

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

CS-13-01
01-09-13

Commissioner Hall called the meeting to order at 9:00am in the Courtroom in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the December 26, 2012 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Jody Hall - Correctional Facility – 5 Years

Joseph Barry – Probation – 10 Years

Michelle Estabrook – Register & Recorder's Office – 25 Years

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/31/2012 for \$56,153.52 for General Expenses

- ratify the Gross Wages Report dated 01/02/2013 for \$163,438.53 for Net Payroll Expenses

- ratify the EFTPS payment dated 01/02/2013 for \$14,992.43 for Employee Retirement Contributions

- ratify the EFTPS payment dated 01/02/2013 for \$7,227.50 for State Withholding taxes

- ratify the EFTPS payment dated 01/03/2013 for \$56,418.61 for Federal Payroll taxes

- ratify the Cash Disbursement Journal dated 01/04/2013 for \$50,275.82 for General Expenses

- ratify the Cash Disbursement Journal dated 01/07/2013 for \$76,689.64 for CYS Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Jesse Harris, Deputy Warden, Mechanicsburg, January 24, 2013, Security Threat Groups, cost \$90.00.

- Willie Keeney & Eric Watkins, Soil Conservation, Wilkes-Barre, January 8, 2013, DEP Roundtable, cost to the County \$0.00.

- Willie Keeney & Laura Holbrook, Soil Conservation, Bloomsburg, January 29, 2013, Manure Management, cost to the County \$0.00.

- Jim Garner, Soil Conservation, State College, January 23 & 24, 2013, Pennsylvania Association of Conservation Districts/State Conservation Commission Winter Meeting, cost to the County \$0.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint Stuart Slocum, Thompson, to the Susquehanna County Conservation District Board of Directors as a Public Director, effective immediately, for the unexpired term through December 31, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Jerry Cronk to the Susquehanna County Housing/Redevelopment Authority to the five year term of January 1, 2013 through December 31, 2017, per the request of the Housing/Redevelopment Board.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Thomas Sheehan, Archbald, to the open, temporary, part-time position of Drug/DUI Task Force County Detective, non-union, \$13.00 per hour, no benefits, effective immediately, per the recommendation of District Attorney Jason Legg and contingent upon grant money being received.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Robert S. Stoud, Susquehanna, to the open, temporary, part-time position of Drug/DUI Task Force County Detective, non-union, \$13.00 per hour, no benefits, effective immediately, per the recommendation of District Attorney Jason Legg and contingent upon grant money being received.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, the retirement/resignation of Beverly Welch, by Susan Eddleston, Prothonotary/Clerk of Courts, effective end of business day, April 1, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Misty Karhnak, Kingsley, by Susan Eddleston, Prothonotary/Clerk of Courts, to the open, full-time position of Prothonotary 2nd Deputy, Range 10, Rate \$9.51 per hour (plus the current year increase tbd), 37.5 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit, effective January 7, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-02
01-23-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco. Commissioner Warren is at a conference in State College.

Motion by Commissioner Hall to amend then approve the minutes of the January 9, 2013 Commissioners' meeting, the amendments being:

-Add the date of hire for Misty Karhnak as 01/07/2013

-The retirement date for Beverly Welch is end of business day, April 1, 2013

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to correct the minutes of the October 24, 2012 Commissioners' meeting, the correction being - the minutes state that Amanda Wilston was transferred to the position of Deputy Chief Clerk at \$32,000.00 per year, the motion was for \$32,500.00 per year.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 01/09/2013 for \$282,697.87 for General Expenses

-ratify the Cash Disbursement Journal dated 01/09/2013 for \$252,467.43 for General Expenses

-ratify the Gross Wages Report dated 01/14/2013 for \$167,535.49 for Net Payroll Expenses

-ratify the EFTPS payment dated 01/16/2013 for \$14,813.57 for Employee Retirement Contributions

-ratify the EFTPS payment dated 01/16/2013 for \$7,219.13 for State Withholding taxes

-ratify the EFTPS payment dated 01/17/2013 for \$56,107.87 for Federal Payroll taxes

-ratify the Cash Disbursement Journal dated 01/17/2013 for \$70,782.61 for General Expenses

-ratify the Cash Disbursement Journal dated 01/18/2013 for \$83,241.26 for General Expenses

-ratify the Cash Disbursement Journal dated 01/21/2013 for \$59,477.52 for CYS Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Robert Fearnley, Soil Conservation, State College, February 20 – 21, 2013, Pennsylvania Lake Management, cost to the County \$0.00.
- Brianna Strobe, Domestic Relations Solicitor, Harrisburg, January 15, 2013, Hearing with Superior Court, cost \$293.00.
- Jesse Harris, Deputy Warden, Verona, NY, April 23 – 25, 2013, Tactical Conference, cost \$896.00.
- John Lester, Probation, State College, March 22, May 17, September 20 and November 22, 2013, Pennsylvania Council of Chief Juvenile Probation Officers' Meetings, total cost \$532.00, cost to the County \$0.00.
- Brandy Caswell and Jessica Bryant, 9-1-1, Goshen, NY, February 11 – 13, 2013, Emergency Medical Dispatch Training, cost \$1,599.00.
- Art Donato, 9-1-1, March 20, June 19, September 18, December 18, 2013 and Subcommittee meetings as needed, Snydersville, PA, Northeast Task Force meetings, cost \$86.00 each trip.
- Art Donato, Bruce Butler, Mary Rosengrant, and Nancy Tator, 9-1-1, Lancaster, March 25 – 26 – 27, 2013, Pennsylvania Association of Public Communications Officials, cost \$1176.00.
- Nichole Welmon, Children & Youth, Pittston, February 1, 2013, #203 Sexuality of Children, Healthy Sexual Behaviors & Behaviors Which Cause Concern, total cost \$68.00, cost to the County \$13.80.
- Sarah Snee, Nichole Welon, Deanna Wasko, March 11 -12, 2013, Pittston, #203 Investigative Interview in Child Sexual Abuse Cases, total cost \$48.00, cost to the County \$9.60.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Stephen Tourje to the Economic Development Board for a three year term 01/01/2013 through 12/31/2015.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to appoint Brian Hinkley to the Economic Development Board for a three year term 01/01/2013 through 12/31/2015.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the termination of Lori Cobb by President Judge Kenneth Seamans effective January 11, 2013.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Willie Keeney, Soil Conservation, effective end of business day, January 30, 2013, per the recommendation of Jim Garner, District Manager.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the transfer of Diana Roszel from Caseworker to Casework Supervisor effective 01/24/2013, Salary \$48,000. per year, with an increase to \$50,000. per year upon the successful completion of a six month probation period. Benefits are per the County Personnel Manual, per the recommendation of Michelle Graziano. This is a minimum 40 hours per week position.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Elizabeth Lyon, Susquehanna, by President Judge Kenneth W. Seamans, effective January 21, 2013 to the open, full-time position of Domestic Relations Finance Enforcement Officer, Range 8, Rate \$8.76 per hour, 7.5 hours per day, with a 6 month probation period and benefits per the Court Appointed Bargaining Unit contract.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept the proposal from MCM Consulting Group, McMurray, PA, to provide GIS Project Management Services to Susquehanna County for \$43,120.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the agreement with Dr. Joseph Cama, Towanda, to provide on-site and care coordination physician and/or physician assistant services to Susquehanna County Prison two times per week in person, other days as necessary and 24/7 phone assistance for \$3,100.00 per month. This is a one year contract, March 1, 2013 through February 28, 2014 with a 30 day notification of cancellation clause for either party, per the recommendation of the Warden Conigliaro. This

is the same rate as the last two years.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to open for review the General Contracting Equipment bids for the years January 1, 2013 through December 31, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the General Contracting Equipment bid submitted by Ken Rauch for the period January 1, 2013 through December 31, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:07am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-03
02-13-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the January 23, 2013 Commissioners' meeting.

Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco. Abstain: Commissioner Warren. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

John Nagy – 911 Dispatcher – 10 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 01/29/2013 for \$1,233.72 for Net Payroll Expenses

-ratify the Cash Disbursement Journal dated 01/30/2013 for \$41,529.80 for General Expenses

-ratify the Gross Wages Report dated 01/30/2013 for \$165,764.59 for Net Payroll Expenses

-ratify the EFTPS payment dated 01/30/2013 for \$14,735.10 for Employee Retirement Contributions

-ratify the EFTPS payment dated 01/30/2013 for \$7,759.50 for State Withholding taxes

-ratify the EFTPS payment dated 01/31/2013 for \$76,191.16 for Federal Payroll taxes

-ratify the Cash Disbursement Journal dated 02/01/2013 for \$118,855.96 for General Expenses

-ratify the Cash Disbursement Journal dated 02/12/2013 for \$77,273.77 for CYS Expenses

-approve the Gross Wages Report dated 02/13/2013 for \$227,341.34 for Net Payroll Expenses

-approve the EFTPS payment dated 02/13/2013 for \$20,696.90 for Employee Retirement Contributions

-approve the EFTPS payment dated 02/13/2013 for \$10,234.59 for State Withholding taxes

-approve the EFTPS payment dated 02/14/2013 for \$91,987.60 for Federal Payroll taxes
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

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

- Art Donato, B.J. Thorne, Steve Frederick, Cheryl Wellman and Bruce Butler, 911, Jessup, February 11, 2013, Communications Trailer Table Top Exercise, cost \$40.00.
 - Art Donato, Mike Pinkowski, Nancy Tator and Mary Rosengrant, 911, Nazareth, March 4, 2013, Communications Trailer Table Top Exercise, cost \$80.00.
 - Mark Phillips, Children & Youth, Mechanicsburg, February 27, 2013, Introduction to CAPS/Fiscal (State approved Case Management System) – Act 148 Invoicing, total cost \$201.50, cost to the County \$40.30.
 - R.S. Stoud and Paul Johnson, Public Safety/EMA, Stroudsburg, Various Dates, Regional Task Force Meetings/Executive Meetings and Committee Meetings, cost \$140.00.
 - R.S. Stoud and Paul Johnson, Public Safety/EMA, Various Locations, February, May, September and November, PEMA Eastern Area Quarterly Training and Annual Conference, cost \$200.00.
 - Raebelle Taylor, Domestic Relations, State College, May 6-7-8, 2013, Spring Director's Meeting, total cost \$350.00, cost to the County \$0.00.
 - Eric Watkins, Soil Conservation, Wilkes-Barre, February 13 and February 19, 2013, Erosion & Sedimentation Best Management Practice Training, cost to the County \$0.00.
 - Nicholas Conigliaro, Warden, Pittsburg, April 7 – 10, 2013, Pennsylvania County Corrections Association 2013 Spring Conference and Training Seminar, cost \$386.67
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-01, a Resolution Naming Commissioner MaryAnn Warren as the Authorized Official to Assign Roles Within DotGrants(Transportation Program).

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-02, a Resolution to Dispose of Unused, Broken and Obsolete Equipment and Materials.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to exonerate the Susquehanna County Tax Collectors from collecting the County 2012 Delinquent County Returns in the amount of \$605,032.92, per the recommendation of Catherine R. Benedict, Director of the Tax Claim Bureau.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the bid from Creative Information Systems, Manchester, NH, for SMS Turbo software for the Recycling Center in the amount of \$3,985.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the transfer of Michele Hinds, by Prothonotary/Clerk of Courts Susan Eddleston, to the open, full-time position of Clerk of Courts 2nd Deputy, Range 10, Rate \$9.80 per hour, 37.5 hours per week with a six month probation period and benefits per the Court Related Bargaining Unit, effective February 25, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the transfer of Amanda Wilston to the open, full-time position of Assistant Director of Elections/Assistant Voter Registrar, Range 13, Rate \$11.29 per hour, 40 hours per week and benefits per the Residual Bargaining Unit Contract, effective February 11, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance of the resignation of Nathaniel Williams by Sheriff Lance Benedict, effective end of business day, March 1, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Andrea Beeman, Kingsley, by President Judge Kenneth W. Seamans, to the open, full-time position of Intake Officer, Domestic Relations, Range 7, Rate \$8.28 per hour, 7.5 hours per day, with a six month probation period and benefits per the Court Appointed Bargaining Unit, effective February 11, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Constance Hitchcock, Montrose, to the open, full-time position of Deputy Chief Clerk \$32,500 per year, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, effective date to

be determined, per the recommendation of Chief Clerk Sylvia Beamer.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance of the resignation of Rebecca White by Judge Jeffrey Hollister effective January 29, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the proposal of MCM Consulting Group, Inc, McMurray, PA, in the amount of \$26,000.00 for a study of options for a 911 Center Consolidation Study.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to grant the funding request from Trehab for \$35,000.00 of Act 13 monies for Rental Assistance and Utility Assistance.
Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Nay: Commissioner Giangrieco. Motion carried.

Motion by Commissioner Warren to discuss the Recycling Center.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to look into privatizing the Recycling Center.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-04
02-27-13

Commissioner Hall called the meeting to order at 9:01am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the February 13, 2013 Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

- Motion by Commissioner Giangrieco to ratify or approve the following:
- ratify the Cash Disbursement Journal dated 02/12/2013 for \$91,701.80 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/13/2013 for \$4,824.97 for Net Payroll Expenses
 - ratify the Cash Disbursement Journal dated 02/14/2013 for \$311,640.90 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/15/2013 for \$129.96 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 02/15/2013 for \$41.62 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 02/20/2013 for \$51,441.11 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 02/21/2013 for \$4,334.18 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/21/2013 for \$561,458.65 for General Expenses
 - approve the Gross Wages Report dated 02/27/2013 for \$160,254.76 for Net Payroll

Expenses

- approve the EFTPS payment dated 02/27/2013 for \$14,998.48 for Employee Retirement Contributions
 - approve the EFTPS payment dated 02/27/2013 for \$7,293.13 for State Withholding taxes
 - approve the EFTPS payment dated 02/28/2013 for \$61,452.82 for Federal Payroll taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Jeffrey Shoemaker, Probation, State College, March 15, 2013, County Chief Adult Probation & Parole Officers Association of PA – General Business Meeting, total cost \$169.00, cost to the County \$0.00.
 - Jim Garner and Laura Holbrook, Conservation District, Lewisburg, PA, March 11, 2013, Chesapeake Bay Program Meeting, cost to the County \$0.00.
 - Michelle Graziano and Mark Phillips, Children & Youth, State College, March 20-22, 2013, Pennsylvania Children & Youth Administrators Quarterly meeting, total cost \$1,086.00, cost to the County \$217.20.
 - Marysa Edwards-Ball, Chad Weaver and Diana Roszel, Children & Youth, Pittston, March 25 and 26, 2013, #205 Interstate Compact on the Placement of Children, total cost \$48.00, cost to the County \$9.60.
 - Joseph Parise and Nichole Welmon, Pittston, April 15 and 16, 2013, #303 Understanding Reactive Attachment Disorder, total cost \$32.00, cost to the County \$6.40.
 - Jolene Kelly, Ray Totten and Sarah Snee, Children & Youth, Pittston, April 25 and 26, 2013, #305 Engaging Absent Fathers, total cost \$48.00, cost to the County \$9.60.
 - Kim Harshaw, Katelyn Briggs, Diana Roszel and Gerald Daly, Pittston, June 3 and 4, 2013, #309 Prescription Drugs, total cost \$64.00, cost to the County \$12.80.
 - Mark Darmofal, Children & Youth Solicitor, State College, March 20-21, 2013, Child Welfare Law 2013, total cost \$562.00, cost to the County \$112.40.
 - Art Donato and Michael Pinkowski, March 7-8, 2013, Villanova, Mid Atlantic Geospatial Transportation Users Group, cost \$465.00.
 - Diana Roszel, Marysa-Edwards-Ball, Deanna Wasko, Jolene Kelly, Gerald Daly, Katelyn Briggs and Sarah Snee, Children & Youth, Pittston, March 18 and 19, 2013, #204 Assessing Safety in Out-of Home Care, total cost \$112.00, cost to the County \$22.40.
 - Michelle Graziano, Charmarie Bisel, Chad Weaver, Kim Harshaw, Joe Parise, Ray Totten and Nichole Welmon, Children & Youth, Pittston, April 1 and 2, 2013, #204 Assessing Safety in Out-of Home Care, total cost \$112.00, cost to the County \$22.40.
 - Thomas Yadlosky Jr., Veterans' Affairs, Tannersville, June 17 – 21, 2013, Pennsylvania State Association of County Directors of Veterans' Affairs Conference, cost \$510.00.
 - Mary Noldy, Assessment, Lewisburg, March 8, 2013, Hotel/Motel Valuation for Assessment Purposes, cost \$15.00.
 - Joan Burman and Alex Novak, Assessment, Bethlehem, March 21 (Joan), March 22 (both), 2013, Multi-Family Income Property Valuation, cost \$139.00.
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-03, a Resolution Authorizing an Application to the Pennsylvania Municipal Assistance Program and to commit \$44,000. as a match for said program.

Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Nay: Commissioner Giangrieco. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2013-01, proclaiming March 2013 as "American Red Cross Month" in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Loftus-Vergari & Associates, Wilkes-Barre, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: Specialized Foster Care, Certificate of Compliance 212870, Unit CC, per diem \$85.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners 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, 2012 through June to, 2013, inclusive for the following program only: Act Camp (Boys) Certificate #221090, Unit ID RE, per diem \$146.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Cornell Abraxas Group Inc, Pittsburgh, for the term July 1, 2012 through June to, 2013, inclusive for the following program only: Leadership Development, Certification #355310, Unit ID LP, per diem \$151.65.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and NHS (Northwestern Human Services) Youth Services, Inc, Harrisburg, for the term July 1, 2012 through June 30, 2013 inclusive for the following programs only: Certificate of Compliance 303470 AA and BB and 303480 BB per diem \$275.00 and Shelter Care Certificate of Compliance 318310 per diem \$226.79.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Family Care for Children & Youth, Inc, Milton, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: Foster Care Certificate #206250, Unit ID FA, per diem \$64.48.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to rescind the motion from the 02/13/2013 meeting to grant the funding request from Trehab for \$35,000.00 of Act 13 monies for Rental Assistance and Utility Assistance.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to reimburse Trehab for Utility Assistance, upon verification of expense, from Act 13 monies up to \$35,000.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Amanda Wilston effective end of business day, March 6, 2013, per the recommendation of Laura Watts, Director of Elections/Voter Registrar.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Luann Mariani, Springville, to the open, full-time, union position of Assistant Director of Elections/Assistant Voter Registrar, Range 13, Rate \$11.59 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Laura Watts, Director of Elections/Voter Registrar. Effective date to be determined by Laura Watts.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the hiring of Matthew Granick, Union Dale, by Sheriff Lance Benedict, to the open, full-time position of Deputy Sheriff, Rate \$11.00 per hour, 40 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit, effective date February 25, 2013. This position is per conditions previously approved in the January 23, 2013 Salary Board regarding Act 13 funds.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the hiring of Kathleen Aldrich, New Milford, as an independent contractor at \$23.05 per hour, no benefits, to aid in the transition to and training of the new Deputy Chief Clerk.

Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco. Nay: Commissioner Warren.

Motion by Commissioner Giangrieco to authorize the sale of a 2004 Chevrolet Impala. The estimated value on this vehicle is under \$1000.00. The Chief Clerk is directed to post a notice regarding sealed bids on the vehicle in a prominent place in the Courthouse for a period of ten days. After ten days, the award will be made to the highest bidder or sold for current junk value, whichever is greater.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a 2013 Ford Utility Police Interceptor from New Holland Auto Group, New Holland, PA, for the DUI Task Force for \$34,464.34. This purchase is through Co-Stars and will be paid for from the existing DUI fund.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to reappoint Commissioner MaryAnn Warren and appoint Michelle Graziano, Director of Susquehanna County Children & Youth Agency to the Lackawanna Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program Advisory Board for the period February 27, 2013 through December 31, 2015. Second Commissioner Giangrieco. Ayes: Commissioners Hall and Giangrieco. Abstain: Commissioner Warren. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-04 45 A.C.P. stating any Federal Act, bill, law, rule or executive order that in any way infringes upon our 2nd Amendment rights by attempting to reduce the private ownership of any firearm, magazine or ammunition shall be unenforceable in Susquehanna County as a violation of Article 1 §21 of the Commonwealth of Pennsylvania Constitution. Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board Meeting. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:34am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-05
03-13-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Gia grieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the February 27, 2013 Commissioners' meeting. Second Commissioner Warren. Ayes: Unanimous. Motion carried

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Linda Blaisure, Corrections Officer, 10 Years.
Deanna Wasko, Children & Youth, 15 Years.

Motion by Commissioner Giangrieco to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 02/27/2013 for \$6,997.79 General Expenses
-ratify the Cash Disbursement Journal dated 02/28/2013 for \$97,574.84 for General Expenses
-ratify the Cash Disbursement Journal dated 03/07/2013 for \$71,280.86 for CYS Expenses
-ratify the Cash Disbursement Journal dated 03/08/2013 for \$192,974.31 for General Expenses
-approve the Gross Wages Report dated 03/13/2013 for \$155,163.14 for Net Payroll Expenses
-ratify the EFTPS payment dated 03/13/2013 for \$14,671.16 for Employee Retirement Contributions
-ratify the EFTPS payment dated 03/13/2013 for \$7,058.72 for State Withholding taxes
-ratify the EFTPS payment dated 03/14/2013 for \$58,983.59 for Federal Payroll taxes
Second Commissioner

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:
-Cathy Benedict and Wanda Yonkin, Tax Claim, State College, 04/12/2013 Tax Claim Spring Conference, cost \$212.50.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

- Denise Sellers, Domestic Relations, Harrisburg, April 4 – 5, 2013, Domestic Relations Association of Pennsylvania (DRAP) Board Meeting, total cost \$357.50, cost to the County \$0.00.
 - Michele Jerauld, Domestic Relations, Lancaster, March 27 – 28, 2013, Region III Meeting, total cost \$505.00, cost to the County \$0.00.
 - Andrea Beeman and Elizabeth Lyons, Domestic Relations, Wilkes-Barre, April 8 – 12, April 24 – 26 and May 8, 2013, New Hire Training, total cost \$1,359.00, cost to the County \$0.00.
 - Laura Holbrook, Conservation District, Harrisburg, March 13, 2013, Nutrient Management Orientation, cost to the County \$0.00.
 - Laura Holbrook, Conservation District, Hawley, March 22, 2013, Equine Environmental Stewardship Short Course, cost to the County \$0.00.
 - Connie Hitchcock, Commissioners' Office, Harrisburg, April 30, 2013, FMLA/Affordable Care Act/ADA/Social Media, cost \$140.00.
- Second Commissioner Giangrieco.

Motion by Commissioner Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Diakon Adoption and Foster Care, Mechanicsburg, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: FC Certificate of Compliance #322730, Unit ID BB, per diem \$73.39.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and VisionQuest National, Gouldsboro, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: Standing Timbers, Residential, Certificates of Compliance 221040 & 221050 per diem \$198.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Levi Tiffany, Montrose, by Sheriff Lance Benedict, to the open, full-time position of Deputy Sheriff, Rate \$11.00 per hour, 40 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit, effective date March 11, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Jessica Bryant, 911, per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the sale of a 2000 Ford Ranger and a 2001 Ford F-150. The estimated value on these vehicles is under \$1000.00. The Chief Clerk is directed to post a notice regarding sealed bids on the vehicles in a prominent place in the Courthouse for a period of ten days. After ten days, the award will be made to the highest bidder or sold for current junk value, whichever is greater.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to purchase a 2013 Chevrolet Impala from Fairway Motors, Hazelton, for \$22,230.00 Co-Stars price. This vehicle is for County use.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:08am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-06
03-27-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the March 13, 2013 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 03/14/2013 for \$934.52 for Jury Expenses

-ratify the Cash Disbursement Journal dated 03/15/2013 for \$136,891.59 General Expenses

-ratify the Cash Disbursement Journal dated 03/19/2013 for \$58,279.60 for CYS Expenses

-ratify the Cash Disbursement Journal dated 03/20/2013 for \$141,842.08 for General Expenses

-approve the Gross Wages Report dated 03/27/2013 for \$163,642.10 for Net Payroll Expenses

-approve the EFTPS payment dated 03/27/2013 for \$14,943.61 for Employee Retirement Contributions

-approve the EFTPS payment dated 03/27/2013 for \$7,244.11 for State Withholding taxes

-approve the EFTPS payment dated 03/28/2013 for \$60,618.16 for Federal Payroll taxes

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

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

-Nicholas Conigliaro, Warden, Hershey, May 22 - 23, 2013, CCAP Prison Risk Management, cost \$276.08.

-Nicolas Conigliaro, Warden, Jesse Harris, Deputy Warden and Sylvia Beamer, Chief Clerk, Scranton, May 8, 2013, Internal Investigations, cost \$50.00.

-Laura Holbrook, Conservation District, Bellefonte, March 26-27, 2013, Managing Manure Nutrients Workshop, cost to the County \$0.00.

-John Lester, Probation, State College, June 25 - 26, 2013, Youth Level of Service Master Trainer Re-Certification Training, total cost \$275.00, cost to the County \$0.00.

-Laura Holbrook, Conservation District, Annville, April 1 - 5, 2013, Agricultural Conservation Technical Training Basic Boot Camp 2013, Cost to the County \$0.00.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to adopt Proclamation 2013-02 proclaiming April 14-20, 2013 as Public Safety Telecommunications Week in Susquehanna County.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2013-03, proclaiming April as Environmental Awareness Month in Susquehanna County.

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Friendship House, Scranton, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: FC Certificate of Compliance #109710, Unit ID EE, per diem \$52.50.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Youth Service Agency of PA, York, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: FC Certificate of Compliance #330880, Unit ID AA & Unit CC, per diem \$66.05.

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign a contract with Independent Drug and Alcohol Testing, Kingsley for testing as provided for in the current Prison Bargaining Unit Contract. This contract is for the term April 1, 2013 through March 31, 2014. The cost is \$45.00 per test.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Motion by Commissioner Warren to authorize the Commissioners to sign the proposal for Professional Services associated with the design for removal and replacement of an access ramp in back of the Courthouse with Greenman-Pedersen Inc., Scranton, for the amount of \$28,940.00.

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

Motion by Commissioner Gianrieco to advertise for sale, a 2004 Ford Explorer, currently used by the Sheriff's Office.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to reappoint the following to the Solid Waste Advisory Committee (SWAC) for the two year term to begin March 25, 2-13 through March 24, 2015:

- | | |
|---------------|------------------|
| Adam Diaz | Bill Bayne |
| Sam Cosmello | Jennifer Hibbard |
| Ruth Wilmarth | MaryAnn Warren |
| Kevin Pascoe | Barbara James |
| Marvin Small | |

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to accept, with regret, the resignation/retirement of James Thomen effective end of business day April 3, 2013.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to acknowledge the acceptance, by Mary Evans Register & Recorder, the acceptance, with regret, the resignation of Susan Gesford, effective end of business day, April 5, 2013.

Second Commissioner Giangrieco, Ayes: Unanimous. Motion carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.

Second Commissioner Warren, Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:08 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-07
04-10-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to amend the agenda to reflect Commissioner Warren's absence.

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangrieco to approve the minutes of the March 27, 2013 Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Denise Sellers, Domestic Relations, 10 Years.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 03-26-13 for \$91,018.60 General Expenses
 - ratify the Gross Wages Report dated 04/08/2013 for \$170,228.01 for Net Payroll Expenses
 - ratify the EFTPS payment dated 04/10/2013 for \$15,183.17 for Employee Retirement Contributions
 - ratify the EFTPS payment dated 04/010/2013 for \$7,690.99 for State Withholding taxes
 - ratify the EFTPS payment dated 04/11/2013 for \$64,951.01 for Federal Payroll taxes
 - ratify the Cash Disbursement Journal dated 04-03-13 for \$176,697.88 General Expenses
 - ratify the Cash Disbursement Journal dated 04-05-13 for \$60,608.14 Children & Youth Services Expenses
 - ratify the Cash Disbursement Journal dated 04-05-13 for \$1,194.96 Jury Expenses
- Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

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

- Jeffrey J. Shoemaker, Probation, Stroudsburg, 04-05-13, Prescription Drug Abuse-DUI Training Workshop, cost \$34.00.
 - Steve Stoud & Bruce Butler, EMA, Northampton County, 04-23-13 to 04-25-13, Intermediate Incident Command Systems for Expanding Incidents, Cost \$75.00.
- Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangreico to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Concern, Fleetwood, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: CRR Certificate #222210, per diem \$24.00, Foster Care Certificate #214070, Unit ID BB, per diem \$89.64 and Unit ID AA, per diem \$81.41.

Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Community Solutions, Windsor, CT for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: In Home Service Agreement #PSA-513909-10, per diem \$60.71 per day.

Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangrieco to reappoint John Kameen, Forest City, and Joe Andre, Montrose, to the Susquehanna County Economic Development Board for a three year term beginning January 1, 2013 through December 31, 2015.

Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the recommendation of Catherine Benedict, Tax Claim Director:

- A. Oakland Township, Parcel No. 054.00-1,001.00,008, name of Joan Long consisting of trailer in Oakland Trailer Park, assessed at \$2,800.00. Trailer exonerated from rolls by Assessment on March 19, 2013 as gone. Total to be exonerated is \$352.57.
- Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Motion by Commissioner Giangrieco to authorize the purchase of 12 desktop computers from Dell using ACT 13 funds, cost \$14,493.12, to replace old, outdated machines, for the following departments:

- | | |
|---------------------------|------------------------|
| Planning – 1 | Probation – 2 |
| Juvenile Probation – 1 | Veteran's Affairs – 1 |
| Children & Youth – 3 | Voter Registration – 1 |
| Commissioners' Office - 3 | |

Second Commissioner Hall, Ayes: Unanimous. Motion Carried.

Public Comment

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-08
04-24-13

Commissioner Hall called the meeting to order at 9:01am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to amend and approve the minutes of the April 10, 2013 Commissioners' meeting, corrections as follows:

- Motion 7 from the agenda should state the function which employees will be attending. Jeffery Shoemaker, April 4, 2013, Prescription Drug Abuse – DUI Training Workshop. Steve Stoud & Bruce Butler, April 23-25, 2013, Intermediate Incident Command Systems for Expanding Incidents.
 - Motion 10 from the agenda should state reappointment of John Kameen, Forest City and Joe Andre, Montrose and the three year term is January 1, 2013 through December 31, 2015.
 - Motion 12 from the agenda should not state Front Office – 1 computer. It should state Commissioners' Office 3 computers.
- Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco. Abstain: Commissioner Warren.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 04/11/2013 for \$100,024.92 for General Expenses
- ratify the Cash Disbursement Journal dated 04/16/2013 for \$2,877.00 for Election Expenses
- ratify the Cash Disbursement Journal dated 04/18/2013 for \$162,526.70 for General Expenses
- ratify the Cash Disbursement Journal dated 04/19/2013 for \$58,348.74 for CYS Expenses
- approve the Gross Wages Report dated 04/24/2013 for \$183,603.34 for Net Payroll Expenses
- approve the EFTPS payment dated 04/24/2013 for \$14,964.26 for Employee Retirement Contributions
- approve the EFTPS payment dated 04/24/2013 for \$8,096.03 for State Withholding taxes
- approve the EFTPS payment dated 04/25/2013 for \$69,422.75 for Federal Withholding taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Laura Holbrook, Conservation District, April 17, 18, 2013, Spring Mills, PA, Storm Water Run Off and Phosphorus Index Workshop, cost to the County \$0.00.
- Laura Holbrook, Conservation District, May 7, 8, 2013, State College, Plan Writing Workshop, cost to the County \$0.00.
- Laura Holbrook, Conservation District, May 22, 23, 2013, Lebanon, Animal Concentration Areas and Manure Storages, cost to the County \$0.00.
- Laura Holbrook, Conservation District, June 4, 2013, Harrisburg, Plan Review Workshop (Nutrient Management Plan), cost to the County \$0.00.
- Mary Rosengrant and Nancy Tator, 9-1-1, May 15, 2013, Jessup, CLEAN Upgrade Training, cost \$46.00.

-Jeffrey Shoemaker, Joseph Barry and Lisa Vail, Probation, May 15, 2013, Jessup, CLEAN Upgrade Training, total cost \$24.00, cost to the County \$0.00.

-Allen Smith and Phillip Crisp, Probation, May 17, 2013, Nanticoke, Firearm Education and Training Commission, Course 3, total cost \$16.00, cost to the County \$0.00.

-Jeffrey Shoemaker, Joseph Barry, Jim Gulbin and John Lester, Probation, July 16, 2013, Nanticoke, Firearm Education and Training Commission, Course 2, total cost \$32.00, cost to the County \$0.00.

-James DeMann, Corrections Officer, May 13 – May 17, 2013, Elizabethtown, Cell Extraction, cost to the County \$0.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the purchase of 4 computers, and 4 scanners in the Clerk of Courts office and to contract with Infocon to image specific files. The total cost for this project, including equipment, is \$13,398.96 which will be reimbursed by the AOPC (Administrative Office of Pennsylvania Courts).

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Garrett Schneider, Montrose, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire John Stackowitz, Susquehanna, to the open part-time Dispatcher Trainee position \$9.25 per hour, varied hours with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Peter Lee, Susquehanna, to the open part-time Dispatcher Trainee position \$9.25 per hour, varied hours with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Carol Ainey, Hop Bottom, to the open, full-time Addressing/GIS Clerk position, \$8.50 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the transfer of Michael Harlost, by Register & Recorder Mary Evans, from the part-time clerical position in the Register & Recorder's office to the open, full-time position of 3rd Deputy Register & Recorder, Range 8, Rate \$8.76 per hour, 35 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit Contract.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid for the 2004 Ford Explorer (Sheriff's Vehicle) to the highest bidder Alan Sivers for \$1501.00. Other bids were \$1075.00 from Union Dale Borough and \$490.00 from Teri Gulick.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Bethany Christian Services, Elkins Park, for the term July 1, 2012 through June 30, 2013, inclusive for the following programs only: Foster Care Certificate #122150, Unit ID AS, per diem \$38.01; Unit ID DS, per diem \$50.02; Unit ID ES, per diem \$56.80.

Second Commissioner Giangrieco. Ayes

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Commissioner Hall declared the Commissioners' meeting adjourned at 9:21am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-09
05-08-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the April 24, 2013 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Paula Mack – Sheriff's Office – 20 Years

Joseph Parise – Children & Youth – 10 Years

Robert Fearnley – Soil Conservation – 5 Years

Wayne Oakley – Soil Conservation – 5 Years

Motion by Commissioner Warren to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 04/26/2013 for \$132,434.40 for General Expenses

-ratify the Cash Disbursement Journal dated 05/02/2013 for \$157452.50 for General Expenses

-ratify the Cash Disbursement Journal dated 05/02/2013 for \$91,414.11 for CYS Expenses

-approve the Gross Wages Report dated 05/08/2013 for \$165,317.42 for Net Payroll Expenses

-approve the EFTPS payment dated 05/08/2013 for \$14,740.18 for Employee Retirement Contributions

-approve the EFTPS payment dated 05/08/2013 for \$7,449.83 for State Withholding taxes

-approve the EFTPS payment dated 05/09/2013 for \$62,238.22 for Federal Payroll taxes

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

-Art Donato, 9-1-1, May 14 – 16, 2014, Lancaster, PEMA Super Quarterly Training, cost \$160.00.

-Lisa Vail, Probation, July 16, 2013, Nanticoke, Firearm Education and Training Commissioner Course 2, total cost \$8.00, cost to the County \$0.00.

-Robert Templeton, Planning, May 9, 2013, Stevensville, Central Bradford Progress Authority Housing Study, cost \$19.00.

-Robert Templeton, Planning, May 15, 2013, LaPorte, York County Planning Commission Storm Water Plan, cost \$61.00.

-Michelle Graziano and Charmarie Bisel, Children & Youth, June 13, 2013, Scranton, DSM-5, Understanding and Diagnosing Mental Disorders, totals cost \$346.00, cost to the County \$69.20.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Resolution 2013-05, a Resolution to request the Legislature to clarify the Guaranteed Minimum Royalty Act.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to purchase for the Assessment Department, a used 2012 Ford Escape with 24,000 miles from Simmons Rockwell, Hallstead, for \$17,999.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Devereux Foundation, Inc., King of Prussia, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: Clothing and Personal Care allowance, per diem \$4.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and KidsPeace National Centers, Schnecksville, for the term July 1, 2012 through June 30, 2013, inclusive for the following programs only: Foster Care Certificate of Compliance #239140, Unit ID BB, per diem \$91.40, Diagnostic Certificate of Compliance #207040 and #220110, Unit ID SA, per diem \$314.23 Certificate of Compliance #206950 and 207020, Personal Care Cost \$3.00

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Sally Hawley, Montrose, to the open, full-time position of System Database Administrator/Technical Administrative, 40 hours per week, benefits per the County Personnel Manual and salary of 30,000.00 per year with an increase to \$32,500.00 upon a successful review after a six month probation period, effective 05/09/2013 per the recommendation of Sylvia Beamer, Chief Clerk.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the verbal resignation of Luann Mariani effective 05/06/2013, per the recommendation of Laura Watts, Director of Elections/Voter Registrar.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the contract with FDT Professional Services to clean the District Judge's office in New Milford for \$65.00 per week. This is a one year contract through May 31, 2014 which may be terminated by either party with a thirty (30) day written notice to the other.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-10
05-22-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the May 8, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Eleanor Kurosky – Planning – 25 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 05/10/2013 for \$580,280.92 for General Expenses
 - ratify the Cash Disbursement Journal dated 05/15/2013 for \$342,689.76 for General Expenses
 - ratify the Cash Disbursement Journal dated 05/16/2013 for \$76,029.90 for C&Y Expenses
 - ratify the Cash Disbursement Journal dated 05/17/2013 for \$2,026.08 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 05/17/2013 for \$12,568.27 for General Expenses
 - approve the Gross Wages Report dated 05/22/2013 for \$193,518.86 for Net Payroll Expenses
 - approve the EFTPS payment dated 05/22/2013 for \$15,042.14 for Employee Retirement Contributions
 - approve the EFTPS payment dated 05/22/2013 for \$8,469.44 for State Withholding taxes
 - approve the EFTPS payment dated 05/23/2013 for \$72,117.66 for Federal Payroll taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Michelle Graziano and Mark Phillips, Children & Youth, June 19 – 21, 2013, Gettysburg, Pennsylvania Children & Youth Administrators Quarterly Meeting, total cost \$986.00, cost to the County \$197.20.
- Michele Jerauld and Brenda Landes, Domestic Relations, September 22 – 26, 2013, Harrisburg, Annual Domestic Relations Conference, total cost \$1808.00, cost to the County \$0.00.
- Jeffrey Shoemaker, Probation, May 30 – 31, 2013, King of Prussia DUI Instructor Training, total cost \$500.00, cost to the County \$0.00.
- John Lester and Lisa Vail, Probation, June 5, 2013, Montrose, Suicide Prevention Gatekeeper Training, cost \$0.00.
- Sharon Depew, Commissioners' Office, May 28, 2013, Dunmore, PennDot Revised DotGrants, cost \$30.00.
- Rachel Carrico, Emergency Management, May 29, 2013, Stroudsburg, Land Use Planning Matters: Planning for Disaster Resilient Communities, cost \$60.00
- Susan Eddleston and Amy Bishop, Prothonotary/Clerk of Courts, July 9 – 12, 2013, Pennsylvania State Association of Prothonotaries & Clerks of Court Annual Conference, cost \$1941.50.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-06, a Resolution to Abolish the Elected Position of Jury Commissioner in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-07, a Resolution Authorizing the Filing of a Proposal for Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds in the amount of \$1,105,000.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-08, a Resolution Entering Susquehanna County into a Cooperation Agreement with the Susquehanna County Housing/Redevelopment Authority for Administration of the Pennsylvania Housing Affordability and Rehabilitation Enhancement Program.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Families United Network, Inc, Pennsdale, for the term July 1, 2012 through June 30, 2013, inclusive for the following program only: Certificate of Compliance #361920, Unit LO, per diem \$181.61.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance of the resignation of Elizabeth Lyons, Domestic Relations, by President Judge Kenneth W. Seamans effective May 10, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the hiring of Lori Raub, Hallstead to the position of Assistant Director of Elections/Assistant Voter Registrar, Range 13, Rate \$11.59 per hour, 40 hours per week with a six month probation period and benefits per the Residual Bargaining Unit, effective date May 13, 2013, per the recommendation of Laura Watts, Director of Elections/Voter Registrar.
 Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation of Isaac Hobbs from the position of Corrections Officer and hire him to the open, full-time position of Caseworker II, Rate \$16.77 per hour, with a six month probation period and benefits per the Residual Professional Bargaining Unit, effective June 3, 2013, per the recommendation of Michelle Graziano, Director of Children & Youth.
 Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the agreement with INFOCON, Ebensburg, PA, whereby INFOCON will scan and microfilm for the Prothonotary/Clerk of Courts office, approximately 2,394,186 images to be done in three phases: Phase 1 Cost \$150,000.00, Phase 2 Cost \$150,000.00, Phase 3 Cost \$96,460.36, Total \$396,460.36. This is a qualified Act 13 expense.
 Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Administrative Entity Operating Agreement, effective July 1, 2013, with the Department of Public Welfare, Office of Developmental Programs, for the purpose of identifying the Lackawanna-Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program as the Administrative Entity conducting the administrative functions of the Consolidated (CMS#PA.0147) and Person/Family Directed Support (P/FSD)(CMS#PA.0354) Waivers for individuals and Waiver Participants with intellectual disabilities.
 Second Commissioner Giangrieco. Ayes: Unanimous.

Motion by Commissioner Warren to authorize the Commissioners to sign the Lackawanna/Susquehanna Commission on Drug & Alcohol Provider Contracts for Fiscal Year 2013-2014 as listed:

Lackawanna Susquehanna Office of Drug and Alcohol Programs Fiscal Year 2013-2014 Contract List			
Services:	Provider:	Total Allocation:	Maximum Allocation:
Prevention:			
	Vac-Shine	\$31,500.00	\$112,100.00
	Tre-Hab	\$80,600.00	
Intervention:			
	CIC	\$129,420.00	\$187,199.00
	Vac-First	\$16,279.00	
	Tre-Hab	\$41,500.00	
Non-Hospital: Detox/ Inpatient/ Halfway House			
	Bowling Green	These providers aren't allocated funds. These are "Fee for Service" providers that are part of a Pool of Funds and are used "as needed" not to exceed Maximum "Pool Amount"	\$570,000.00
	Cedar Residence		
	Choices		
	Choices Recovery Program		
	Clear Brook Lodge		
	Clear Brook Manor		
	Clem Mar House Inc.		
	Clem Mar House for Women		
	Colonial House		
	Conewago Pottsville		
	Conewago Snyder		
	Eagleville Hospital		
	Gaudenzia Chambers Hill		
	Gaudenzia Common Ground		
	Gaudenzia Inc. Fountain Springs		
	Gaudenzia New Destiny		

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Treatment Trends (Keenan House) Marworth Nuestra Clinical Services Pyramid Healthcare Belleville Men's Pyramid Hillside Pyramid Healthcare Pine Ridge Pyramid Quakertown Adolescent Pyramid Healthcare Male Halfway House Pyramid Healthcare Traditional House Pyramid Healthcare Pocono Mt. Recovery Center White Deer Run		
Hospital: Detox / Inpatient		
Eagleville Hospital	\$495.67/Day	\$5,000.00
Partial:		
A Better Today Drug & Alcohol Treatment Services	\$9,000.00 \$58,500.00	\$67,500.00
Outpatient:		
A Better Today Drug & Alcohol Treatment Services Tre-Hab Pennsylvania Treatment & Healing Habit OPCO Inc. Choices Recovery	\$73,800.00 \$365,400.00 \$138,504.00 \$4,050.00 \$15,720.00 \$15,720.00	\$613,194.00
Recovery Support:		
Community Intervention Center	\$12,000.00	\$12,000.00
Support Services:		
Bonita & Rainey, CPA Marywood University Tre-Hab CMU Tidgewell Associates	\$10,050.00 \$7,500.00 \$52,906.00 \$16,640.00	\$87,096.00

The total estimated local match from Susquehanna County for 2013-2014 Fiscal Year is \$14,000.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Lease Agreement between the Susquehanna County Commissioners and Trehab whereby the County will lease to Trehab sixteen (16) vehicles for the purposes of Shared Ride and Medical Assistance Transportation, for \$1.00 per vehicle, for the period July 1, 2013 through June 30, 2014. Trehab will be responsible for all maintenance, repairs, inspections and insurance.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-11
06-12-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall and Warren.

Motion by Commissioner Warren to amend then approve the minutes of the May 22, 2013 Commissioners' meeting. The amendment is to rescind the motion accepting the resignation of Isaac Hobbs, Correction Officer and acknowledge his transfer from the Prison to a Caseworker in Children & Youth effective June 3, 2013.
Second Commissioner Hall. Ayes Unanimous. Motion carried.

Commissioner Giangrieco enters the meeting.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Raymond Totten – Children & Youth – 5 Years

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 05/22/2013 for \$92,368.58 for General Expenses
- ratify the Cash Disbursement Journal dated 05/24/2013 for \$27,715.00 for Election Expenses
- ratify the Cash Disbursement Journal dated 05/30/2013 for \$157,238.09 for General Expenses
- ratify the Cash Disbursement Journal dated 06/04/2013 for \$66,109.69 for CYS Expenses
- ratify the Gross Wages Report dated 06/05/2003 for \$169,847.98 for Net Payroll Expenses
- ratify the EFTPS payment dated 06/05/2013 for \$15,331.02 for Employee Retirement Contributions
- ratify the EFTPS payment dated 06/05/2013 for \$7,690.45 for State Withholding taxes
- ratify the EFTPS payment dated 06/06/2013 for \$64,957.59 for Federal Payroll taxes
- ratify the Cash Disbursement Journal dated 06/07/2013 for \$212,835.52 for General Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Jim Garner, Soil Conservation, June 4 – 5, 2013, State College, Conservation District Management Summit XII, cost to the County \$0.00.
 - Laura Holbrook, Soil Conservation, June 18, 2013, Harrisburg, Nutrient Management Commercial/Public Dual Exam, cost to the County \$0.00.
 - Denise Sellers, Domestic Relations, July 9 - 10, 2013, Harrisburg, Domestic Relations Association of Pennsylvania (DRAP) meeting, cost \$347.50, cost to the County \$0.00.
 - Deanna Wasko, Sarah Snee, Raymond Totten and Kimberly Harshaw, Children & Youth, July 16 & 17, 2013, Pittston, #205 Interstate Compact on the Placement of Children, cost \$32.00, cost to the County \$6.40.
 - Marysa Edwards Ball, Gerald Daly and Chad Weaver, Children & Youth, August 27, 2013, Pittston, #202 Planning with Youth in Transition: Tips, Tools, Techniques, cost \$24.00, cost to the County \$4.80.
 - Diana Roszel, Children & Youth, Pittston, September 17 & 18, October 3 & 4, November 6 & 7 and November 20 & 21 and December 16, 2013 and January 13, 2014, Supervisor Training Series Module 1 through Module 5, cost \$580.00, cost to the County \$116.00.
 - Charmarie Bisel, Nichole Welmon, Katelyn Briggs, Jolene Kelly and Joseph Parise, Children & Youth, Pittston, October 1, 2013, #400 Using Ethics to Guide Casework and Decision Making, cost \$40.00, cost to the County \$8.00.
 - Isaac Hobbs, Children & Youth, Pittston, July 15, 22, 23, 29 & 31, August 5, 7, 12, 13, 19, 29, September 3, 4, 9, 11, and 16, 2013, Module 1 through Module 10, Charting the Course, cost \$1080.00, cost to the County \$216.00.
 - Jeffrey Shoemaker, Probation, State College, September 16 – 18, 2013, 2013 County Chief Adult Probation & Parole Officers Association of Pennsylvania's Annual Conference, cost \$470.00, cost to the County \$0.00.
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Professional Services Agreement dated June 14, 2013 between Susquehanna County and MCM Consulting Group, Inc, McMurray, PA, whereby MCM will provide a complete restructuring, oversight and implementation of a County wide Geographic Information Services (GIS) mapping system for a project cost of \$170,700.00 less the current Project Management contract in place, reducing this project cost to 127,580.00. This fee includes all man power, and office and travel costs. This project qualifies for wireless funding and Act 13 monies.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners 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, 2012 through June 30, 2013, inclusive for the following programs only: Certificate of Compliance #227360, Unit GH and Certificate of Compliance #211490, Unit ID BH, in the amount of \$65.52 each.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the proposal with Grey Wall Software, LLC, New Haven, CT, whereby Susquehanna County will utilize Grey Wall's Virtual Emergency Operations Center Software Program (VEOCI) for critical incident management, team communication and collaboration. This contract is for maintenance of software, training and support for the period June 1, 2013 through June 30, 2014. The cost is \$12,000.00 and is an Act 13 qualified expense.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the quote from Stoney Mountain Tractor Parts, Inc., Montrose, for mowing the County dams - Springville Dam \$1,095.00, Brooklyn Dam \$1,435.00 and Kingsley Dam \$2,025.00. Removing and chipping trees from designated areas will be \$45.00 per hour for labor and \$125.00 for the tractor and chipper per hour. The dams will be mowed three times per year. The above cost is for each mowing.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to amend the January 1, 2012 agreement with eco International, Vestal, NY, whereby as of July 1, 2013 Susquehanna County will continue to utilize Eco International for the County's electronics recycling program consistent with the Covered Device Recycling Act (Act 208 of 2010). The County will be paid .15 cents per pound for computers and laptops and .02 cents per pound for monitors, printers, keyboards and mice. Non-covered devices will be no payment and no charge. This agreement is automatically renewed annually unless either party notifies the other sixty (60) days prior to termination.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign a contract with KlinkCheck, Pittsburgh, whereby KlinkCheck will do employment background checks for the County, pricing will vary with the services provided with the average price for County needs being \$32.50 to \$41.50.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign contract 4400008420 and Change Order (1) totaling \$54,580.00 for a 23' Ford Transit Bus for Susquehanna County Transportation. The County will receive reimbursement from PennDot.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following:

-Liberty Township, Parcel No. 047.00-1,058.00,001., name of Arthur L & Sandra M. Snyder Sr. consisting of a trailer on Snyder land, assessed at \$300.00. The trailer was exonerated from the rolls by Assessment as razed. The total to be exonerated is \$103.42.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Christine Jones, New Milford, by Judge Jeffrey Hollister, to the open, full-time position of clerk typist, Range 6, Rate \$7.83 per hour, 32.5 hours per week with a six month probation period and benefits per the Court Appointed Bargaining Unit, effective 05/28/2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Sue Blaisure, Montrose, by Judge Kenneth W. Seamans, to the open, full-time position of Finance Enforcement Officer, Range 8, Rate \$8.76 per hour, 37.5 hours per week, with a six month probation period and benefits per the Court Appointed Bargaining Unit, effective June 13, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Shawn Isby, New Milford, to the open, full-time position of Roads & Bridges/Maintenance, Range 15, Rate \$12.97, 40 hours per week with a six month probation period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Dennis Landis, Department Head of Maintenance, effective date to be determined.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Betty Phillips, Hallstead, by Mary Evans, Register & Recorder, to the open, part-time, temporary, summer clerical position in the Register & Recorder's office, Range 5, Rate \$7.41 per hour. This is a non-union position, maximum 29 hours per week, with no County benefits, effective June 14, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Jeremy Bogdanovitch, 911, effective April 24, 2013, per the recommendation of Robert S. Stoud, Director of Public Safety.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to reappoint the following to the Susquehanna County Tourism Committee for the term 05/08/2013 through 05/07/2014:

Andy Aulakh
Gregg Confer
Sandy Conklin
Kim Ross
Michele Suchnick

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:34am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-14
06-26-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the June 12, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 06/12/2013 for \$1,202.94 for Jury Expenses
- ratify the Cash Disbursement Journal dated 06/13/2013 for \$293,413.00 for General Expenses
- ratify the Cash Disbursement Journal dated 06/18/2013 for \$86,798.55 for CYS Expenses

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Two Year Term Sam Anderson

Local Elected Officials - Alan M. Hall
Michael J. Giangrieco
MaryAnn Warren

Member at Large - Jody Place
Second Commissioner Warren. Ayes Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Memorandum of Understanding between the Susquehanna County Commissioner and the Board of Directors of the Susquehanna County Conservation District for the period June 29, 2013 through December 31, 2015 regarding the occupancy of 88 Chenango Street facilities, funding, phone system and easements.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Addendum to the Memorandum of Understanding between the Susquehanna County Commissioners and Penn State Cooperative Extension for the period January 1, 2013 through December 31, 2015 regarding 88 Chenango Street.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Retirement Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-15
07-10-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the June 26, 2013 Commissioners' meeting.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 06/26/2013 for \$64,961.09 for General Expenses
-ratify the Gross Wages Report dated 07/03/2013 for \$161,772.59 for Net Payroll Expenses
-ratify the EFTPS payment dated 09/03/2013 for \$15,122.12 for Employee Retirement Contributions
-ratify the EFTPS payment dated 07/03/2013 for \$7,361.15 for State Withholding taxes
-ratify the EFTPS payment dated 07/04/2013 for \$62,096.01 for Federal Payroll taxes
-ratify the Cash Disbursement Journal dated 07/02/2013 for \$71,244.91 for CYS Expenses
-ratify the Cash Disbursement Journal dated 07/05/2013 for \$259,224.56 for General Expenses
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Thomas Yadlosky Jr., Veterans' Affairs, Mechanicsburg, September 8 – 13, 2013, Veterans' Service Officer Accreditation/Recertification, cost \$146.00.
 - Lisa Vail, Probation, Scranton, August 5, 2013, Meeting the Behavioral Healthcare Needs of Persons with Intellectual & Developmental Disabilities and Co-Occurring Psychiatric Diagnoses, total cost \$8.00, cost to the County \$0.00.
 - Lisa Vail, Probation, Scranton, August 8, 2013, Bipolar, An Updated Slant on the Disorder, total cost \$177.00, cost to the County \$0.00.
 - Raebelle Taylor, Domestic Relations, State College, October 17 – 18, 2013, Annual Fall Director's Meeting, total cost \$229.00, cost to the County \$0.00.
 - Mark Phillips, Children & Youth, Wilkes University, July 11, 2013, Fraud & Forensic Engagements – Accounting, total cost \$63.00, cost to the County \$12.60.
 - Steve Stoud (EMA) and Bruce Butler(9-1-1), Bloomsburg, July 13 – 14, 2013, Incident Command System 400 Course (ICS), cost \$916.44.
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sell the Transportation vehicle for scrap value since no vehicle bids were received. Bids were due in the Chief Clerk's office by 4:00pm on July 8, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to award the 88 Chenango Street Siding Project to E. Shinn Home Remodeling, Springville for \$19,300.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the furlough of Jennifer Henry, Head Real Estate Tax Clerk, Assessment, effective end of business day June 28, 2013 due to union bumping rights.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the transfer through union bumping rights of Connie Organisciak from the Soil Conservation Department to Head Real Estate Tax Clerk in Assessment, Range 11, Rate \$10.35 per hour with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective July 1, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the retirement/resignation of Barry Abbott, Maintenance, effective end of business day August 21, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Susquehanna House Inc, Jersey Shore, for the term July 1, 2012 through June 30, 2013, inclusive for the following programs only: Foster Care Certificate #309320 Unit ID-AA per diem \$69.00, Unit ID-BB per diem \$89.00, Transitional Living Certificate #327780 per diem \$79.00 and Certificate #327790 per diem \$89.00, Day Treatment Certificate #312970 per diem \$13.00 and Residential Certificate #312950 per diem \$99.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the proposal from Nestor Resources, Inc, Valencia PA, for revision and amendment of the Susquehanna County Municipal Waste Management Plan, Option 2, total Project Cost will be \$47,657.00 with 80% reimbursement (\$38,125.00) from the Department of Environmental Protection, Act 101, Section 901 grant and a County match fulfilled through the equivalent value for salaries, benefits, in-kind services, etc, Cash Equivalent Value is \$9,532.00

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the proposal from Shumaker Consulting Engineering & Land Surveying, P.C., Montrose, to inspect the three County dams for \$4,550.00 Total.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:08am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-16
07-24-13

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

Pledge of allegiance to the flag.

Present: Commissioners Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the July 10, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 07/10/2013 for \$71,473.67 for General Expenses
- ratify the Cash Disbursement Journal dated 07/12/2013 for \$21,702.53 for General Expenses
- ratify the Gross Wages Report dated 07/17/2013 for \$168,993.42 for Net Payroll Expenses
- ratify the EFTPS payment dated 07/17/2013 for \$14,937.37 for Employee Retirement Contributions
- ratify the EFTPS payment dated 07/17/2013 for \$7,467.34 for State Withholding taxes
- ratify the EFTPS payment dated 07/18/2013 for \$62,739.22 for Federal Payroll taxes
- ratify the Cash Disbursement Journal dated 07/23/2013 for CYS Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Art Donato, 9-1-1, July 19, 2013, Stroudsburg, Act 78 Rewrite, cost-use of County vehicle.
- Steve Frederick, Mary Rosengrant, Nancy Tator, B.J. Thorne and Cheryl Wellman, 9-1-1, August 2, 2013, Monroe County 9-1-1, Trailer Deployment for Planned Events, cost-use of County vehicle.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-09, a Resolution to authorize Commissioner Alan M. Hall, Chairman of the Board of Commissioners of Susquehanna County to sign the Inventory and Inspection Reimbursement Agreement between Susquehanna County and the Pennsylvania Department of Transportation to re-inspect the local bridges in the County and to sign Exhibit G, the Lobbying Certification Form.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

8. Motion by Commissioner Warren to authorize Commissioner Alan M. Hall to sign the Commonwealth of Pennsylvania, Department of Transportation, Engineering Agreement # 04E013, between Susquehanna County and Greenman -Pedersen, Inc

Whereby Greenman-Pedersen agrees to perform all services and work, and furnish all equipment and materials not otherwise provided, for inspection/inventory of fifty-eight (58) bridges in Susquehanna County for the estimated cost of \$553,715.27 for a 60 month period, 80% funded by the Federal Highway Administration. The County is reimbursed by the municipalities for the 20% due on bridges not owed by the County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to open for review the sealed bids for window and glass replacement which were due in the Chief Clerk's office by July 19, 2013 at 4:00pm.

Marchuska Glass \$47,848.00 Precision Glass \$17,710.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following:

- A. Dimock Township, Parcel No. 218.00-1,002.00,001., name of Phillip Warfle, consisting of a trailer on Van Den Hengel land. The land is assessed at \$2400. The trailer was removed from the rolls by Assessment as gone. The total to be exonerated is \$399.22.
- B. Bridgewater Township, Parcel No. 143.06-2,001.02,322., name of Marjorie Sechrist, consisting of a trailer in Montrose Terrace Park assessed at \$1,400. The trailer was removed from the rolls by Assessment as gone. The total to be exonerated is \$296.57.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint/re-appoint the following to the Susquehanna County Communications Advisory Board for the term 01/01/2013 through December 31, 2014:

Robert Thatcher
Chad Wallace
Charles Daly
Richard Hennessey
Jerry Fives
Jim Krupinski
Lance Benedict
Trent Turner
Steve Stoud
Art Donato

Commissioner Michael J. Giangrieco

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Medical Assistance Transportation Program (MATP) Participation Grant Agreement and Assurance of Compliance. The County's tentative MATP allocation for Fiscal Year 2013-2014 is \$561,728.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign a lease agreement between Susquehanna County and the Voluntary Action Center, Big Brothers Big Sisters, Scranton, whereby Big Brothers Big Sisters will lease two offices for a period of two years beginning August 1, 2013 and ending July 31, 2015. The lease payments for August 1, 2013 through July 31, 2014 will be \$439.00 per month, due the 1st of each month. The lease payments for August 1, 2014 through July 31, 2015 will be \$452.00 per month, due the 1st of each month.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the verbal resignation of Peter Lee, effective July 11, 2013, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the termination of Thomas Yadlosky Jr, Veterans' Affairs, effective July 18, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, the resignation of Andrea Beeman, Domestic Relations, effective at the end of business day, July 31, 2013, per the recommendation of Judge Kenneth W. Seamans.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Giangrieco declared the Commissioners' meeting adjourned at 9:26am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-17
08-14-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the July 24, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 07/25/2013 for \$145,673.37 for General Expenses

- ratify the Gross Wages Report dated 07/31/2013 for \$177,392.16 for Net Payroll Expenses

- ratify the EFTPS payment dated 07/31/2013 for \$14,484.98 for Employee Retirement Contributions

- ratify the EFTPS payment dated 07/31/2013 for \$7,849.87 for State Withholding taxes

- ratify the EFTPS payment dated 08/01/2013 for \$67,636.77 for Federal Payroll taxes

- ratify the Cash Disbursement Journal dated 08/02/2013 for \$418,046.60 for General Expenses

- ratify the Cash Disbursement Journal dated 08/08/2013 for \$153,368.78 for General Expenses

- ratify the Cash Disbursement Journal dated 08/08/2013 for \$89,864.55 for CYS Expenses

- approve the Gross Wages Report dated 08/14/2013 for \$157,170.21 for Net Payroll Expenses

- approve the EFTPS payment dated 08/14/2013 for \$14,403.83 for Employee Retirement Contributions

- approve the EFTPS payment dated 08/14/2013 for \$7,138.82 for State Withholding taxes

- approve the EFTPS payment dated 08/15/2013 for \$59,960.62 for Federal Payroll taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Erica Johnson, District Attorney's Office, Camp Hill, August 27, 2013, Victims' Rights & Services, Changes with Input Options, cost \$325.00.

- Charmarie Bisel, Children & Youth, Scranton, September 17, 2013, Ethical and Legal Issues When Working with Children, total cost \$107.50, cost to the County \$21.50.

- Denise Sellers, Domestic Relations, Harrisburg, October 24 – 25, 2013, Domestic Relations Association of Pennsylvania (DRAP), total cost \$199.00, cost to the County \$0.00.

- Rachel Carrico, Emergency Management, August 28 – 29, 2013, Breinigsville, PEMA Quarterly Training, cost \$26.00.

- Paul Johnson, Emergency Management September 5, 2013, Dickson City, Pipeline Safety Awareness and Emergency Response, cost \$20.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid for windows and glass replacement to the lowest bidder, Precision Glass Company, New Milford, for \$17,710.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following:

- A. Bridgewater Township, Parcel No. 143.06-2,001.02,019., name of Tonya Hance, consisting of a trailer in Hart's Trailer Park, Section 2, Lot 19, assessed at \$6,100.00. The trailer was removed from the rolls by Assessment as gone. Total to be exonerated is \$137.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to purchase a Belmont Model SS1018-12 trailer for the maintenance department for \$5,591.00 less discount from WTO Motors.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the engineering proposal from Greenman-Pedersen Inc, Scranton, for the full design for generators for the County Office Building, the Warner Building and the Courthouse for \$12,000.00.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the action taken by elected official Susan Eddleston, Prothonotary/Clerk of Courts, accepting, with regret, the resignation of Margaret Krupinski, from the Clerk of Court's office effective 08/05/2013, and acknowledge action by elected official Anthony Conarton, Coroner, the transfer of Margaret Krupinski to the open, full-time position of Administrative Assistant/Deputy Coroner, \$28,000.00 per year, 40 hours per week, with a six month probation period and benefits per the County Personnel Manual, effective August 5, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Nicole House, 911 Dispatcher, effective end of shift August 9, 2013, per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Richard VanGorder, Montrose, to the open, full-time position of Custodian, Range 5, Rate \$7.41 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit contract, per the recommendation of Dennis Landis, Department Head of Maintenance, effective date August 7, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Judy Petersen, Children & Youth, effective end of business day August 16, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:07am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-18
08-28-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the August 14, 2013 Commissioners' meeting.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the retirement of Sylvia Beamer, Chief Clerk, effective date August 21, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to amend then approve the transfer/appointment of Constance Hitchcock to the open position of Chief Clerk effective August 28, 2013, salary of \$40,000 and an increase to \$45,000 per year upon completion of a successful six month review, minimum 40 hours. Benefits are per the County Personnel Manual.
Second Commissioner Warren. Ayes: Unanimous. Motion carried as amended.

Motion by Commissioner Giangrieco to ratify or approve the following:

- approve the Cash Disbursement Journal dated 8/16/13 for \$230,766.75 for General Expenses
- approve the Gross Wages Report dated for 8/28/13 \$159,245.44 for Net Payroll Expenses
- approve the EFTPS payment dated for 8/28/13 \$14,390.86 for Employee Retirement Contributions
- approve the EFTPS payment dated for 8/28/13 \$7,050.22 for State Withholding taxes
- approve the EFTPS payment dated for 8/28/13 \$24,068.81 for Federal Payroll taxes
- approve the Cash Disbursement Journal dated 8/16/13 for \$105,865.13 for CYS Expenses

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Lisa Vail, Probation, Scranton, September 17, 2013, Ethical and Legal Issues When Working with Children, cost \$73.00, cost to the County \$0.00.
- Mark Phillips, Children & Youth, Wilkes-Barre, August 22-23, 2013, Write-Up Services for Fun and Profit, total cost \$108.00, cost to the County \$21.60.
- Mark Phillips, Children & Youth, Wilkes-Barre, August 29, 2013, Governmental and Non Profit Accounting and Auditing Update, total cost \$108.00, cost to the County \$21.60.
- Michelle Graziano, Mark Phillips, Children & Youth, State College, October 1-4, 2013, Pennsylvania Children and Youth Administrators Quarterly Meeting, total cost \$1,086.00, total cost to the County \$217.20.
- Paul Johnson, Art Donato, Bruce Butler and Rachel Carrico, EMA/911, Jessup, September 7, 2013, G-191 ICS/EOC Interface Workshop, total cost \$20.00, cost to the County \$20.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign the Cooperation Agreement for Management Responsibilities of Community Development Block Grants Disaster Recovery Program by and between Susquehanna County Board of Commissioners and the Susquehanna County Housing/Redevelopment Authority.

Second by Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-14, a Resolution to Advertise the Sale of four (4) Vehicles and a Utility Trailer.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-15, a Resolution Authorizing the Filing of an Application for Community Development Block Grant Disaster Recovery Program Funds.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-16, a Resolution on Fair Housing.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-17, a Resolution Authorizing the Filing of an Application for FFY 2013 Pennsylvania Community Development Block Grant Entitlement Program Funds.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-18, a Resolution Prohibiting the Use of Excessive Force Against Non-Violent Civil Rights Demonstrators.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-19, a Resolution of the County of Susquehanna to enter into a Cooperation Agreement with the Susquehanna County Housing/Redevelopment Authority for Administration of the Community Development Block Grant Disaster Recovery Program.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-20, a Resolution to adopt the Section 3 Plan to Comply with 24 CFR, Part 135 of the United States Department of Housing and Urban Development Section 3.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-21, a Resolution Regarding the Residential Anti-Displacement and Relocation Assistance Plan.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-22, a Resolution the Minority Business Enterprise Plan and Statement of Goals resolving that bid opportunities for Community Development Block Grant Projects will be available to socially and economically disadvantaged persons to obtain social and economic justice.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Alicia Sturdevant, Nicholson, by Susan Eddleston, Prothonotary/Clerk of Courts, to the open, full-time 2nd Deputy Prothonotary position, Range 10, Rate \$9.80 per hour, 40 hours per week with a six month probation period and benefits per the Court Related Bargaining Unit, effective August 29, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign a contract with Jones Kohanski Certified Public Accountants, Moosic, PA, as independent auditors to audit the Public Safety Emergency Telephone Act Special Purpose Statements for the period of January 1, 2010 to December 31, 2012. Fees for this service will be at the standard hourly rate and will not exceed \$1,650.00 for each year or \$4,950.00, plus out-of-pocket expenses.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign a contract with Jones Kohanski Certified Public Accountants, Moosic, PA, as independent auditors to audit the Financial Statements of the Commissary Fund of the Susquehanna County Correctional Facility for the years ending December 31, 2012, 2013, 2014 and 2015 and for the years then ended. Fees for this service will not exceed \$3,000.00, \$3,100.00, \$3,200.00 and \$3,300 for the years ending December 31, 2012, 2013, 2014 and 2015 respectively.
Motion by Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign the Maintenance and Service Agreement ID# 13-0901A with KOVA Corp for 911 Audiolog equipment, cost \$7,430.36.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried as amended to include the cost of the Agreement.

Motion by Commissioner Giangrieco to advertise for bids an Oil and Gas lease, with no surface activity, covering 12.24 acres, more or less, (tax parcel #143-1-23.03) in Bridgewater Township, Susquehanna County, PA.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a 2014 Ford Police Interceptor Sedan from New Holland Auto, New Holland, for the Sheriff's Department for \$29,659.70 plus cost of lettering, Co-Stars pricing and funded with ACT 13 monies.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the purchase of an unmarked 2014 Ford Police Interceptor Sedan from New Holland Auto, New Holland, for the Sheriff's Department for \$29,519.70, Co-Stars pricing and funded with ACT 13 monies.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a 2013 Chevrolet Traverse from Fairway Motors, Hazelton, for Children & Youth for \$29,351.16 Co-Stars price, a 2008 Ford Escape will be used as a trade, funding will be majority from State Grants and the rest from the County.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the purchase of a 2014 Chevrolet Silverado 3500 HD Work Truck from Fairway Motors, Hazelton, for the Maintenance Department for \$36,167.20 Co-Stars price, funding by either Liquid Fuels or ACT 13.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a 2013 Chevrolet Equinox from Fairway Motors, Hazelton, for Children & Youth for \$24,023.00 Co-Stars price, a 2005 Ford Freestar will be used as a trade, funding will be from State and Federal Grants and a small portion from the County.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-19
09-11-13

Commissioner Hall called the meeting to order at 9:04 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to amend then approve the minutes of the August 28, 2013 Commissioners' meeting, the amendments being

- the minutes state the authorization of the purchase of a 2014 Ford Police Interceptor for the cost of \$29,659.70 plus cost of lettering. The final corrected price being \$30,209.70.
- the minutes state the authorization of the purchase of an unmarked 2014 Ford Police Interceptor Sedan for \$29,519.70. The final corrected price being \$29,862.70.
- the minutes state that Alicia Sturdevant, Nicholson, by Susan Eddleston, Prothonotary/Clerk of Courts, to the open , full-time 2nd Deputy Prothonotary position. When it should have read: the hiring of Alicia Sturdevant, Nicholson, by Susan Eddleston, Prothonotary/Clerk of Courts, to the open full-time 2nd Deputy Clerk of Courts Position. Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Kevin Brewster – Maintenance – 15 Years

Patrick Castiglione – Maintenance – 15 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 9/5/13 for \$171,859.45 for General Expenses
- ratify the Gross Wages Report dated 9/9/13 for \$164,003.77 for Net Payroll Expenses
- ratify the EFTPS payment dated 9/9/13 for \$14,898.74 for Employee Retirement Contributions
- approve the EFTPS payment dated for 9/11/13 \$7,466.57 for State Withholding taxes
- approve the EFTPS payment dated for 9/12/13 \$63,503.19 for Federal Payroll taxes
- ratify the Cash Disbursement Journal dated 8/28/2013 for \$464,868.17 for General Expenses
- approve the Cash Disbursement Journal dated 9/10/13 for \$60,382.27 for CYS Expenses

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

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

- Linda Albert, RN and Elsie Ingham, LPN Harrisburg, September 19, 2013, HIV, STD and PREA in Correctional Care, cost \$76.00, cost to the County \$76.00.
- Tom Button, Mary Noldy, Joan Burman and Alexander Novack, Assessments Department, State College, November 7 & 8, 2013, Assessors' Association of Pennsylvania Fall Conference, cost \$2,528.32, cost to the County \$2,528.32.
- Lisa Vail, Juvenile Probation, Scranton, October 15, 2013, Anger and Oppositional Defiant Disorder, cost \$167.00, cost to the County \$167.00.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Robert Thatcher Jr, Hallstead, to the open non-union position of EMA/Operations and Training Officer, \$28,000 per year, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, per the recommendation of Robert Stoud, Department of Public Safety, effective date to be determined.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to hire Joseph Naylor, Yardley, to the open position of GIS Specialist \$32000 per year and an increase to \$34000 per year upon completion of a successful six month review, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, per the recommendation of Robert Stoud, Director of Public Safety, effective date to be determined.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to hire Shalane Jarnagin, Kingsley to the open position of Deputy Chief Clerk \$28,000 per year and an increase to \$33,000 per year upon completion of a successful six month review, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, effective date to be determined, per the recommendation of Chief Clerk Constance Hitchcock.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire James Montonya, Montrose, to the open, full-time Dispatcher Trainee position \$9.25 per hour, minimum 40 hours per week with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

Motion by Commissioner Warren to hire Thomas Matthew, Harrisburg, to the open position of Director of Veterans' Affairs \$31,000 per year and an increase to \$34,500 per year upon completion of a successful six month review, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, effective date to be determined.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following:

A. New Milford Twp, Parcel No. 130.00-1,045.00,001., name of Jennifer Janine & Cyerah Victoria Jones, consisting of trailer on Jones land, assessed at \$3.00. Trailer removed from rolls by Assessment as unlivable. Total taxes to be exonerated are \$140.19.

B. Harmony Twp, Parcel 037.00-1,033.00,001., name of J & C Trucking Inc c/o Cindy Allen, consisting of mineral rights on parcel 037.00-1,033.00,000., assessed at \$1500.00. Assessment deleted leasehold mineral rights 8/27/13. Total taxes to be exonerated \$340.15.

C. Harford Twp, Parcel No. 204.00-1,006.00,001., name of Matthew Miller c/o Tax Claim, consisting of trailer in Tripps Trl Pk, assessed as exempt as held in Repository. Trailer removed from rolls by Assessment as gone. Remove trailer from Tax Claim Bureau Repository list.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to open for review the sealed bids for four (4) County Vehicles and a Utility trailer which were due in the Chief Clerk's office by September 10, 2013 at 4:00pm.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried.

- Big Tex Trailer
 - o \$602.50 – G. Starzec
 - o \$250.00 – J. Auckland
 - o \$151.00 - J. Harpel
 - o \$111.00 – A. Sivers

Motion by Commissioner Giangrieco to table the award for the trailer as there may be a conflict of interest.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

- 1998 Jeep Cherokee
 - o \$400.00 – Cosmello's Auto Sales
 - o \$301.00 – J. Harpel
 - o \$202.00 – A. Sivers

Motion by Commissioner Giangrieco to award the 1998 Jeep Cherokee to Cosmello's Auto Sale for \$400.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

- 2007 Ford F250
 - o \$2,000.00 – Cosmello's Auto Sales
 - o \$1,800.00 – J. Aukland
 - o \$1,211.11 – A. Sivers
 - o \$503.00 – J. Harpel

Motion by Commissioner Giangrieco to award the 2007 Ford F250 to Cosmello's Auto Sale for \$2,000.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

- 2004 Chevrolet Express Van
 - o \$1,500.00 – Cosmello's Auto Sales
 - o \$1,001.00 – A. Sivers

Motion by Commissioner Giangrieco to award the 2004 Chevrolet Express Van to Cosmello's Auto Sale for \$1,500.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

- 2007 Chevrolet Impala
 - o \$2,000.00 – J. Decker
 - o \$1,500.00 – Cosmello's Auto Sales
 - o \$777.00 – A. Sivers
 - o \$503.00 – J. Harpel

Motion by Commissioner Giangrieco to award the 2007 Chevrolet Impala to J. Decker for \$2,000.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

Motion by Commissioner Giangrieco to withdraw the tabled motion regarding the trailer and award the trailer bid to J. Auckland for \$250.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Election Board meeting.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:30 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-20
09-25-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to correct then approve the minutes of the September 11, 2013 Commissioners' meeting.

- the minutes state to hire Thomas Matthew, Harrisburg, to the open position of Director of Veteran's Affairs, corrected to Matthew Thomas, Harrisburg, to the open position of Director of Veteran's Affairs.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated for 9/12/13 \$202,917.91 for General Expenses

-approve the Gross Wages Report dated for 9/25/13 \$159,057.96 for Net Payroll Expenses

-ratify the Cash Disbursement Journal dated for 9/19/13 \$87,214.81 for General Expenses

-ratify the Cash Disbursement Journal dated 9/18/13 for \$85,683.61 for CYS Expenses

-ratify the Cash Disbursement Journal dated 9/20/13 for \$2,400.00 for CYS Expenses

-ratify the Cash Disbursement Journal dated 9/18/13 for \$1,653.76 for Jury Expenses

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

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

- Sue Blaisure, Domestic Relations, Wilkes Barre, October 21 – October 25, 2013 November 6 thru November 8, 2013 and November 20, 2013, New Hire Training, cost \$1089.00, cost to the County \$0.

-Denise Sellers, Domestic Relations, Wilkes Barre, January 14, 2014, PACSETI class on Basic Analysis of Tax Returns 201, cost \$45.00, cost to the County \$0.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the quote from One Point, Scranton, for furniture and installation of two work stations in the Voter Registration office, for \$9,768.03. Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to adopt Resolution 2013-23, a Resolution authorizing exemptions, deductions, abatements and credits for real property, net profits, mercantile and business privilege taxes within a specific geographic area in Susquehanna County, designated as a proposed Keystone Opportunity Expansion Zone ("KOEZ"), in order to foster economic opportunities, stimulate industrial, commercial, and residential improvements and prevent physical and infrastructure deterioration within areas of Susquehanna County, Commonwealth of Pennsylvania, upon certain terms and conditions. Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Financial Support Agreement between Susquehanna County and Adam Diaz and/or Adam and Julie Diaz and/or Diaz Family Limited Partnership, for designation of property as a proposed Keystone Opportunity Expansion Zone (KOEZ), payment in lieu of taxes will be made each year per the terms of the KOEZ Resolution.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Richard VanGorder, Maintenance, per the recommendation of Dennis Landis, Head of Maintenance, effective end of business day, September 27, 2013.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the termination of Christine M. Jones, per the recommendation of District Judge Jeffrey Hollister, effective September 23, 2013.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Jodi Anderson, Recycling, per the recommendation of Jennifer Hibbard, Recycling Coordinator, effective end of business day, September 26, 2013.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Lewis Towner, New Milford, to the open, full-time position of Maintenance/Electrician, Range 11, Rate \$10.35 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit contract, per the recommendation of Dennis Landis, Department Head of Maintenance, effective date to be determined.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to open for review the sealed bids for an Oil and Gas lease, with no surface activity, covering 12.24 acres, more or less, (tax parcel #143-1-23.03) in Bridgewater Township, Susquehanna County, PA which were due in the Chief Clerk's office by September 24, 2013 at 4:00pm.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Bid received from Cabot Oil & Gas will be reviewed.

Motion by Commissioner Warren to appoint Peter Janicelli, Susquehanna, to the Susquehanna County Planning Commission, to serve until December 31, 2017.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:14 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-21
10-09-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the September 25, 2013 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Donna Evans – Sheriff – 25 Years

Marlene Estelle – Juvenile Probation – 25 Years

Amy Marie Curley – Courts – 15 Years

Jessica Prusinowski – Jail – 5 Years

Motion by Commissioner Warren to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 9/25/13 for \$310,111.01 for General Expenses

-ratify the EFTPS payment dated 9/25/13 for \$14,327.66 for Employee Retirement Contributions

-ratify the EFTPS payment dated 9/25/13 for \$7,052.28 for State Withholding taxes

-ratify the EFTPS payment dated 9/25/13 for \$58,872.44 for Federal Payroll taxes

-ratify the Cash Disbursement Journal dated 10/2/13 for \$65,134.04 for General Expenses

-ratify the Cash Disbursement Journal dated 10/3/13 for \$58,995.18 for CYS Expenses

-approve the Gross Wages Report dated for 10/9/13 \$152,804.31 for Net Payroll Expenses

-approve the EFTPS payment dated 10/9/13 for \$14,390.29 for Employee Retirement Contributions

-approve the EFTPS payment dated 10/9/13 for \$6,945.37 for State Withholding taxes

-approve the EFTPS payment dated 10/9/13 for \$57,766.51 for Federal Payroll taxes

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Bruce Butler, 911, Stroudsburg, October 7, 2013, NECORE Regional Assessment, cost \$87.00, cost to County \$87.00.

- Paul Johnson, EMA, Brodheads ville, October 15, 2013, Workplace Violence Seminar, cost \$60.00, cost to County \$60.00.

- Paul Johnson & Robert Thatcher Jr., EMA, Harrisburg, November 1, 2013, Radiological Transportation Update & Information Training, cost \$130.00, cost to County \$130.00.

- John Lester, Juvenile Probation, Harrisburg, November 6, 7 & 8, 2013, The Pennsylvania Conference on Juvenile Justice, Annual Training & Awards Program, cost \$581.00, cost to County \$0.

- Lisa Vail, Juvenile Probation, Scranton, November 15, 2013, Criminal Minds, Criminal Behaviors, cost \$125.00, cost to County \$0.

- Joe Naylor, GIS, Clarion, October 17 & 18, 2013, Northwest Pennsylvania GIS Conference, cost \$261.00, cost to County \$261.00.

-Bruce Butler, 911, Little Falls, MN, L952 NIMS ICS All-Hazards Position Specific – PIO Course, cost \$1680, Cost to County \$0.

-John Karakash, SCCF, Troy, Hostage Negotiations, Scenario Training, cost \$0, Cost to County \$0.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Catherine Chiarella, Hallstead, by Judge Jeffrey Hollister, to the open, full time position of Assistant Office Manager, Range 12, Rate \$10.96 per hour, 32.5 hours per week with a six month probation

period and benefits per the Court Appointed Bargaining Unit, effective October 7, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to change the status of Garrett Schneider, 911 from full time to part time, per the recommendation of Art Donato, 911 Coordinator, effective October 5, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the Professional Services Agreement MCM Consulting Group, McMurray, to provide consulting services for the Regional Shared Services Needs Assessment for the period of October 6, 2013 through April 6, 2014, total cost \$17,500.00, cost to be reimbursed in full by PEMA.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign an agreement between Susquehanna County Services for Children & Youth and the Foster and Adoptive Community, Inc., for online training programs and shall remain in effect until terminated by either party. County will be billed monthly as needed for the cost of programs used.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign a Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Justice Works Youth Care, Pittsburgh, to provide Family Group Decision Making (FGDM) for families referred by Susquehanna County Services for Children & Youth and deemed appropriate by the agency for the period July 1, 2013 through June 30, 2013, contract not to exceed \$30,869.00 for Family Group Decision Making and \$37,125.00 for Nurturing Parenting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve a Memorandum of Understanding between Susquehanna County and the Board of Directors of Susquehanna County Conservation District for the period June 29, 2013 through December 31, 2015 regarding the 88 Chenango Street, Montrose property and responsibilities regarding the dams in Kingsley and Brooklyn.

Second Commissioner

- Motion was withdrawn by Commissioner Warren.

Motion by Commissioner Warren to table the Memorandum of Understanding between Susquehanna County and the Board of Directors of Susquehanna County Conservation District for the period June 29, 2013 through December 31, 2015 regarding the 88 Chenango Street, Montrose property and responsibilities regarding the dams in Kingsley and Brooklyn.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open the sealed bids for the Entrance Canopy Project which were due to the Commissioner's office by 2:00 PM September 25, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

- One bid was received from Raymond & Sons, Scranton, for \$243,000.00. Bid has been tabled for review.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-22
10-23-13

Commissioner Hall called the meeting to order at 9:04 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the October 9, 2013 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 10/9/13 for \$260,253.52 for General Expenses
 - ratify the Cash Disbursement Journal dated 10/11/13 for \$2,817.00 for General Expenses
 - ratify the Cash Disbursement Journal dated 10/16/13 for \$55,520.94 for General Expenses
 - ratify the Cash Disbursement Journal dated for 10/17/13 \$70,809.08 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 10/15/13 for \$41.96 for Jury Expenses
 - approve the Gross Wages Report dated for 10/23/13 \$165,379.24 for Net Payroll Expenses
 - approve the EFTPS payment dated for 10/23/13 \$14,968.53 for Employee Retirement Contributions
 - approve the EFTPS payment dated for 10/23/13 \$7,345.94 for State Withholding taxes
 - approve the EFTPS payment dated 10/24/13 for \$61,708.73 for Federal Payroll taxes
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Michelle Graziano, Charmarie Bisel, Joseph Parise & Diana Roszel, Children & Youth, Scranton, November 15, 2013, Criminal Minds, Criminal Behaviors, cost \$500, total cost to County \$100.00
 - Michelle Graziano, Charmarie Bisel, Diana Roszel, Deanna Wasko, Marysa Edwards-Ball, Children & Youth, Endicott NY, December 6, 2013, Bringing Out the Best in Children and Teens with ADHD, cost \$215, cost to County \$43.
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2013-06, proclaiming November, 2013 as Adoption Awareness Month in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-23, authorizing the Susquehanna County Commissioners to sign the PHARE Fund Provider Contract, to receive funding during the 2013-2014 contract year for various services and projects within the scope of the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE). Trehab Inc., Montrose has been designated as its service provider for all purposes related to the Pennsylvania Housing Affordability and Rehabilitation, total amount \$100,000.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the agreements between the Lackawanna-Susquehanna Counties Behavioral Health/Intellectual Disabilities and Early Intervention Programs and the entities listed below, term agreements are all dated for July 1, 2013 through June 30, 2014, with dollars allocated to Early Intervention in the amount of \$1,502,900, Behavioral Health \$6,684,900, Intellectual Disabilities \$3,696,600, total \$11,759,500 Federal, State, and Local monies, with the Local Match for 2012-2013 being \$112,300.

Allied Services	ARC of Northeastern Pennsylvania
Arc Human Services	Balance Pediatrics, Inc.
Balance Pediatrics, Inc.	Bayada Nurses, Inc.
Beckhorn, Marian Goldstein	Behavioral Health Research Institute Cardinal, Mary Care for People Plus
Caregivers America	
Catholic Social Services of Lackawanna County	
Community Intervention Center of Lackawanna County	
Deutsch Institute	EIHAB Human Services
Friendship House	Goodwill Industries of NE PA
Gryzbowski, Nikol Hall	Human Resources Center
Interim Home Healthcare	Just 4Kids
Keystone Community Resources Incorporated	
Keystone Independent Living	Lourdesmont
Mucha, Nancy	Murray, Tamara

NAMI Pennsylvania, Scranton Area Chapter
National Mentor d/b/a PA Mentor
NHS of Northeastern PA – Behavioral Health Services
NHS of Northeastern PA – Intellectual Disabilities Services
Pediatric and Adult Therapy Services, Inc.
PSA Healthcare
Salamon, Kathleen
Scranton Counseling Center – Behavioral Health Services
Scranton Counseling Center – Intellectual Disabilities Services
Shah, Lalit
Stages Family Services, LLC
Sunshine Therapeutic
Telespond Senior Services, Inc.
The Advocacy Alliance – HCQU Agreement
Therapy Unlimited LLC
Tidgewell Associates – Health Care Quality Unit
Tri-Valley Care, Inc.
United Neighborhood Centers
US Healthcare Services
Ward, Pam
Western Pennsylvania School for the Deaf
Women's Resource Center
Saint Joseph's Center
Schuster, Joseph
Spectrum Therapy
Step-By-Step
Supports Services for Infants and Toddlers
The Advocacy Alliance – BH-ID

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign a non-surface oil & gas lease agreement with Cabot Oil & Gas for the period of October 9, 2013 to October 8, 2018, for a property in Bridgewater Township, covering 12.24 acres, more or less, tax parcel #143-1-23.03, for \$42,840, with 18.75% royalties. Royalties are free and clear of all costs, claims, charges and expenses, including, but not limited to, the costs of gathering, transporting, separating, dehydrating, treating, compressing, marketing, enhancements or otherwise making the oil or gas ready for sale or use.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a 2014 Chevrolet Silverado 3500 HD Work Truck from Fairway Motors, Hazelton, for the Emergency Management Department for \$44,065.90 Co-Stars price, funding by ACT 13 and other Grant monies.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the purchase of a 2013 Caterpillar 262D Skid Steer Loader from Cleveland Brothers, Wilkes-Barre, for the Roads & Bridges Department for \$36,885, funding by Liquid Fuels monies.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to rescind a Memorandum of Understanding between Susquehanna County and the Board of Directors of Susquehanna County Conservation District signed on June 26, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign a Memorandum of Understanding between Susquehanna County and the Board of Directors of Susquehanna County Conservation District for the period June 29, 2013 through December 31, 2015 regarding the 88 Chenango Street, Montrose property and responsibilities regarding the dams in Kingsley and Brooklyn.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign the Transportation Service Agreement between the Susquehanna County Board of Commissioners and Trehab Inc., to provide transportation services for County residents by accepting funding from the Department of Transportation and the Pennsylvania Department of Public Services, the term of this agreement shall be from July 1, 2013 to June 30, 2014.
Second Commissioner Warren. 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 Catherine Benedict, Tax Claim Director:

A. Forest Lake Twp, Parcel No. 122.00-1,006.00,001., name of Christopher Hulbert c/o Tax Claim, consisting of trailer on Lamphere land, assessed as exempt as held in Repository. Trailer removed from rolls by Assessment as gone. Remove trailer from Tax Claim Bureau Repository list.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge, with regret, the resignation/retirement of Paula Mack, Chief Deputy Warden, by Lance Benedict, Sheriff, effective end of business day November 18, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation/retirement of Connie Organisciak, Head Real Estate Clerk, Assessments, per the recommendation of Thomas Button, Chief Assessor, effective end of business day October 25, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Stephen Frederick, EMA Training Officer, per the recommendation of Art Donato, 911 Coordinator, effective end of business day November 1, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Bruce Laubacker, Binghamton NY, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective October 24, 2013, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Amanda Ryan, Hallstead, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Kelly Conklin, Susquehanna, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

No bids were received to be opened for two (2) shower stalls at the Susquehanna County Correctional Facility, bids were due in the Chief Clerks Office by 4:00 PM, October 22, 2013.

Motion by Commissioner Giangrieco to advertise for bids for an Entrance Canopy Project which consists of the removal of an existing concrete entrance ramp and the construction of a new 1900 +/- square foot Entrance Canopy Addition and associated improvements to the rear of the existing Courthouse Building at 105 Maple Street, Montrose.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Election Board meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:48 am

ATTEST:

APPROVED:

Chief Clerk
CS-13-23
11-13-13

Susquehanna County Commissioners

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the October 23, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 10/30/13 for \$176,800.79 for General Expenses

-ratify the Cash Disbursement Journal dated 10/23/13 for \$247,906.03 for General Expenses

-ratify the Cash Disbursement Journal dated 11/7/13 for \$296,611.79 for General Expenses

-ratify the Cash Disbursement Journal dated 11/4/13 for \$463.18 for General Expenses

-ratify the Cash Disbursement Journal dated 11/6/13 for \$82,262.85 for CYS Expenses

-ratify the Gross Wages Report dated 11/6/13 for \$155,677.81 for Net Payroll Expenses

-ratify the EFTPS payment dated 11/47/13 for \$58,872.12 for Federal Payroll taxes

-ratify the EFTPS payment dated 11/6/13 for \$7,077.34 for State Withholding taxes

-ratify the EFTPS payment dated 11/6/13 for \$14,803.19 for Employee Retirement Contributions

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Wanda Travis – Tax Claim – 15 Years

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

-Rachael Carrico and Robert Thatcher, EMA, Breinigsville, November 13 and 14, 2013, PEMA Quarterly Training, cost \$52.00, cost to County \$52.00.

-Denise Sellers, Domestic Relations, Harrisburg, January 16, 17, April 10, 11, July 24, 25, October 16, 17, 2014, Domestic Relations Association of Pennsylvania Meeting, cost \$378.50, cost to County \$0.

-Mark Phillips, Children & Youth, Wilkes-Barre, November 21, 2013, Accounting and Auditing Standards Update 2013, cost \$108, cost to County \$21.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to approve the 2014 Holiday Schedule and include a copy in the minutes.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to adopt Proclamation 2013-07, proclaiming November 15, 2013 as America Recycles Day in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to adopt Resolution 2013-24, a Resolution authorizing the sale of a Harder Electric Spread Salt Spreader, Glidden 16hp Pressure Washer, Pramac 3100 Volt Generator and Troybuilt Cycle-Bar Mower and directing the Chief Clerk to post a notice regarding bids on the units in a prominent place in the Courthouse for a period of ten (10) days after which the items will be sold to the highest bidder or sold for current recycling value, whichever is greater. The units will be sold as a lot, not individually, and the projected value of the lot is under \$1000.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign First Amendment to Contract No. C000053820, the contract between the Pennsylvania Department of Community and Economic Development and the Susquehanna County Commissioners for the Municipal Assistance Program, termination date is amended to June 30, 2016, contract activity period amended to July 1, 2012 to June 30, 2016, budget amount amended from \$24,000 to \$34,000.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to sign the 2013 Grant Agreement between Pennsylvania Housing Finance Agency and Susquehanna County Commissioners for \$1,150,000 to be allocated as follows:

\$150,000 for Rental Assistance Program

\$700,000 for New Milford Creekside Apartments

\$300,000 for Neighborhood Stabilization Program

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to approve the transfer from the Marcellus Legacy Fund \$36,261.93 to Ag Easement.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to exonerate the following from the Repository Sale list as they are no longer on site per the recommendation of Catherine Benedict, Tax Claim Director:

- A. Choconut Township parcel 024.02-1,051.00,012., consisting of a trailer under the name of

Chadwick K Richmond, went through 2000 Upset Tax Sale and 2001 Judicial Sale with no bids.

- B. Harmony Township parcel 076.00-01-023.00-T002, consisting of a trailer under the name of

Linda J Butts, went through 1994 Upset Tax Sale and 1997 Judicial Sale with no bids.

- C. New Milford Borough parcel 109.09-1,025.00,002., consisting of a trailer under the name of

Ron Phelps, went through 2005 Upset Tax Sale and 2006 Judicial Sale with no bids.

- D. New Milford Township parcel 108.00-2,012.00,001., consisting of a trailer under the name of Lloyd Donald Welch, went through 1997 Upset Tax Sale and 1998 Judicial Sale with no bids.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to exonerate the 1981, 1982 and 1983 taxes in the name of Benson Bros, assessed on Imp. on leased land of Steel oil tank & shed. These taxes went through the 1983 Upset Tax sale with no bid and notation on the Bureau's Sale List as being sold to S. County. 1983 taxes being returned to the Bureau as "Formerly: Benson Bros. Now: Susquehanna County c/o TCB by 1983 tax Sale". There is no record of the property being processed through a Judicial Sale for discharge of the taxes.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to accept with regret the resignation of Nicole Welmon, Children & Youth, per the recommendation of Michelle Graziano, Director of Children & Youth, effective end of business day November 14, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to accept the resignation of Alicia Sturdevant, 2nd Deputy Clerk of Courts, per the recommendation of Susan Eddleston, Prothonotary/Clerk of Courts, effective end of business day October 25, 2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to hire David Freendall, Montrose to the open, full time, Custodian position, \$7.41 per hour, 40 hours per week, with six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the recommendation of Dennis Landis, Department Head of Maintenance.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to sign a maintenance agreement with Thomson & Johnson Equipment Co., Inc for two (2) Toyota Forklifts, \$235.00 per unit every 3 months, term of agreement January 1, 2014 to December 31, 2014, for the Susquehanna County Recycling Center.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to sign the Advance Corridor Funding Option with the Pennsylvania Counties Health Insurance Cooperative to establish a separate fund thru Benecon with PCHIP in order to prefund a reserve amount to cover the claims corridor for plan year beginning January 1, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Motion by Commissioner Warren to approve the Room Tax Grants for 2013 grant cycle.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

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

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-24
11-27-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the November 13, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 11/13/13 for \$34,340.73 for General Expenses

-ratify the Cash Disbursement Journal dated 11/14/13 for \$28,073.00 for Election Expenses

-ratify the Cash Disbursement Journal dated 11/15/13 for \$893.76 for Jury Expenses

-ratify the Cash Disbursement Journal dated 11/20/13 for \$216,136.56 for General Expenses

-ratify the Cash Disbursement Journal dated 11/21/13 for \$70,842.58 for CYS Expenses

-ratify the Gross Wages Report dated 11/20/13 for \$166,418.79 for Net Payroll Expenses

-ratify the EFTPS payment dated 11/21/13 for \$61,940.88 for Federal Payroll taxes

-ratify the EFTPS payment dated 11/20/13 for \$7,380.34 for State Withholding taxes

-ratify the EFTPS payment dated 11/20/13 for \$14,842.96 for Employee Retirement Contributions

-approve the Cash Disbursement Journal dated 11/27/13 for \$175,045.56 for General Expenses

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Linda LaBarbara, Public Defender, December 12, 2013, Montrose, 2013 Criminal Law Update, cost \$249.00, cost to County \$249.00.

- Mark Phillips, Children & Youth, December 5, 2013, Wilkes-Barre, Federal Tax Update, cost \$108.00, cost to County \$21.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-25, a resolution authorizing the sale of a 2006 Ford Explorer.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt the proposed County Human Services Plan for the fiscal year 2013-2014.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Adelphoi Village Inc., Williamsport, effective dates July 1, 2013 through June 30, 2014 inclusive for Foster Care, Certificate of Compliance #329170, Independent Living Skills In-Home Services, per diem \$60.72 per hour.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to set the millage for the year 2014 for Susquehanna County as follows: 10.5 mills for General Real Estate for the General Fund and .33 mills for the Library fund – with the change in wording to be - There will be an equivalent 2 mil reduction, which will be a credit, from the ACT 13 Impact Fee from the General Fund for the 2014 tax year. The total millage for Real Estate is 10.83
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Elizabeth Farringer, Montrose to the open full time Clerk Typist II position \$7.83 per hour, 6 month probation period and benefits per the Residual Bargaining Unit Contract, effective date December 2, 2013, per the recommendation of Michelle Graziano, Director Children & Youth.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Joann Henry, Hallstead, to the open full time position of Recycling Secretary position \$9.80 per hour, 6 month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the recommendation of Jennifer Hibbard, Recycling/Solid Waste Coordinator.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Robert Thorne, 911, effective end of shift November 30, 2013 per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of James Montonya, 911, effective end of shift November 18, 2013, per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to rescind the resignation of Nicole Welmon, Children & Youth, effective November 14, 2013, per the recommendation of Michelle Graziano, Director Children & Youth.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open the sealed bids for the following used equipment: a Harder Electri-Spread Salt Spreader, Glidden 16hp Pressure Washer, Pramac 3100 Volt Generator and Troybuilt Cycle-Bar Mower.
Second Commissioner Warren.

Salt Spreader – J. Aukland Lawn Maintenance - \$100.00
Cycle-Bar Mower – J. Aukland Lawn Maintenance - \$100.00
Generator – J. Aukland Lawn Maintenance - \$50.00
Pressure Washer – J. Aukland Lawn Maintenance - \$75.00

Motion by Commissioner Giangrieco to award the bids for a Harder Electri-Spread Salt Spreader, Glidden 16hp Pressure Washer, Pramac 3100 Volt Generator and Troybuilt Cycle-Bar Mower which were due in the Chief Clerks office on November 26, 2013 to J. Aukland Lawn Maintenance.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the quote from Stone Office Inc., Scranton, for furniture and installation for the remodeling of the Treasurers and Tax Claim offices, for \$33,518.55.
Second Commissioners Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Salary Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:11 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-25
12-11-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the November 27, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/3/13 for \$105,190.45 for General Expenses
 - ratify the Gross Wages Report dated 12/4/13 for \$157,370.66 for Net Payroll Expenses
 - ratify the EFTPS payment dated 12/4/13 for \$59,341.57 for Federal Payroll taxes
 - ratify the EFTPS payment dated 12/4/13 for \$7,118.27 for State Withholding taxes
 - ratify the EFTPS payment dated 12/4/13 for \$14,394.81 for Employee Retirement Contributions
 - ratify the Gross Wages Report dated 12/4/13 for \$2,648.02 for Net Payroll Expenses
 - ratify the EFTPS payment dated 12/4/13 for \$1,060.64 for Federal Payroll taxes
 - ratify the EFTPS payment dated 12/4/13 for \$110.00 for State Withholding taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Debra Strong – District Attorney – 35 Years
- Sharon Whitney – Historical Records – 15 Years
- Diana Roszel – Children & Youth – 10 Years

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

- Mark Phillips, Children & Youth, December 12, 2013, Wilkes-Barre, Compilation and Review Engagements, cost \$108.00, cost to County \$21.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2013-26, a resolution authorizing the sale of a 2007 Chevrolet Impala (unmarked) and a 2008 Chevrolet Impala Police Sedan (unmarked) by sealed bid.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign a Consulting Agreement for a Hazardous Materials Commodity Flow Study between Susquehanna County Emergency Management Agency and JH Consulting, LLC, Buckhannon, WV, for the term December 11, 2013 to May 30, 2014, total cost \$7,000.00 paid for with grants.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign the 2014 Annual Maintenance Contract between Susquehanna County and Reeds Generator Service, Jackson, term January 1, 2014 to December 31, 2014, cost to County \$1525.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation of Nancy Tator from the union position of 911 Dispatcher and hire her to the open non-union position of Training and Quality Assurance Supervisor, \$37,000 per year, benefits per the County Personnel Manual, effective date to be determined, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Wilma Schuler, Montrose, to the open full time position of Head Real Estate Clerk, Range 11, Rate \$10.35, 37.5 hours per week with a six month probation period and benefits per the Residual Bargaining Unit, effective 12/9/13, per the recommendation of Tom Button, Chief Assessor.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Motion by Commissioner Warren to hire Arleta Kipar, Montrose, to the open full time position of 2nd Deputy Clerk of Courts, Range 10, Rate \$9.80, 40 hours per week with a six month probation period and benefits per the Court Related Bargaining Unit, effective 12/9/13, per the recommendation of Susan Eddleston, Prothonotary/Clerk of Courts.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to amend the previous motion to read "to acknowledge the hiring of Arleta Kipar."
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open for review the sealed bids for a 2006 Ford Explorer, bids were due in the Chief Clerks office by 4 pm December 10, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Bids Received:

1. Benjamin Ely - \$2610.00
2. Alan Sivers - \$1555.55
3. Cosmello's Auto Sales - \$401.00

Motion by Commissioner Giangrieco to award the bid for the 2006 Ford Explorer to Benjamin Ely for \$2610.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Commissioner MaryAnn Warren to the Susquehanna County Conservation District Board of Directors as Commissioner Director – term January 1, 2014 through December 31, 2014.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Brian Severcool, Springville, to the Susquehanna County Conservation District Board as a Farmer Director for the term January 1, 2014 through December 31, 2017.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Curtis Hepler, Hallstead, to the Susquehanna County Conservation District Board as a Public Director for the term January 1, 2014 through December 31, 2017.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to reappoint Paul Lukas, Forest City, to the Susquehanna County Housing/Redevelopment Authority for the term of January 1, 2014 through December 31, 2018.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Elaine Andusko, Hallstead, to the Susquehanna County Housing/Redevelopment Authority for the unexpired term November 23, 2013 through December 31, 2015.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Salary Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:11 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-13-26
12-26-13

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

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the December 11, 2013 Commissioners' meeting.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/11/13 for \$492,761.99 for General Expenses
- ratify the Cash Disbursement Journal dated 12/18/13 for \$73,132.33 for General Expenses
- ratify the Cash Disbursement Journal dated 12/19/13 for \$46,751.16 for CYS Expenses
- ratify the Cash Disbursement Journal dated 12/10/13 for \$91,237.14 for CYS Expenses
- ratify the Gross Wages Report dated 12/18/13 for \$168,083.76 for Net Payroll Expenses
- ratify the EFTPS payment dated 12/19/13 for \$62,602.13 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/18/13 for \$7,454.70 for State Withholding taxes
- ratify the EFTPS payment dated 12/18/13 for \$15,061.13 for Employee Retirement Contributions
- ratify the Gross Wages Report dated 12/18/13 for \$207.52 for Net Payroll Expenses
- ratify the EFTPS payment dated 12/18/13 for \$31.76 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/18/13 for \$38.13 for State Withholding taxes

Second Commissioner Warren. Ayes: Unanimous, Motion Carried

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

- John M. Lester, Juvenile Probation, April 8 & 9, 2014, Gettysburg, 2014 Juvenile Justice Conference, cost \$252.00, cost to County \$0.
- Michelle Graziano & Mark Phillips, Children & Youth, January 14 -17, 2014, Pennsylvania Children & Youth Administrators Quarterly Meeting, cost 1,026.00, cost to County \$205.20.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

Motion by Commissioner Giangrieco to adopt the proposed 2014 County Budget. The total millage is 10.83, total budgeted amount \$25,184,564.54.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Motion by Commissioner Warren to authorize the Commissioners to sign an Agreement to Provide Professional Services with Maximus Consulting Services Inc., Harrisburg, The agreement if for a cost allocation plan for the years 2013, 2014, and 2015 and the amount to be paid to Maximus is \$4,900.00 per year.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Memorandum of Understanding between Susquehanna County and Penn State Extension District 4 to fund the Counties share of the District costs as determined annually by Extension and the Commissioners of Bradford, Sullivan, Susquehanna and Tioga Counties and the District Director of Extension District 4. These funds will be used to operate Extension District 4 on an annual basis. Term will be for 2014 and 2015, 2014 allocation is \$107,004.00.

Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Motion by Commissioner Warren to open for review the sealed bids for the Entrance Canopy Project which were due in the Chief Clerk's office by 4:00 pm on Tuesday December 24, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

1. Rock Boulder, Inc. \$179,300.00
2. Grimm Construction, Inc. \$215,813.00
3. Mar-Paul Construction, Inc. \$219,000.00
4. Marchuska Brothers Construction \$231,900.00
5. T. Brennan \$232,300.00
6. Raymond & Sons, Inc. \$233,700.00
7. D&M Construction Unlimited, Inc. \$279,798.00

Bids will be reviewed and will be awarded at the next Commissioners Meeting.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2013

Motion by Commissioner Warren to open for review the sealed bids for an unmarked 2007 Chevrolet Impala and a 2008 Marked Chevrolet Impala Police Sedan, bids were due in the Chief Clerks office by 4:00 pm on Tuesday December 24, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

- 2007 Unmarked Chevrolet Impala
- 1. Bonnie Ely-Gulbin \$3,260.00
- 2. Alan Sivers \$2,511.00
- 3. Cosmello's Auto Sales \$2,001.00
- 4. Jim Garner \$1,552.25
- 5. Lanesboro Borough \$501.01

Motion by Commissioner Giangrieco to award the 2007 Unmarked Chevrolet Impala to Bonnie Ely-Gulbin for \$3,260.00.
Second Commissioner Warren. Ayes: Unanimous, Motion Carried

- 2008 Marked Chevrolet Impala
- 1. Lanesboro Borough \$2,672.00
- 2. Gerry Peck \$2,610.00
- 3. Cosmello's Auto Sales \$2,500.00
- 4. Alan Sivers \$ 1,251.00

Motion by Commissioner Giangrieco to award the 2008 Marked Chevrolet Impala to Lanesboro Borough for \$2,672.00.
Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign a Reciprocal Licensing Agreement between Susquehanna County and the Commonwealth of Pennsylvania, Pennsylvania State Police for the use of Commonwealth tower(s), for the term December 26, 2013 to December 25, 2033.
Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Motion by Commissioner Warren to appoint Richard Ainey, New Milford, to the Susquehanna County Historical Society & Library Board of Directors for the term December 26, 2013 to December 25, 2014.
Second Commissioner Giangrieco. Ayes: Unanimous, Motion Carried

Motion by Commissioner Giangrieco to acknowledge the appointment of Jon Record to the open non-union position of Chief Deputy Sheriff, 40 hours per week, \$15.00 per hour to start, \$16 per hour after a 6 month probationary period, benefits per the Susquehanna County Personnel Manual, effective date January 1, 2014, per the recommendation of Lance Benedict, Sheriff.
Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.
Second Commissioner Warren. Ayes: Unanimous, Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:14 am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners