

CS-20-01  
01/06/2020

Chief Clerk Robert Hyde called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Motion by Commissioner Hall to appoint Commissioner Elizabeth M. Arnold as Chairman.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Herschel to appoint Commissioner Alan M. Hall as Vice-Chairman.  
Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to reappoint Robert Hyde as Chief Clerk.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint Linda LaBarbara as Public Defender.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

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

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

Motion by Commissioner Hall to schedule the Inspectors of the Jail to meet the first Tuesday of every month beginning at 8:30 AM in the Commissioners Meeting Room in the Courthouse. If the date of the regularly scheduled meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Motion by Commissioner Hall to name Commissioner appointments to the following Committees as noted.

County Commissioners Board	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
County Election Board	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Retirement Board + Chief Clerk + Treasurer	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Salary Board + Treasurer + Elected Official	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Board of Assessment Revision	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Jail Inspectors + Sheriff + District Attorney+Judge	3	E. Arnold	A. Hall	J. Herschel

Area On Aging	1			J. Herschel
Economic Development	3	E. Arnold	A. Hall	J. Herschel
Conservation District	1	E. Arnold		
Endless Mountains Visitor Bureau/Susq. Cty. Visitor	1	E. Arnold		
Hazmat - L.E.P.C.	3	E. Arnold	A. Hall	J. Herschel
Housing & Redevelopment Authority	1			J. Herschel
Penn State Extension	1	E. Arnold		
Lackawanna/Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program	1			J. Herschel

Northeast Behavioral Health Care Consortium	1	E. Arnold		
Northern Tier Reg. Planning & Development	2+1	E. Arnold	A. Hall	J. Herschel
Recycling & Solid Waste	1+1		A. Hall	J. Herschel
SWAC	1		A. Hall	
Tick Borne Disease Taskforce	1	E. Arnold		
Trehab	1	E. Arnold		

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

Commissioner Hall declared the Commissioners' Organizational Meeting adjourned at 9:04 AM.

ATTEST:

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Robert Hyde, Chief Clerk

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Susquehanna County Commissioners

CS-20-02  
01/08/2020

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

- Public Comments & Public comments on the agenda items:  
-Question regarding why tax payers money was used to pay District Attorney O'Malley's legal bills.

Employees Years of Service Recognition: 5 Year Incremental Anniversaries

- Donald Bennett Sheriff 25 Years
- Reta Wallikas Adult Probation 20 Years
- Gregory Rosar Jail 5 Years

Motion by Commissioner Hall to close public comment.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the December 18, 2019 Commissioners' Meeting.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the January 6, 2020 Organizational Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 12/18/2019 for \$443,586.65 for General Expenses
- Cash Disbursement Journal dated 12/19/2019 for \$6,084.03 for PLIGIT Expenses
- Cash Disbursement Journal dated 12/24/2019 for \$222,470.48 for Net Wages
- EFTPS payment dated 12/24/2019 for \$73,416.19 for Federal Payroll Taxes
- Electronic payment dated 12/24/2019 for \$9509.85 for State Withholding Taxes
- Electronic payment dated 12/24/2019 for \$20,071.21 for Employee Retirement
- Electronic payment dated 12/24/2019 for \$1236.80 for PA SCDU
- Cash Disbursement Journal dated 12/30/2019 for \$22,149.24 for PLIGIT Expenses
- Cash Disbursement Journal dated 12/31/2019 for \$704,66.96 for General Expenses
- Cash Disbursement Journal dated 1/3/2020 for \$221,336.57 for Net Wages

- EFTPS payment dated 1/3/2020 for \$76,518.32 for Federal Payroll Taxes
- Electronic payment dated 1/3/2020 for \$1236.80 for PA SCU
- Electronic payment dated 1/3/2020 for \$20,537.59 for Employee Retirement
- Electronic payment dated 1/3/2020 for \$9,690.85 for State Withholding Taxes
- Cash Disbursement Journal dated 1/3/2020 for \$72,923.02 for Children & Youth
- Cash Disbursement Journal dated 1/6/2020 for \$22,421.41 for PLIGIT Expenses

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to advertise for public bid the following vehicles: 2013 Chevrolet Traverse (VIN #1GNKVGKD1DJ142805) and 2013 Chevrolet Equinox (2GNFLCEK8D6327196), in the newspaper and on municibid.com.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Anthony McManus from the position of Full-Time Corrections Officer, effective January 2, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Hall to ratify and approve the transfer of Matthew Torres from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.51 per hour, effective January 2, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the

County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Hall to sign the Maintenance and Service Agreement between the Pennsylvania District Attorneys' Institute and Susquehanna County for the period of January 1, 2020, through December 31, 2020, for the Savin Software used in the District Attorney's Office and the Susquehanna county Correctional Facility. Susquehanna County is responsible for 0% of the maintenance fee.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Herschel to eliminate, with regret, the services of Michael J. Giangrieco as County Solicitor, effective January 8, 2020, health benefits will extend until January 31, 2020.

Second Commissioner Arnold. Ayes: Herschel and Arnold, Hall voted no. Motion Carried

Motion by Commissioner Herschel to approve the hiring of Francis X. O'Connor as County Solicitor, effective January 8, 2020, at a salary of \$37,500 per year, varied hours, with six-month probationary period, benefits according to the Government Mandated Requirements and County Policy Manual.

Second Commissioner Arnold. Ayes: Herschel and Arnold, Hall voted no. Motion Carried

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

- Elizabeth Arnold and Judy Herschel, Commissioners, Excellence in County Government, Harrisburg, 2020, Total Cost \$1700.00, Cost to County \$1700.00.
- Scott Aylesworth and Ralph Schwartz, EMA, Quarterly NEPRCTTF meetings, various locations, 3/18/2020, 6/17/2020, 9/16/2020, 12/16/2020, Total Cost \$0, Cost to County \$0.
- Scott Aylesworth and Ralph Schwartz, EMA, PEMA 2020 IST Sessions, Times and dates TBD, Total Cost \$0, Cost to County \$0.
- Delliecia Roget, SCCF, DOC Basic Training, Harrisburg, PA, 1/20/2020-2/21/2020, Total Cost \$1150.00, Cost to County \$1150.00.
- David Lindquist, 911, Emergency Medical Dispatch Course, Endwell, NY. 1/6/2020-1/8/2020, Total Cost \$425.00, Cost to County \$425.00.
- Ashley Corbin, SCCF, DOC Basic Training, Harrisburg, PA, 1/20/2020-2/21/2020, Total Cost \$1150.00, Cost to County \$1150.00.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Donald MacRae Jr. from the position of County Detective/SRO, effective December 31, 2019, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to join the National Association of Counties (NACO), at a membership cost of \$867.00, effective January 1, 2020 to December 31, 2020.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Bill Kelley Sr. from the Susquehanna County Economic Development Advisory Board, effective December 19, 2019.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to approve the appointment of Robert Heed II, Montrose, to the Susquehanna County Economic Development Advisory Board, effective immediately to fill the open position through the expiration of that term December 31, 2021.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with Optical Storage Solutions, Inc, Lebanon, PA, for software maintenance and support of Landex/Oracle database, annual cost of \$22,780.00, effective January 1, 2020 to December 31, 2020, per the recommendation of Register and Recorder, Michelle Estabrook.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to enter into an Intergovernmental Agreement with Wayne County Correctional Facility for the housing of Susquehanna County Inmates, at a cost of \$65.00 per day, effective January 1, 2020 through December 31, 2020, per the recommendation of Warden Mark Shelp.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to appropriate \$40,000 in county matching funds for the agricultural easement purchases for the 2020 program year beginning January 1, 2020.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Public Comment given for items 6-12.

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

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:19 a.m.

Attest:

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Robert Hyde, Chief Clerk

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Susquehanna County Commissioners

CS-20-02  
01/22/2020

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Motion by Commissioner Hall to approve the minutes of the January 8, 2020 Commissioner's Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the minutes of the January 6, 2020 Commissioners' Meeting to reflect Commissioner Arnold closing the meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to change the location of the Assessment Revision Board meetings to the Commissioners' Meeting Room.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to correct motion 15 on the January 8, 2020 agenda by changing the hourly rate for the full-time Corrections Officer from \$14.51 to \$14.96.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Herschel to correct motion 18 on the January 8, 2020 agenda from hiring to the appointment of Frances X. O'Connor as the County Solicitor.  
Second Commissioner Arnold. Ayes: Herschel and Arnold. No: Hall. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:  
• Cash Disbursement Journal dated 1/8/2020 for \$330,739.99 for General Expenses

- Cash Disbursement Journal dated 1/16/2020 for \$44,909.19 for Children & Youth
- Cash Disbursement Journal dated 1/16/2020 for \$369,447.19 for General Expenses
- Cash Disbursement Journal dated 1/22/2020 for \$225,996.50 for Net Wages
- Cash Disbursement Journal dated 1/20/2020 for \$3,017.16 for PLIGIT Expenses
- EFTPS payment dated 1/22/2020 for \$74,312.63 for Federal Payroll Taxes
- Electronic payment dated 1/22/2020 for \$9,595.78 for State Withholding Taxes
- Electronic payment dated 1/22/2020 for \$19,271.93 for Employee Retirement
- Electronic payment dated 1/22/2020 for \$1,006.03 for PA SCU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Bruce Butler, Brad Ellsworth, and Jeff Oleniacz, 911, Excel Basics and Beyond the Basics, Binghamton, NY, 3/26/2020-3/27/2020, Total Cost \$456.00, Cost to County \$456.00.
- Mark Shelp and Joshua Weller, SCCF, 2020 CLEAN Mandatory TAC Training, Scranton, PA, 6/16/2020, Total Cost \$83.00, Cost to County \$0.
- Chad Weaver, CYS, Child Protection Check, Pittsburg, PA, 1/14/2020-1/15/2020, Total Cost \$524.55, Cost to County \$104.92.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to sign the amendment of the Tower Lease between Susquehanna County and Sanya Cupic, Erika Cupic, and Natasha Cupic, for a lease in the amount of \$24,000 per year, effective December 31, 2019 through December 31, 2020, per the recommendation of Bruce Butler, Director of Safety/911 Coordinator.

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

Motion by Commissioner Hall to approve MOU with Penn State Extension for services with 4H, Master Gardener, and programming, effective January 1, 2020 through December 31, 2020 in the total amount of \$170,126.15, to be made in quarterly payments.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the sending of postcards to all active voters in Susquehanna County to inform of changes to the upcoming primary election including dates and deadlines.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open, and award, to the highest, responsible bidder for the 2013 Chevrolet Traverse and the 2013 Chevrolet Equinox.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into the Web Program Enrollment Agreement with CCAP Technology Web Services for web hosting, and platform update, the Kentico EMS software, and support, for a one-time payment of \$7,500.00, effective January 1, 2020 through December 31, 2020, per the recommendation of IT Director Stephen Janoski.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of 2 hydraulic dock levelers and 1 shelter for the doors at the Susquehanna County Recycling Center, at a cost of \$12,581.00, per the recommendation of Director of Maintenance Jim Hawley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the replacement of the control panel on the sewer system at SCCF, at a cost of \$16,422.00, per the recommendation of Director of Maintenance Jim Hawley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept any price negotiated by the tax claim bureau to sell free and clear from the 2020 Repository properties, with the taxing districts' written approval.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid one Smiths Heiman X-Ray unit from SCCF, serial # 7144, in the newspaper and on municibid.com.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of EMD, Fire, and Police Protocols software, implementation, training, and go-live processes from APCO Institute, per the recommendation of Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 911 Recorder and QA System from Evantide NexLog, Interaction Insight Corp., New York, NY, at a cost of \$52,131.55, from 911 funding, per the recommendation of Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Right-Of-Way Agreement with Daniel and Rhonda Wright, Clifford, for the Department of Safety/911 use of property located in Clifford Township, at a cost of \$365.00 per year, per the recommendation Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Edward Bocan, Thompson, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 9, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Brent Bisignani, Springville, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 14, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve, with regret, the resignation of Tricia Franks from the position of part-time Corrections Officer, effective January 20, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Christina Lyons, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 14, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the retirement/resignation of Robert Templeton, Director of Planning, effective April 30, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Richard Schulze from the position of full-time Corrections Sergeant/Shift Commander, effective January 10, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the proposal from Rug Fair Commercial & Industrial Co, Inc, a Division of Endwell Rug Company, Endwell, NY for Contract #PC67778 in the amount of \$34,785.50, at State pricing for Courtroom #1 renovations, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Public Comment:

- MaryAnn Colbert from L-S BHIDEI welcomed new board of commissioners.
- Suggestion to put each recorded board meeting separate on website.
- Question raised on why Commissioner Herschel abstained last meeting.
- Comment on broadband still in the study phase.
- Comment on road concerns and maintenance.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:45 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

Susquehanna

CS-20-03  
02/12/2020

Commissioner Arnold called the Meeting to order at 9:04 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:  
Jennie Grisafi                      New Milford District Court                      30 Years

Motion by Commissioner Hall to approve the minutes of the January 22, 2020 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:05 a.m.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:10 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 1/23/2020 for \$191,596.08 for General Expenses
- Cash Disbursement Journal dated 1/28/2020 for \$1,129.88 for Jury Pay
- Cash Disbursement Journal dated 1/29/2020 for \$323,093.67 for General Expenses
- Cash Disbursement Journal dated 2/5/2020 for \$222,348.57 for Net Wages
- Cash Disbursement Journal dated 1/28/2020 for \$24,230.38 for PLIGIT Expenses
- EFTPS payment dated 2/5/2020 for \$74,886.85 for Federal Payroll Taxes
- Electronic payment dated 2/5/2020 for \$9,644.45 for State Withholding Taxes
- Electronic payment dated 2/5/2020 for \$19,651.17 for Employee Retirement
- Electronic payment dated 2/5/2020 for \$1,006.03 for PA SCDU
- Cash Disbursement Journal dated 2/5/2020 for \$101,600.97 for General Expenses
- Cash Disbursement Journal dated 2/5/2020 for \$26,658.27 for PLIGIT Expenses
- Cash Disbursement Journal dated 2/6/2020 for \$101,012.88 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Scott Aylesworth and Ralph Schwartz, EMA, Governors Preparedness Conference, Pocono Manor, PA, 5/18/2020-5/20/2020, Total Cost \$1,270.00. Cost to County \$1,270.00.
- Brent Bisignani, SCCF, DOC Basic Training, Harrisburg, PA, 3/2/2020-4/3/2020, Total Cost \$1,150.00, Cost to County \$1,150.00.
- Chad Weaver, Children and Youth Services, Child Protection Check, Pittsburg, PA, 2/13/2020-2/14/2020, Total Cost \$524.55, Cost to County \$104.92.
- Lisa Vail, Juvenile Probation, Effective Treatments for challenging clients, Scranton, PA, 3/5/2020, Total Cost \$219.99, Cost to County \$219.99.
- Lisa Vail, Juvenile Probation, Oppositional, Defiant, and Disruptive Children, Scranton, PA, 3/17/2020, Total Cost \$219.99, Cost to County \$219.99
- Michelle Graziano, Children and Youth Services, PCYA Quarterly Meeting, State College, PA, 3/19/2020, Total Cost \$449.24, Cost to County \$89.85.
- Alan Hall, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$343.40, Cost to County \$343.40
- Judith Herschel, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$713.40, Cost to County \$713.40.
- Elizabeth M. Arnold, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$625.40, Cost to County \$625.40.
- Michele Jerauld, Domestic Relations, Spring Directors Meeting, State College, PA, 5/4/2020-5/6/2020, Total Cost \$415.00, Cost to County \$415.00.
- Macy Rudock and Melissa Brunges, Voter Registration/Elections Office, Penn State Extension Ag Day, Elk Lake, PA, 3/6/2020, Total Cost \$15.00, Cost to County \$15.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Erik Burgh, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 30, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual,

per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Joseph Igo, from the position of full-time Corrections Officer, effective January 28, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brent Bisignani from the position of part-time Corrections Officer to the open, non-union position of full-time Corrections Sergeant/Shift Commander, \$18.00 per hour, effective January 23, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Matthew Torres from the position of full-time Corrections Officer, effective January 28, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Donald Cronk from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.95 per hour, effective January 28, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Lynn Lyons, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective January 30, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jeremy Shiptoski, Susquehanna, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 3, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Cody Whitman from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.95 per hour, effective January 28, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify the termination of Robert Hyde from the position of Chief Clerk and Open Records Officer, effective January 31, 2020, per the recommendation of the County Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Rebekah Hubbard from the position of Deputy Chief Clerk to the open, full-time, non-union position of Chief Clerk, salary of \$55,000 with an increase to \$60,000 upon successful completion of six-month probationary period, minimum 40 hours per week, with benefits per the County Policy Manual and government mandated requirements, effective January 31, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to assign Jeanne Conklin, as Human Resources Director/Acting Deputy Chief Clerk, with the authority to use facsimile signatures for any or all three Commissioners by ink stamp in lieu of personally made signatures on County Checks, as well as attestation ability in lieu of the Chief Clerk/Deputy Chief Clerk's signature on any County documents, provided such authority is given and exercised under the direction of each Commissioner, effective on January 31, 2020, per the County Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Anthony Bartok, Montrose, to the open, union-eligible position of full-time Juvenile Probation Officer, \$17.50 per hour, effective February 14, 2020, with a six-month probationary period and benefits according to the Probation Bargaining Unit Contract and the County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Mary Rosengrant from the eliminated position of Telecommunicator and/or Quality Assurance Officer part-time, to the position of Part-time Telecommunicator at a TC2 level, at a rate of \$16.23, effective February 13, 2020, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Melissa Groves, Montrose, to the open, union-eligible position of full-time Second Deputy Prothonotary/Clerk of Courts, \$12.45 per hour, effective February 10, 2020, with a six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and



the County Policy Manual, per the recommendation of Jan Krupinski, Prothonotary & Clerk of Courts.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Patrick Moritzkiat, from the position of full-time Corrections Officer, effective February 20, 2020, per Warden Mark Shelp.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Edward Bocan from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.96 per hour, effective February 20, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Jeffrey Oleniacz, from the position of full-time 911 Systems/IT Technician/Telecommunicator, effective February 21, 2020, per Bruce Butler, Director of Public Safety / 911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Amberly Warner, from the position of Establishment Specialist/Court Liaison, effective February 21, 2020, per Michele Jerauld, Director of Domestic Relation.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid for the following vehicles for sale:  
2015 Ford Challenger – Mileage 163,791, VIN 1FD4E4FS0FDA11976  
2013 Ford Challenger – Mileage 141,474, VIN 1FD4E4FS3DDB30361  
2014 Mobility Vent 1 – Mileage 84,482, VIN 57WMS2A60EM102033  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall enter into a Purchase Service Agreement with Kidspeace National Centers, Schnecksville, PA, for Child Welfare Services per Attachment F, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase Service Agreement with PA Child Care, LLC and Mid-Atlantic Youth Services Corp., Pittston, PA, for Child Welfare Services for Certificate #204100 and 207860 at a per diem rate of \$362.25 and Certificate # 228490 at a per diem rate of \$348.75, effective July 1, 2019, through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into contract #4400016324 with Tower Services Unlimited for installation services of tower, shelter, and generator at the State Gamelands at Elk Mountain, with PA State Contract Pricing of \$388,314.00, paid with funds from state 911 money, per the recommendation of Bruce Butler, Director of Public Safety/911.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a maintenance agreement with Guyette Communication Industries Corp., Plymouth, PA, for software upgrades, service packs, and factory support, effective January 27, 2020 through January 26, 2021, for a cost of \$1,010.00.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open, and award, following the review of the Solicitor and Engineer, sealed bids for Susquehanna County Recycling Center Pavement Replacement.  
Second Commissioner: Herschel. Ayes: Unanimous. Motion Carried.

Pavement Bids as Follows:

Bothar Construction – Item 1. \$223,186.50. Item 2. \$13,250.00  
M.R. Dirt, Inc. – Item 1. \$325,000.00. Item 2. \$11,500.00  
Waco Inc. Way – Item 1. \$212,128.89. Item 2. \$12,500.00  
Bob Miller Construction – Item 1. \$254,540.00. Item 2. \$20,000.00  
Stafursky Paving Company – Item 1. \$120,049.38. Item 2. \$9,000.00  
Schuylkill Paving Company – Item 1. \$265,000.00. Item 2. \$22,500.00  
Glen Hawbaker - Item 1. \$216,442.00. Item 2. \$17,000.00  
Broome Bitumous – Item 1. \$168,900.00. Item 2. \$13,750.00  
American Asphalt – Item 1. \$191,322.50. Item 2. \$60,000.00  
Rowe Excavating – Item 1. \$286,350.00. Item 2. \$5,000.00

Motion by Commissioner Hall to exonerate the Susquehanna County Tax Collectors from collecting the County 2019 delinquent county returns in the amount of \$474,086.93, per the recommendation of Treasurer Jason Miller.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Brooklyn Township, Parcel # 183.00-1,012.01,000, in the name of Brooklyn Township, as Brooklyn Township is a tax-

exempt entity.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to adopt Resolution 2020-01, to extend the terms of exemptions, deductions, abatements, and credits under KOEZ or KOIZ between Susquehanna County and Greater Forest City Industries, effective January 1, 2021, through December 31, 2030.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint Roy Williams, Susquehanna Depot, to the Susquehanna County Economic Development Board, to fill the term vacated by Margaret Biegert, effective February 12, 2020 through December 31, 2020, per the recommendation of the Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation #2020-01, declaring February as American Heart Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between the County of Susquehanna and Teamsters Local 229 covering its professional employees in the office of Children & Youth Services from January 1, 2020 through December 31, 2024, per the recommendation of the Commissioners

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to add Resolution 2020-02, imposing a County-wide burn ban effective March 14, 2020 through April 12, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Public Comment:

- Questions asked about the new Children & Youth Agreement. Commissioner Hall explains a few of the changes, including health insurance.
- Questions is asked about road construction for 706 and I81.
- Some questions regarding the new voting machines and process are addressed.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:55 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 20-04  
2/26/2020

Commissioner Arnold called the Meeting to order at 9:02 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on Agenda Items and Non-Agenda items:

Chairman Arnold explains the new format for public comment. Questions are asked and answered regarding the changes. Many people are happy to have the agenda available online before the meeting time.

Comment is made that the pavement project at the recycling center is much needed.

Question regarding motions 7 and 8, answered that the vehicles purchased are for the Sheriff's office.

Question about the Act 13 spending. Commissioner Arnold explains that we are purchasing upgrades now while the money is available.

Question regarding motion 12, the MCM Consulting is used for the 911 systems in the new building.

Question regarding the new building, Commissioner Hall explains that permits and HOP amendments are submitted and in process.

Question regarding Children and Youth contracts. Many contracts are passed throughout the year to meet the changing needs of the clientele.

A comment is made regarding the new voting systems and the website's availability to learn how to use the machines and about the changes made to the voting laws this year. The voting machines will be available at Ag

Day, Women's Empowerment Summit, and the Harford Fair. Suggestion is made to place information around the Courthouse to bring attention to the new voting machines at the Courthouse as well.

Motion by Commissioner Hall to close public comment.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the February 12, 2020 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the Minutes of the February 12, 2020 Commissioners' Meeting with the following changes:

Motion 19, to the effective date of resignation February 16, 2020.

Motion 20 to the effective date of transfer February 16, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' meeting and open the Salary Board Meeting at 9:18 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Return to Commissioners Meeting at 9:25 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/12/2020 for \$184,410.40 for General Expenses
- Cash Disbursement Journal dated 2/19/2020 for \$192,102.01 for General Expenses
- Cash Disbursement Journal dated 2/19/2020 for \$232,300.36 for Net Wages
- Cash Disbursement Journal dated 2/18/2020 for \$18,686.86 for PLIGIT Expenses
- Cash Disbursement Journal dated 2/24/2020 for \$18,119.45 for General Expenses
- EFTPS payment dated 2/19/2020 for \$76,045.61 for Federal Payroll Taxes
- Electronic payment dated 2/19/2020 for \$9,858.31 for State Withholding Taxes
- Electronic payment dated 2/19/2020 for \$19,769.85 for Employee Retirement
- Electronic payment dated 2/19/2020 for \$1006.03 for PA SCDU
- Cash Disbursement Journal dated 2/18/2020 for \$73,031.73 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Emily McHale, Assessment, CPE Training, 3/9/2020-3/13/2020, 3/16/2020-3/20/2020, 3/23/2020-3/27/2020, 3/30/2020-4/3/2020, Harrisburg, PA, Total Cost \$5,498.00. Cost to County \$5,498.00.
- Stephen Janoski, IT, CCAP Cybersafe/Quarterly Meeting, 3/9/2020-3/10/2020, Harrisburg, PA, Total Cost \$201.00, Cost to County \$201.00
- Ralph Schwartz, EMA, Homeland Security Exercise and Evaluation, 4/21/2020-4/22/2020, Harrisburg, PA, Total Cost \$228.20, Cost to County \$228.20.
- Ralph Schwartz, EMA, Emergency Planning, 5/13/2020-5/14/2020, Harrisburg, PA, Total Cost \$228.20, Cost to County \$228.20.
- Samantha Wickizer, Assessment, USPAP, 3/20/2020, Hazleton, PA, Total Cost \$172.00, Cost to County \$172.00.
- Jeanne Conklin, Human Resources, Organizational Skills, 4/22/2020, Binghamton, NY, Total Cost \$211.00, Cost to County \$211.00.
- Tara Wilbur, Veteran's Affairs, 2020 PSACDVA Conference, 6/22/2020-6/26/2020, Washington, PA, Total Cost \$970.25, Cost to County \$970.25.
- Richard J. Ely, Veteran's Affairs, 2020 PSACDVA Conference, 6/22/2020-6/26/2020, Washington, PA, Total Cost \$858.00, Cost to County \$858.00.
- Macy Rudock, Voter Registration, Endless Mts. Empowerment Summit, 3/28/2020, Elk Lake, PA, Total Cost \$25.00, Cost to County \$25.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 2020 Utility Police Interceptor from New Holland Auto, with Costars pricing of \$42,065.68, to be paid with funds from Act 13.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 2020 Police Responder Ford F-150 from New Holland Auto, with Costars pricing of \$46,501.00, to be paid with funds from Act 13.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order in the amount of \$7,157.00 for Automated Lifestyles, for displays and monitors in the Courtroom, paid with Act 13, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Families United Network, Muncy, PA, for child welfare services Schedule F, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase Service Agreement with United Charities, Inc. and United Children's Homes, Inc., West Hazleton, PA, for child welfare services at a per diem rate of \$155.00, for certificate # 227350, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting Group, Inc., State College, PA, for technology assessment and design and professional services for the Department of Public Safety, for a maximum cost of \$177,660.50 for one year, paid partially from PEMA 911 Funding, effective February 26, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administration.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a service agreement with ElectionIQ, LLC, Stow, Ohio, for maintenance, testing, and support of election equipment, total annual cost of \$35,500 for this election year, per the recommendation of Macy Rudock, Director of Elections/Voter Registration.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint the following to the Local Emergency Planning Committee for the years 2020-2021:

Judy Herschel	Commissioner
Ralph Schwartz	Emergency Management Director
Sara Adornato	Barnes-Kasson Hospital
Gordon Bennett	Chesapeake

Motion by Commissioner Hall to award, following review of the engineer and the solicitor, the recycling pavement project bid to Broome Bituminous, Vestal, for \$182,650.00, paid with 902 Grant Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Nicole Bocan from the position of part-time Corrections Officer, effective February 12, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the transfer of Aiyana Brown from the position of Corrections Sergeant/Shift Commander to the temporary position of Corrections Sergeant/Shift Commander, effective February 26, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Faith Kwiatkowski, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 12, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jonathan Zielewicz, Brackney, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 25, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Bruce Butler from the position of Director of Public Safety/911 Coordinator to the full-time, non-union position of Director of Public Safety and Compliance Administrator, effective February 24, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brad Ellsworth from the position of Deputy Director of Public Safety/911 Operations and Systems Manager to the full-time, non-union position of Director of Public Safety Operations/911 Coordinator, \$55,000 per year, effective February 24, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Nancy Tator, from the position of Deputy Director of Public Safety/911 Training and Quality Assurance Supervisor, effective May 1, 2020, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Nancy Tator, 911, to the temporary position of Deputy Director of Public Safety/Training and Quality Assurance, effective February 26, 2020 through May 1, 2020, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Jacqueline Andzulis, Montrose, to the open, full-time, union eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 5, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Michael Keogh from the full-time position of Senior IT Technician to the open, full-time, non-union position of IT System Administrator, \$19.23 per hour, 40 hours per week, effective February 27, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Stephen Janoski, Director of Information Technology.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid the following vehicle:  
2014 Ford Taurus – Mileage 104,557, VIN 1FAHP2MK6EG120105  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-02, proclaiming March 2020 as “Colon Cancer Awareness Month” in Susquehanna County.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-03, proclaiming March as Census Participation Month.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2014 Mobility Vent 1, VIN 57WMS2A60EM102033.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2013 Ford Challenger, VIN 1FDFF4FS3DDB30361.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2015 Ford Challenger, VIN 1FDFF4FS0FDA11976.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall comments before the closing of the meeting:  
Thank you to the Union for working with the County on negotiations, salaries, etc.

Census is very important. The Proclamation passed today is to inform the County residents that everyone must fill out the census so that we can receive much needed funding for roads and services locally. The Census is also aggressively hiring workers in our county at this time.

Motion by Commissioner Hall to close the Commissioners’ Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners’ Meeting adjourned at 9:40 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

Commissioner Arnold called the Meeting to order at 9.00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Question regarding the MOU with Penn State Extension – cost is to the County and is largely covered by state funds through Children & Youth.

Question regarding Motion 9, and the LEPC Funds. Answered by Treasurer Miller that the funds are set aside for emergency purposes.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Bob Templeton	Planning	30 years
Lori Shelp	Courts	20 years
Kelly Bartkus	SCCF	15 years
Chad Weaver	Children & Youth	10 years
Kimberly Harshaw	Children & Youth	10 years
Marysa Edwards-Ball	Children & Youth	10 years

Motion by Commissioner Hall to approve the minutes of the February 26, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the minutes of the February 26, 2020 Commissioners' Meeting, motion 18, to the effective date of February 20, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/25/2020 for \$500,258.60 for General Expenses
- Cash Disbursement Journal dated 3/3/2020 for \$164,543.46 for General Expenses
- Cash Disbursement Journal dated 3/4/2020 for \$228,647.40 for Net Wages
- Cash Disbursement Journal dated 3/3/2020 for \$19,116.98 for PLIGIT Expenses
- EFTPS payment dated 3/4/2020 for \$77,606.67 for Federal Payroll Taxes
- Electronic payment dated 3/4/2020 for \$9,935.65 for State Withholding Taxes
- Electronic payment dated 3/4/2020 for \$20,122.18 for Employee Retirement
- Electronic payment dated 3/4/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Britney Darrow, Assessment, USPAP, Bloomsburg, PA, 3/20/2020, Total Cost \$172.00, Cost to the County \$172.00.
- Samantha Wickizer, Assessment, AAP Annual Conference, Hershey, PA, 5/6/2020-5/8/2020, Total Cost \$868.35, Cost to County \$868.35.
- Britney Darrow, Assessment, AAP Annual Conference, Hershey, PA, 5/6/2020-5/8/2020, Total Cost \$868.35, Cost to County \$868.35.
- Samantha Wickizer, Assessment, Assessment Administration, Lehighton, PA, 4/17/2020, Total Cost \$30.00, Cost to County \$30.00.
- Jason Miller, Treasurer, County Treasurer's Association Spring Seminar, State College, PA, 4/15/2020, Total Cost \$0, Cost to County \$0.
- LeighAnna Overfield, Treasurer/Tax Claim, Treasurer's Association Spring Seminar, State College, PA, 4/15/2020, Total Cost \$93.45, Cost to County \$93.45.
- Rebecca Westcott, Treasurer/Tax Claim, Tax Claim Bureau Association Spring Seminar, State College, PA, 4/3/2020, Total Cost \$289.00, Cost to County \$289.00.
- Jason Miller, Treasurer/Tax Claim, Tax Claim Bureau Association Spring Seminar, State College, PA, 4/3/2020, Total Cost \$0, Cost to County \$0.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid the following vehicle for sale:

2015 Dodge Caravan – Mileage 130,783 – VIN 2C4RDGBG1FR570179

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into the MOU with Penn State Extension for the Food, Family, and Health Educator position, annual cost for 2020 \$79,150.00, for 2021 \$81,130.00, for 2022 \$83,547.00 effective March 11, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Thompson Borough, parcel 115.00-1,023.00,001, in the name of Adam Stout, Assessment sent notification to the Tax Claim that the trailer has been removed.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open a money market account with First National Bank for the Local Emergency Planning Committee Funds, at the current rate of 1.60%.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Children's Service Center of Wyoming Valley, Wilkes Barre, PA, for Certificate # 210430, at a per diem rate of \$51.58, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Cornell Abraxas Group, Inc., Pittsburgh, PA, for Certificate #303970, Unit CC, at a per diem rate of \$301.56, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for Hazmat Risk Assessment, total cost \$12,950.00, paid for with HMEP Grant Funding, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for Commodity Management Planning as required by FEMA/PEMA, total cost \$9,900.00, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for the NG911 Project, total cost \$15,048.00 paid with grant funding, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Carrie Guzy from the position of DPS Operations Manager to the open, full-time, non-union position of Deputy Chief Clerk, \$35,000 per year, with a six-month probationary period and benefits according to the County Policy Manual, effective March 2, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Carrie Henry, Susquehanna, to the open, union-eligible position of Temporary Assistant of Elections/Voter Registrar, \$11.48 per hour, effective March 3, 2020, per the recommendation of Macy Rudock, Director of Elections/Voter Registrar.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of William Zalewski from the position of part-time vehicle detailer to the open, union-eligible position of part-time Vehicle/Equipment Preservation and Minor Body Work, \$13.00 per hour, no more than 1000 hours per year, no benefits, effective March 4, 2020, with a six-month probationary period, per the recommendation of Jim Hawley, Director of Public Facilities.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Taylor Bennett, Starrucca, to the open, full-time, union-eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 5, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Ryan Tator, Houston, Texas, to the open, full-

time, non-union telecommuting position of Public Safety/GIS/and Systems Database Analyst, \$48,000 per year, paid with grant funding, 40 hours per week, effective March 10, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Ian Ticonchuk, Montrose, to the open, full-time, union-eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 9, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Samantha Roszel from the full-time, union-eligible position of Telecommunicator 1, to the open, full-time, non-union position of Deputy Director of Training and Quality Assurance, \$45,000 per year, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective March 26, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brandy Caswell from the full-time, union-eligible position of Telecommunicator 1 to the open, full-time, union-eligible position of 911 Operations Officer/Telecommunicator, \$18.00 per hour, 40 hours per week, effective March 11, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids on the 2014 Ford Taurus Interceptor VIN # 1FAHP2MK6EG120105.  
Second Commissioner Herschel. Ayes: Unanimous.  
Winning Bid: \$6,100.00 to Alan Sementelli, Lock Haven, PA.

Motion by Commissioner Hall to close the Commissioners' Meeting and open the Salary Board Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners