 25, 2020).

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to award the bid for General Excavating and Contracting to Ken Rauch Excavating, Inc. of Montrose, for the period of January 1, 2017 through December 31, 2018, based upon the Excavating Bid received on January 7, 2017. The successful bid is attached.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Public Comment

- Number of children with Children's Service Center of Wyoming Valley and Eihab Human Services
- Need for the contract with Palmetto Posting, Inc.
- Types of projects the General Excavating and Contracting bidder will do
- Previous General Excavating and Contracting bidder
- Air Ordinance proposed by New Milford Township
- Compressed Natural Gas facility in Forest Lake Township

Motion by Commissioner Arnold to close the Commissioners' Meeting.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:13 am.

ATTEST:

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Lana R. Adams, Chief Clerk

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Susquehanna County Commissioners

CS-17-03  
02-08-2017

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

Recognizing the following County Employee Years of Service, 5 Year Incremental Anniversaries:

Phillip Crisp, Probation Officer, Adult Probation Office, 15 years  
Edward Lucas, Corrections Officer, County Correctional Facility, 20 years  
Raebelle Taylor, Director, Domestic Relations Office, 35 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 January 25, 2017 Commissioners' Meeting.

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

Motion by Commissioner Warren to ratify or approve the following:

- Cash Disbursement Journal dated 01/25/2017 for \$1,170,795.50 for General Expenses
- Cash Disbursement Journal dated 01/26/2017 for \$245,518.68 for General Expenses
- Cash Disbursement Journal dated 02/01/2017 for \$17,757.74 for General Expenses
- Cash Disbursement Journal dated 02/02/2017 for \$78,615.52 for General Expenses
- Cash Disbursement Journal dated 02/03/2017 for \$133,022.11 for Children & Youth
- Electronic payment dated 02/08/2017 for \$8,756.29 for State Withholding Taxes
- EFTPS payment dated 02/09/2017 for \$74,491.18 Federal Payroll Taxes
- Electronic payment dated 02/08/2017 for \$18,580.20 for Employee Retirement
- Electronic payment dated 02/08/2017 for \$851.05 for PA SCU
- Cash Disbursement Journal dated 02/08/2017 for \$191,744.88 for Net Wages

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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

- Michelle Graziano and Mark Phillips, Children and Youth, State College, March 14-17, PCYA Quarterly Meeting, Total Cost \$1,404.00, Cost to County \$280.80.
- Sarah Proof, Assessment Office, Harrisburg, March 6-10, March 13-17, March 20-24 and April 3-7, 2017, Assessor's Association of Pennsylvania Certified Pennsylvania Evaluator, Total Cost \$5,204.40, Cost to County \$5,204.40.
- Robert Thatcher, Jr. and Rachel Carrico, Emergency Management, Hamburg, February 13, 2017, Hazard Mitigation Plan – Fiscal Briefing, Cost to County \$0.
- MaryAnn Warren, Commissioner, Harrisburg, February 7, 2017, Governor's Office FY17-18 Budget Briefing Regarding Human Services, Cost to County \$155.15 mileage.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify the hiring of Jesse Pruitt, Hallstead, to the open, full-time position of Deputy Sheriff, \$13.50/hr, 40 hours per week, six-month probationary period per the Bargaining Unit Contract and benefits according to the government-mandated requirements/County Personnel Manual, effective February 7, 2017, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify, the resignation of William Strong, District Attorney's Office, from the position of Drug Taskforce Coordinator/DUI Coordinator and transfer to the position of County Detective, Part-time at \$15.00/hr., hours as needed, effective February 1, 2017, per the recommendation of District Attorney Robert Klein.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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Motion by Commissioner Warren to approve the transfer of Justin Sprout, Montrose, from County Detective/K9 Handler to the open position of County Detective – Narcotics/K9 Handler, minimum 40 hours per week, salary \$40,000 per year, six month probation, benefits according to the government mandated requirements/County Personnel Manual, per the recommendation of District Attorney Robert Klein.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to ratify the termination of Patricia McCrae, Assistant Head Real Estate Clerk, effective February 3, 2017, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge and ratify the termination of Matthew Timm, Clerical Assistant – temporary, due to the end of the temporary position, effective December 21, 2016, per the recommendation Court Administrator Cathy Hawley and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2017-01 Amending Susquehanna County Home Ownership Program Guidelines Administered by Trehab.

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

Motion by Commissioner Warren to ratify the application for the 2017 Redevelopment Assistance Capital Program (RACP) Grant and funding commitment to the Department of Public Safety building project, in conjunction with the Central Bradford Progress Authority.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify Change Orders:

Number CO#009A – Security and Cameras - \$56,811.46

Number CO#009B – Phase 1 Treasurer, Tax Claim and Assessment Offices - \$32,409.17

Number CO#009C – Phase 2 Magistrate's area - \$26,362.00

Number CO#009D – Phase 3 New Entrance with elevator - \$40,042.52

Number CO#009E – Fire Escape Stairwell - \$135,000.00

each amending the July 23, 2014 Performance Contract between Johnson Controls, Inc. and Susquehanna County Government.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-01 Suicide Awareness Initiative.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and SUSQUEHANNA COUNTY BIG BROTHER/BIG SISTER PROGRAM OF THE VOLUNTARY ACTION CENTER OF NORTHEASTERN PENNSYLVANIA of Scranton for the term July 1, 2014 through June 30, 2015, inclusive, for \$22,776.00 for the Susquehanna County portion of the Big Brother/Big Sister Program.

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 SUSQUEHANNA COUNTY BIG BROTHER/BIG SISTER PROGRAM OF THE VOLUNTARY ACTION CENTER OF NORTHEASTERN PENNSYLVANIA of Scranton for the term July 1, 2015 through June 30, 2016, inclusive, for \$22,776.00 for the Susquehanna County portion of the Big Brother/Big Sister Program.

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 SUSQUEHANNA COUNTY BIG BROTHER/BIG SISTER PROGRAM OF THE VOLUNTARY ACTION CENTER OF NORTHEASTERN PENNSYLVANIA of Scranton for the term July 1, 2016 through June 30, 2017, inclusive, for \$22,776.00 for the Susquehanna County portion of the Big Brother/Big Sister Program.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to appoint Craig Benson, Ararat Township, to the Economic Development Board for a three-year term January 1, 2017 through December 31, 2019.

Second Commissioner Hall. Ayes: Hall and Warren. Nay: Arnold. Motion carried.

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Motion by Commissioner Warren to appoint Margaret Biegert, Susquehanna Depot Borough, to the Economic Development Board for a three-year term January 1, 2017 through December 31, 2019.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the Susquehanna County Tax Collectors from collecting the County 2016 Delinquent County Returns in the amount of \$456,211.89, per the recommendation of Jason Miller, Director of the Tax Claim Bureau.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Public Comment

1. New Milford Air Ordinance Review
2. Construction Project Goals, Completion Dates and Funding
3. Old Jail Use
4. Magisterial District Justice Office moving date
5. March 25 Human Service Forum at Blue Ridge School 10:00am - 3:30pm
6. March 25 Tick Borne Disease Task Force Event at Elk Lake School 9:00am – 1:00pm
7. Susquehanna County Pension Fund nearly 115% funded
8. Rumored use of Diaz property in South Montrose

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:37 am.

ATTEST:

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R.S. Stoud, Deputy Chief Clerk

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Susquehanna County Commissioners



Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-04  
02-22-2017

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.

Commissioners' Meeting reconvened at 9:07 am.

Motion by Commissioner Arnold to approve the minutes of the February 8, 2017 Commissioners' Meeting.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

-Cash Disbursement Journal for bank drafts for the month of January 2017 for \$57,384.60 for General Expenses

-Cash Disbursement Journal dated 01/26/2017 for \$245,518.68 for General Expenses

-Cash Disbursement Journal dated 02/08/2017 for \$37,493.90 for General Expenses

-Cash Disbursement Journal dated 02/09/2017 for \$63,053.57 for General Expenses

-Cash Disbursement Journal dated 02/15/2017 for \$30,167.24 for General Expenses

-Cash Disbursement Journal dated 02/16/2017 for \$74,275.58 for General Expenses

-Cash Disbursement Journal dated 02/17/2017 for \$66,893.19 for Children & Youth

-Electronic payment dated 02/22/2017 for \$8,883.03 for State Withholding Taxes

-EFTPS payment dated 02/22/2017 for \$75,777.99 Federal Payroll Taxes

-Electronic payment dated 02/22/2017 for \$18,514.33 for Employee Retirement

-Electronic payment dated 02/22/2017 for \$851.05 for PA SCU

-Cash Disbursement Journal dated 02/22/2017 for \$199,744.88 for Net Wages

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

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

-Art Donato and Bruce Butler, 911, Stroudsburg, February 14, 2017, NE Region Shared Services Meeting, Total Cost \$178.00, Cost to County \$178.00.

-Art Donato and Bruce Butler, 911, Towanda, March 8, 2017, PEMA Funding Workshops, Total Cost \$44.28, Cost to County \$44.28.

-Samantha Roszel and Amanda Carney, 911, Binghamton, NY, March 27-29, 2017, Priority Dispatch EMD Training, Total Cost \$912.00, Cost to County \$912.00.

-Samantha Roszel and Amanda Carney, 911, Hershey, March 30-31, 2017, CLEAN Training, Total Cost \$881.00, Cost to County \$881.00.

-Christopher Zawiski, Pamela Larrabee and Eric Donovan, County Correctional Facility, Elizabethtown, April 2 – May 5, 2017, Basic Training 739, Total Cost \$4,110.00, Cost to County \$4,110.00.

-Justin Sprout and Gene Michinski, Office of the District Attorney, Harrisburg, March 29-31, 2017, Pennsylvania Narcotic Officers' Association seminar, Total Cost \$816.00, Cost to County \$816.00.

-Mike Koscelnak, Adult Probation, Factoryville, May 24-25, 2017, FETC Instructor Development – Train the Trainer, Total Cost \$110.00, Cost to County \$110.00

-John Lester, Juvenile Probation, State College, March 17, May 19, September 22 and December 1, 2017, PA Chief Juvenile Probation Officers Meetings, Total Cost \$567.00, Cost to County \$567.00.

-Richard Ely, Veterans Affairs Office, Lancaster, June 19-23, 2017, State Association of County Directors of Veterans Affairs 2017 Conference, Total Cost \$1,207.03, Cost to County \$1207.03.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to approve the hiring of Britney Darrow, New Milford, to the open, full-time position of Assistant Head Real Estate Tax Clerk, \$10.35 per hour, 40 hours per week, six-month probationary period per the Bargaining Unit Contract and benefits according to the government-mandated requirements/County Personnel Manual, effective February 23, 2017, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to acknowledge the hiring of Laura Mitchell, Meshoppen, to the open, full-time position of Assistant Office Manager of Magisterial District Court 34-2-01, \$10.85 per hour, 32.5 hours per week, six-month probationary period per the Bargaining Unit Contract and benefits according to the government-mandated requirements/County Personnel Manual, effective February 27, 2017, per the recommendation of Magisterial District Judge Jeffrey Hollister.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Sarah Proof, Montrose, from Field Appraiser Trainee to the open position of Assistant Director of Assessment, minimum 40 hours per week, salary \$35,000 per year, six month probation, benefits according to the government mandated requirements/County Personnel Manual, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the transfer of Jeff Norris from the Children and Youth Hearing Officer to the Dependency Master for Permanency Review Proceedings at an annual salary of \$12,794.00, effective March 2, 2017.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Jacquelyn Fancher, Domestic Relations, from the position of Conference Officer/Court Liaison, effective February 24, 2017, per the recommendation of Domestic Relations Director Raebelle Taylor and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Lisa Kowalewski, IT Director, effective February 10, 2017, per the recommendation of Lana Adams, Chief Clerk.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to sign and accept the 9-1-1- Statewide Interconnectivity Funding grant agreement between the Pennsylvania Emergency Management Agency and Susquehanna County, in the amount of \$48,000.00, for the NECORE ESINet & CPE Project.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to sign the Agreement between Susquehanna County and Korn Ferry Hay Group, Inc. of Philadelphia for the term of January, 2017 through December, 2017 for \$24,888 annual fee, billed monthly at \$2,074, for annual actuarial work.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of the Software License and Professional Service Agreement between Susquehanna County and KNOWiNK of Saint Louis, Missouri for the term of March 1, 2017 thru February 29, 2020, inclusive, for digital Poll Pads, annual support and maintenance throughout the term for Year 1 - \$74,405.00, Year 2 - \$5,625.00, Year 3 - \$5,625.00.

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 ADELPHOI VILLAGE, INC. of Latrobe for the term July 1, 2015 through June 30, 2016, inclusive, for Certificate #329120 – Unit LQ – La Sa Quick - \$272.51 per diem, Certificate multiple #226190 – Unit PP – Foster Care - \$87.02 per diem, and CIL Services - \$31.00 per unit.

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 ADELPHOI VILLAGE, INC. of Latrobe for the term July 1, 2016 through June 30, 2017, inclusive, for Certificate #329120 – Unit LQ – La Sa Quick - \$272.51 per diem, Certificate multiple #226190 – Unit PP – Foster Care - \$87.02 per diem, and CIL Services - \$31.00 per unit.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and THE SUMMIT ACADEMY of Herman for the term of July 1, 2016 through June 30, 2017, inclusive, for Certificate #472040 – Unit ID – DA \$209.00 per diem, Certificate #472040 – Unit ID – SR - \$134.98 per diem.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Motion by Commissioner Arnold to amend the signed Medical Assistance Transportation Program (MATP) Agreement between Susquehanna County and Trehab of Montrose, to reflect a change in the terms of reimbursement to Trehab effective October 1, 2016 thru the end of the agreement to a unit cost reimbursement rate of \$35.24 per MATP trip.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to sign the Memorandum of Understanding between Susquehanna County and Penn State Extension, for the period of January 1, 2017 thru December 31, 2017, with the County portion at \$30,000 per calendar quarter while the full-time agricultural enterprise educator position is vacant, to increase to \$30,750 per calendar quarter when the position is filled.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to advertise for Public Bid the attached list of County Surplus items, which will be available for public examination 10:00am to 3:00pm on Monday, March 6, 2017 in and about the Maintenance Office at the Courthouse. Sealed bids must be submitted in the Maintenance Office by 4:00pm on March 6, 2017. Sealed bids will be opened during the Commissioners' Meeting on Wednesday, March 8, 2017. Successful bidders will be notified via telephone on March 9, 2017 and must remit payment and physically claim their items by 4:00pm on Monday, March 13, 2017. County employees are not eligible bidders for County Surplus items.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to move forward with the change order for the third floor of the Courthouse to expand the size of Courtroom Two and add three rooms to the third floor at the cost of \$280,000.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Public Comment

1. New location of Montrose District Justice office
2. Tyler Corners property
3. Air ordinances

Motion by Commissioner Arnold to close the Commissioners' Meeting.

Second Commissioner Hall. Ayes: unanimous. Motion carried.

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

ATTEST:

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R.S. Stoud, Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-05  
03-08-2017

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.

Employee Years of Service Recognition: 5-Year Increment Anniversaries:

- Jon Record, Chief Deputy Sheriff, Sheriff's Office, 10 years
- Theresa Losapio, Assistant Mapping Clerk, Assessment Office, 15 years
- Joshua Weller, Deputy Warden, County Correctional Facility, 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 9:04 am.

Motion by Commissioner Arnold to approve the minutes of the February 22, 2017 Commissioners' Meeting.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to approve the amended minutes of the February 08, 2017 Commissioners' Meeting.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the following:

- Cash Disbursement Journal dated 02/22/2017 for \$145,669.70 for General Expenses
- Cash Disbursement Journal dated 02/22/2017 for \$34,206.53 for General Expenses
- Cash Disbursement Journal dated 03/02/2017 for \$356,094.86 for General Expenses
- Cash Disbursement Journal dated 03/02/2017 for \$62,890.70 for General Expenses
- Cash Disbursement Journal dated 03/02/2017 for \$94,624.34 for Children & Youth
- EFTPS payment dated 03/09/2017 for \$75,335.33 Federal Payroll Taxes
- Electronic payment dated 03/08/2017 for \$8,773.50 for State Withholding Taxes
- Electronic payment dated 03/08/2017 for \$18,926.23 for Employee Retirement
- Electronic payment dated 03/08/2017 for \$851.05 for PA SCU
- Cash Disbursement Journal dated 03/08/2017 for \$191,194.11 for Net Wages

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:

- Elizabeth Arnold, Commissioner, Harrisburg, March 26-28, 2017, CCAP Spring Conference, Total Cost \$1,055.00, Cost to County \$1,055.00.
- Sharon James, Domestic Relations, Wilkes-Barre, April 12, 2017, Training for Basic Analysis of Tax Returns, Total Cost \$98.46, Cost to County \$0.
- Maggie McNamara, Office of the District Attorney, Huntsville, AL, March 26-31, 2017, 33rd International Symposium on Child Abuse, Total Cost \$2,078.61, Cost to County \$0.
- Maggie McNamara, Office of the District Attorney, Hershey, May 8-10, 2017, Pathways of Victim Services Conference, Total Cost \$699.20, Cost to County \$699.20.
- Debra Strong, Office of the District Attorney, Jessup, April 6, 2017, TAC Officer Training, Total Cost \$8.00, Cost to County \$8.00.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Rhonda Goldsmith, Montrose, to the open, full-time, union position of Assessment Clerk, 40 hours per week, at the rate of \$10.35 per hour, effective March 9, 2017, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Richard Stevens, Mehoopany, to the open, full-time, union position of Deputy Sheriff, 40 hours per week, at the rate of \$13.50 per hour, effective March 9, 2017, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of R.S. Stoud, Montrose, with no interruption in service, to the open, full-time, non-union position of Chief County Detective, minimum 40 hours per week, at a salary of \$55,000 per year, effective date to be determined, per the recommendation of District Attorney Robert Klein.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Joshua Diddick, Nicholson, from the position of Deputy Sheriff, effective March 15, 2017, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge, with regret, the resignation of Jerri Miller, Meshoppen, from the position of Domestic Relations Intake Officer, effective February 24, 2017, per the recommendation of Domestic Relations Director Raebelle Taylor and President Judge Jason Legg.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Lana Adams, Dimock, from the position of Chief Clerk, effective March 1, 2017, per the recommendation of the County Commissioners.

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

Motion by Commissioner Warren to ratify the termination of Edward Fish, from the position of part-time Corrections Officer, effective March 7, 2017, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to enter into a Professional Services Agreement, from March 2017 to March 2018, whereas Susquehanna County will utilize MCM Consulting Group for project management services of regional Next Gen 911 telephone systems and ESInet (Emergency Services Internet). The cost of the services rendered will amount to \$48,000. This agreement is paid for through a grant from Pennsylvania Emergency Management Agency (PEMA) at no cost to the County.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-02, proclaiming March 25, 2017 as "Human Services Resource Day" in Susquehanna County.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-03, proclaiming March 2017 as "Colon Cancer Awareness Month" and March 30, 2017 as C.A.S.U.A.L (Colon Cancer Awareness Saves Unlimited Adult Lives) Day in Susquehanna County.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-04, proclaiming April 2017 as "Pennsylvania 811 Safe Digging Month" in Susquehanna County.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-05, proclaiming April 2017 as "Child Abuse Prevention Month" in Susquehanna County.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to open sealed bids for the previously advertised County surplus items.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to have the Deputy Chief Clerk notify the winners of County surplus items and to scrap the remainder.

Second Commission Warren. Ayes: unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Public Comment

- Transfer of Deputy Chief Clerk upon hiring of Chief Clerk
- Rumored turnover and morale issues within the County

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

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

ATTEST:

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R.S. Stoud, Deputy Chief Clerk

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Susquehanna County Commissioners

CS-17-06  
03-22-2017

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.

Commissioners' Meeting reconvened at 9:05 am.

Motion by Commissioner Arnold to approve the minutes of the March 8, 2017 Commissioners' Meeting.

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the following:

- Cash Disbursement Journal dated 03/09/2017 for \$59,340.04 for General Expenses
- Cash Disbursement Journal dated 03/13/2017 for \$17,227.81 for General Expenses
- Cash Disbursement Journal dated 03/16/2017 for \$177,362.30 for General Expenses
- Cash Disbursement Journal dated 03/16/2017 for \$38,448.27 for Children & Youth
- EFTPS payment dated 03/22/2017 for \$74,174.87 Federal Payroll Taxes
- Electronic payment dated 03/22/2017 for \$8,660.10 for State Withholding Taxes
- Electronic payment dated 03/22/2017 for \$18,610.28 for Employee Retirement
- Electronic payment dated 03/22/2017 for \$851.05 for PA SCU
- Cash Disbursement Journal dated 03/22/2017 for \$193,333.22 for Net Wages

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:

- Tim Burgh, District Attorney, Montrose, April 10-11, 2017, Act 120 Updates, Total Cost \$0.00, Cost to County \$0.00.
- Tom Jagel, 911, Binghamton, NY, March 27-29, 2017, Emergency Medical Dispatch, Total Cost \$401.00, Cost to County \$401.00
- Patricia Leach, Assessment, online, Marcellus Shale: Effects of Energy Resource Operations on Residential Property Value, Total Cost \$49.95, Cost to County \$49.95.
- John Lester, Juvenile Probation, State College, September 26, 2017, YLS Master Trainer Recertification, Total Cost \$189.00, Cost to County \$0.00.
- Jason Miller and Sandy Henry, Treasurer, State College, April 5, 2017, County Treasurer's Association Spring Seminar, Total Cost \$174.40, Cost to County \$174.40.
- Mary Noldy, Assessment, Lancaster, May 3-5, 2017, 69th Annual Conference on Assessment Administration, Total Cost \$1032.56, Cost to County \$1032.56
- Ryan Tator, Public Safety, Lancaster, April 2-4, 2017, PA Association of Public Safety Communication Officials, Total Cost \$685.00, Cost to County \$685.00.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to ratify the hiring of Kiana Lavery, Scott Township, to the open, temporary, part-time, position of Emergency Management Operations & Training Officer, salary of \$18,720 per year, with a six month probation period and benefits according to government mandated requirements and the County Policy Manual, effective March 20, 2017, per the recommendation of Robert Thatcher, Emergency Management Coordinator.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Stephen Janoski, Montrose, from the full-time, non-union position of Assistant Director of IT to the open full-time, non-union position of IT Director, salary of \$50,000, with a six month probation period and benefits according to government mandated requirements and the County Policy Manual, effective March 23, 2017, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Rachel Carrico, Montrose, from the full-time, non-union position of Public Safety Office Manager to the open, full-time, non-union position of Deputy Chief Clerk, salary of \$39,500 per year, with a six month probation period and benefits according to government mandated requirements and the County Policy Manual, effective March 27, 2017, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Stephen Kaneski, Spring Brook Township, to the open, full-time, non-union position of Chief Clerk/Director of Public Safety, salary of \$62,500 per year, to increase to \$67,500 following completion of a six month probation period, and benefits according to government mandated requirements and the County Policy Manual, effective March 27, 2017, per the recommendation of the County Commissioners. Second Commissioner Hall. Ayes Hall and Warren. Nays Arnold. Motion carried.

Motion by Commissioner Warren to approve the hiring of April Price, Clifford, to the open, full-time, union position of Conference Officer/Court Liaison, \$11.48 per hour, six month probation period and benefits according to government mandated requirements and the Court Related Bargaining Unit Contracts, effective April 4, 2017, per the recommendation of President Judge Jason Legg and Domestic Relations Director Raebelle Taylor. Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the appointment of Stephen Kaneski and Rachel Carrico as Susquehanna County Open Records Officers, effective March 27, 2017. Second Commissioner Hall. Ayes: unanimous. Motion carried.

Motion by Commissioner Arnold to sign the following Purchase of Service Agreements:  
 -Between Susquehanna County Services for Children & Youth and Northampton County Juvenile Justice Center, Easton, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Certificate of Compliance #206680, \$250.00 per diem.  
 -Between Susquehanna County Services for Children & Youth and Keystone Community Resources, Clarks Summit, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: January 27, 2017–January 31, 2017, \$88.00 Room & Board, Beginning February 1, 2017, \$545.00 monthly Room & Board.  
 -Between Susquehanna County Services for Children & Youth and Affinity Forensic Services, Reading, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Forensic Treatment Program.  
 -Between Susquehanna County Services for Children & Youth and Adelphoi Village, Inc., Latrobe, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Certificate of Compliance #421880, \$277.43 per diem.  
 -Between Susquehanna County Services for Children & Youth and the Institute for Human Resources and Services, Inc., Kingston, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Certificate of Compliance #223190, \$40.00 per diem. Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to approve the appointment of Thomas Chamberlain, New Milford, as Housing Authority Director for a five-year term, January 1, 2017 through December 31, 2021. Second Commissioner Arnold. 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, 2018.

Committee Member	Sector
Commissioner Elizabeth Arnold	County Government
Dr. Daniel Cameron	Lyme Disease Specialist
Dr. Jennifer Button-Weller	Chiropractor
David Teachout	Public Relations
Jane Osborne	Health Practitioner
Phyllis Konstas	Advocate
Robin Arnold	Advocate
Colleen Schake	Advocate
Karen Mitchell	Advocate
Jessica Warner	Advocate
Sandra Raub	Media/Advocate
Robert Thatcher	Emergency Management
Shawn Isby	County Safety
Jim Garner	Conservation District
Diane Siefert	Veterinarian

Second Commissioner Warren. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-06, proclaiming the week of April 2-8, 2017 as National Crime Victims' Rights Week in Susquehanna County. Second Commissioner Arnold. Ayes: unanimous. Motion carried.



Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Motion by Commissioner Warren to adopt Proclamation 2017-07, proclaiming the week of April 9-15, 2017 as National Public Safety Telecommunicators Week in Susquehanna County.  
Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2017-02, designating Robert Thatcher, Emergency Management Agency Coordinator, as the Authorized Agent to execute for and in behalf of the Susquehanna County Plan Update for the purpose of obtaining financial assistance for the HMGP (Hazard Mitigation Grant Program).  
Second Commissioner Arnold. Ayes: unanimous. Motion carried.

Public Comment

- Emergency Proclamation
- Courthouse closure on March 14, 2017
- Flooding in Hallstead area
- Non-local tax County revenue sources; i.e. grants, Act 13, etc.
- Distribution of duties amongst Commissioners
- County Pension fund management
- State Police tax/funding
- PennDOT work within the County

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

Commissioner Hall declared the Commissioners' Meeting adjourned at 10:03 am.

ATTEST:

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R. S. Stoud, Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-07  
04-12-2017

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.

Commissioners' Meeting reconvened at 9:04 am.

Motion by Commissioner Warren to approve the minutes of the March 22, 2017 Commissioners' Meeting.

Second Commissioner Arnold Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the following:

- Cash Disbursement Journal dated 03/22/2017 for \$136,031.86 for General Expenses
  - Cash Disbursement Journal dated 03/29/2017 for \$396,161.57 for General Expenses
  - Cash Disbursement Journal dated 04/04/2017 for \$68,556.32 for General Expenses
  - Cash Disbursement Journal dated 04/04/2017 for \$156,246.48 for General Expenses
  - Cash Disbursement Journal dated 04/11/2017 for \$42,076.36 for General Expenses
  - Cash Disbursement Journal dated 04/05/2017 for \$105,623.25 for Children & Youth
  - EFTPS payment dated 04/06/2017 for \$74,957.93 for Federal Payroll Taxes
  - Electronic payment dated 04/05/2017 for \$8,807.36 for State Withholding Taxes
  - Electronic payment dated 04/05/2017 for \$18,758.69 for Employee Retirement
  - Electronic payment dated 04/05/2017 for \$851.05 for PA SCDU
  - Cash Disbursement Journal dated 04/05/2017 for \$193,093.09 for Net Wages
- 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:

- William Strong, District Attorney Task Force, Montrose, April 10-11, 2017, Act 120 Updates, Total Cost \$0.00, Cost to County \$0.00.
  - Mark Shelp and Michelle Summers, Jail, Conshohocken, April 13, 2017, TAC Officer Training, Total Cost \$173.00, Cost to County \$173.00.
  - Mark Shelp, Jail, Harrisburg, April 27, 2017, Prison Rape Elimination Act, Total Cost \$198.00, Cost to County \$198.00.
  - April Price, Domestic Relations, Wilkes Barre, April 12, 2017, Basic Analysis of Tax Returns, Total Cost \$45.00, Cost to County \$45.00.
  - John Lester, Juvenile Probation, Harrisburg, June 14, 2017, YLS Master Trainer Recertification, Total Cost \$201.37, Cost to County \$0.00.
- Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to accept the transfer of Tami Tewksbury, Laceyville, from the position of part-time Corrections Officer to the open position of full-time Corrections Officer, effective on March 31, 2017, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the resignation, with regret, of Stephen Kaneski, Spring Brook, full time, non-union position of Chief Clerk/Director of Public Safety, effective March 28, 2017, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation, of Pamela Larrabee, Montrose, from the position of Corrections Officer, effective on March 31, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation, with regret, of Grant Shelp, Montrose, from the position of Corrections Officer, effective on April 10, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren ratify and approve the hiring of Penny Alden, Kingsley, to the open position of part-time Corrections Officer, \$13.95 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective April 10, 2017 per the recommendation of Warden Shelp. Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the hiring of Brad Allen, Susquehanna, to the open position of part-time Corrections Officer, \$13.95 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective April 10, 2017 per the recommendation of Warden Shelp. Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the hiring of Brandon Swift, Montrose, to the open position of part-time Corrections Officer, \$13.95 per hour, varied hours, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective April 10, 2017 per the recommendation of Warden Shelp. Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Arnold to approve the hiring of Samantha Malandri, Springville, to the open full-time, union position of Intake Officer, \$9.70 per hour, 40 hours per week, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective on April 24, 2017, per the recommendation of Raebelle Taylor, Director of Domestic Relations. Second Commissioner Warren. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to approve the transfer of Jeanne Conklin, New Milford, from the full-time, non-union position of Director of Human Resources/Deputy Chief Clerk to the open full-time, non-union position of Director of Human Resources and System Database/Deputy Chief Clerk, salary of \$46,000.00 per year, minimum of 40 hours per week, benefits according to government mandated requirements and the County Policy Manual, effective April 12, 2017, per the recommendation of the County Commissioners. Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Hall to approve the transfer of Richard Ely, Montrose, from the non-union, full-time position of Director of Veterans' Affairs/Human Resources Support to the non-union, full-time position of Director of Veterans' Affairs at a salary of \$42,000.00 per year, minimum of 40 hours per week, benefits according to the government mandated requirements and the County Policy Manual, effective April 12, 2017, per the recommendation of R. Carrico, Deputy Chief Clerk. Second Commissioner Warren. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the transfer of R.S. Stoud, Montrose, from the full-time, non-union position of Director of Public Safety / Deputy Chief Clerk to the open full-time, non-union position of Chief County Detective / Director of Public Safety, salary of \$68,500.00, minimum of 40 hours per week, benefits according to government mandated requirements and the County Policy Manual, effective April 06, 2017, per the recommendation of the County Commissioners. Second Commissioner Hall. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Stephanie DiFronzo, Union Dale, to the open full-time, non-union position of Administrative Assistant/Grant Coordinator, at a salary of \$28,000.00, minimum of 40 hours per week, six month probationary period and benefits according to the government mandated requirements and the County Policy Manual, effective April 17, 2017, per the recommendation of R.S. Stoud, Chief County Detective/Director of Public Safety. Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to sign the following Purchase of Service Agreements:  
-Between Susquehanna County Services for Children & Youth and Family Services Association of NEPA / CAC, Wilkes Barre, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Trauma Therapy, Sexual / Physical Abuse Exams, and Interviews not to exceed \$60,000.00.  
-Between Susquehanna County Services for Children & Youth and Youth Services Agency of PA., Jim Thorpe, for the term of July 1, 2016 through June 30, 2017, inclusive for the following programs only: Certificate Multiple 221090, \$152.00 per diem and Certificate 134830, \$152.00 per diem.  
Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Motion by Commissioner Warren to sign the ACT 101, Section 901 Municipal Waste Planning Grant Agreement with the Department of Environmental Protection to reimburse the County 80% of funds spent for Municipal Waste Planning.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to appoint Carol Carpenter, Jackson, as a Trustee to the Susquehanna County Historical Society & Library Board of Directors, effective April 12, 2017, for the remainder of the term beginning January 1, 2016 through December 31, 2017, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2017-03 for the Susquehanna County Burn Ban scheduled from 12:01am Saturday, April 22, 2017 through 12:01am Monday, May 21, 2017.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-08, proclaiming the "Recognition of Susquehanna County Children and Youth Services Workers" in Susquehanna County.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Arnold to adopt Proclamation 2017-09, proclaiming May 2017 as "Lyme Disease Awareness Month" in Susquehanna County.

Second Commissioner Warren. Ayes. Unanimous. Motion carried.

Public Comment

- Historical / Library Operating Locations and Governing Body
- SouthWestern Energy's interest in Shager Property
- Compressor Station in New Milford Township
- County Wide Air Ordinance
- CCAP Spring Conference
- Independent Women's Democratic Group
- PENNDOT Construction Schedule

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:43 am.

ATTEST:

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R. Carrico, Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-08  
04-26-2017

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.  
Sarah Snee – CYS – 10 Years

Motion by Commissioner Warren to approve the minutes of the April 21, 2017 Commissioners' Meeting.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the following:

- Cash Disbursement Journal dated 04/18/2017 for \$3,623.00 for Elections
- Cash Disbursement Journal dated 04/19/2017 for \$144,647.54 for General Expenses
- Cash Disbursement Journal dated 04/20/2017 for \$66,332.56 for Children & Youth
- EFTPS payment dated 04/19/2017 for \$77,614.87 for Federal Payroll Taxes
- Electronic payment dated 04/19/2017 for \$9161.56 for State Withholding Taxes
- Electronic payment dated 04/19/2017 for \$18,866.93 for Employee Retirement
- Electronic payment dated 04/19/2017 for \$851.05 for PA SCU
- Cash Disbursement Journal dated 04/05/2017 for \$20,653.24 for Net Wages

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:

- Alan Hall, Commissioners' Office, Harrisburg, April 19, 2017, Election Policy Summit, Total Cost \$0.00, Cost to County \$0.00.
- Alan Hall, Commissioners' Office, Harrisburg, April 21, 2017, County Functions and Responsibilities, Total Cost \$60.00, Cost to County \$60.00.
- Jason Miller and Sandy Henry, Treasurer's Office, Pocono Manor, June 13,14,15 and 16, County Treasurers' Association Annual Convention, Total Cost \$1,700.00, Cost to County \$1,700.00.
- SarahRae Sisson, Voter Registration and Elections Office, Pocono Manor, June 15-16, 2017, Association of Eastern Pennsylvania County Election Personnel Spring Meeting, Total Cost \$388.00, Cost to County \$388.00

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and accept, with regret, the resignation of Charles Bennett, Friendsville, from the position of Corrections Officer, effective on April 21, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to ratify and approve the transfer of Michael Rapisardi, Brackney, from the position of part-time Corrections Officer to the open position of full-time Corrections Officer, effective on April 22, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Matthew Walters, Auburn, to the open full-time, union position Field Appraiser Trainee, \$10.35 per hour, 40 hours per week, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective on May 11, 2017, per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to approve the hiring of Sara Conklin, Susquehanna, to the open full-time, union position of Caseworker I, \$17.50 per hour, 40 hours per week, six month probationary period per the Bargaining Unit Contract and benefits according to the government mandated requirements, effective on May 4, 2017, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Motion by Commissioner Warren to acknowledge the hiring of Marion O'Malley, Montrose, to the open part-time, non-union position of Guardian ad Litem, at a salary of \$32,000.00, varying hours per week, effective April 20, 2017, per the recommendation of President Judge Jason Legg.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to reappoint Carol Carpenter, Jackson, as a Trustee to the Susquehanna County Historical Society & Library Board of Directors, effective January 1, 2018, for the two year term beginning January 1, 2018 through December 31, 2019, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners' to sign the renewal contract with Grey Wall Software, LLC, New Haven, CT, whereby the Susquehanna county will utilize Grey Wall's Virtual Emergency Operations Center (VEOCI) Software Program for Critical Incident Management, Team Communication, Collaboration, Documents Storage and other uses by additional County Departments. This contract is for maintenance of software, training and support for the period July 1, 2017 through June 30, 2021. The cost is \$76,000.00 and is an ACT 13 qualified expense.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-10, proclaiming the May 2017 "Mental Health Awareness" in Susquehanna County.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2017-11, proclaiming the recognition of the Lyme Disease Coalition, Inc.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to amend the expiration date of contract relative to, NBIS Bridge Inspection, from October 09, 2018 to October 09, 2019.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Motion by Commissioner Warren to approve for purchase of a 2017 Explorer from New Holland Ford, New Holland, price \$30,155.00, Costars pricing, paid as follows: 50% funded by Federal, 40% funded by State, 10% funded by County for Children and Youth.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

Public Comment

Questions regarding tax assessment on a property.

Motion by Commissioner Warren to close the Commissioners' Meeting.

Second Commissioner Arnold. Ayes. Unanimous. Motion carried.

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

ATTEST:

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R. Carrico, Deputy Chief Clerk

Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

CS-17-09  
05-10-2017

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

Commissioners' Meeting reconvened at 9:03 am.

Motion by Commissioner Warren to approve the minutes of the April 26, 2017 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

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

- Cash Disbursement Journal dated 04/26/2017 for \$152,478.33 for General Expenses
- Cash Disbursement Journal dated 04/26/2017 for \$459,571.65 for General Expenses
- Cash Disbursement Journal dated 05/05/2017 for \$67,743.02 for General Expenses
- Cash Disbursement Journal dated 05/03/2017 for \$83,865.19 for Children & Youth
- EFTPS payment dated 04/26/2017 for \$81,990.16 for Federal Payroll Taxes
- Electronic payment dated 04/26/2017 for \$9,573.15 for State Withholding Taxes
- Electronic payment dated 04/26/2017 for \$19,475.05 for Employee Retirement
- Electronic payment dated 04/26/2017 for \$892.47 for PA SCU
- Cash Disbursement Journal dated 04/28/2017 for \$211,209.35 for Net Wages

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and/or approve the first two seminar requests and table the third request:

- Sarah Conklin, Children and Youth Services Office, Pittston, May 4-25, June 5-26 and August 7, 2017, Charting the Course – Modules 1-10, Total Cost \$1,380.00, Cost to County \$276.00
- Sarah Welch, Voter Registration and Elections Office, Pocono Manor, June 15-16, 2017, Association of Eastern Pennsylvania County Election Personnel Spring Meeting, Total Cost \$388.00, Cost to County \$388.00
- Michelle Estabrook, Register and Recorder's Office, Gettysburg, July 17 – 21, 2017, Register of Wills/Clerk of Orphans' Court Conference, Total \$1,554.00, Cost to County \$1,179.00

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to ratify and approve, the resignation of Michelle Summers, Montrose, from the position of Sergeant, effective on May 5, 2017, per the recommendation of Warden Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve and modify the retirement date for, Thomas Button, Chief Assessor, from June 7, 2017 to July 19, 2017 per the recommendation of Mary Noldy, Director of Assessment.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept, with regret, the resignation of Mary Noldy, Director of Assessment, effective May 24, 2017, per the recommendation of R. Carrico, Deputy Chief Clerk.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Arnold to approve the hiring of Paul Paff, Endicott, New York, to the open position of Assistant Director of IT, salary of \$40,000.00 per year, minimum of 40 hours per week, with a 6 month probation period and benefits according to Government Mandated Requirements and the County Policy Manual, effective May 30, 2017, per the recommendation of Stephen Janoski, IT Director.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2017

Motion by Commissioner Warren to reappoint the following to the Susquehanna County Tourism Committee for the term May 1, 2017 through April 30, 2018.

- Kim Ross- Stonebridge Inn, Union Dale
- Michele Suchnick- Colonial Brick, Great Bend
- Andy Aulakh – Holiday Inn & Express, New Milford
- Gregg Confer – Elk Mountain Ski Resort, Union Dale
- Alan Aronowitz – Endless Mountain Lodge, New Milford

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 1, 2017 through April 30, 2018.

- Kerry Foose – Cottage at the Fun Farm, Lenox
- Sandra Conklin – Conklin's Unique Country, Susquehanna

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to award the Citation for the Susquehanna County Soil Conservation recognition for 70 years of Service.

Second Commissioner Arnold. Ayes: Unanimous. Motion carried

Public Comment:

- Commissioner Lehman, Lancaster County, reinforced his position regarding his value of other Counties and his concerns of Natural Gas and Natural Gas Royalties Reception.
- Discussion pertaining to the Comprehensive Plan Update.
- Shager Property has been removed from the market and is no longer apart of the possible Incinerator location.
- Penelec Outage Response Issues
- The 05/09/2017 Lyme Rally in Harrisburg, PA

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:

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R. Carrico, Deputy Chief Clerk

Susquehanna County Commissioners



