

CS 21-01  
01/13/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Spencer Stoud	Children & Youth	5 Years
Deborah Gregory	Prothonotary/Clerk of Courts	15 Years
Linda LaBarbara	Public Defender	20 Years
Lisa Vail	Juvenile Probation	25 Years
Jeffrey Shoemaker	Chief Probation Officer	30 Years

Public Comment on agenda and non-agenda items:

A question is asked as to why the County's mobile app is down. Commissioner Hall explained that the app was inactive as we need new software and currently have some programs we are reviewing.

A question is asked regarding Warden Shelp's retirement and replacement.

Commissioner Arnold explains that interviews have been conducted and hopefully soon the position will be filled.

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 23, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 12/29/2020 for \$12,340.24 for PLIGIT
- Cash Disbursement Journal dated 1/5/2021 for \$219,127.63 for Net Wages
- EFTPS Payment dated 1/5/2021 for \$74,488.77 for Federal Payroll Taxes
- Electronic Payment dated 1/5/2021 for \$9,551.57 for State Withholding
- Electronic Payment dated 1/5/2021 for \$20,645.51 for Employee Retirement
- Electronic Payment dated 1/5/2021 for \$677.41 for PA SCU
- Cash Disbursement Journal dated 12/30/2020 for \$21,807.96 for PLIGIT
- Cash Disbursement Journal dated 12/30/2020 for \$140,044.23 for General Expenses
- Cash Disbursement Journal dated 12/30/2020 for \$2,342.00 for PLIGIT

- Cash Disbursement Journal dated 01/07/2021 for \$78,668.30 for Children and Youth
  - Cash Disbursement Journal dated 01/11/2021 for \$7,878.49 for Children and Youth
- Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar requests:

- John Lester, Juvenile Probation, Motivational Interviewing Workshop, Virtual, 1/11/2021 & 1/12/2021, Total Cost \$300.00, Cost to County \$300.00.
- Lisa Vail, Juvenile Probation, Motivational Interviewing Workshop, Virtual, 1/11/2021 & 1/12/2021, Total Cost \$300.00, Cost to County \$300.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the signing of the Maintenance and Service Agreement between the Pennsylvania District Attorneys' Institute and Susquehanna County for the period of January 1, 2021, through December 31, 2021, for the SAVIN software used in the District Attorney's Office and the Susquehanna County Correctional Facility. Susquehanna County is responsible for zero 0% of the maintenance fee.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Tu-Way Communications, Inc., Bethlehem, PA, for maintenance and software for 911 equipment, total CPE maintenance cost of \$58,696.76, total Esinet Maintenance of \$63,653.43, and total mission critical response cost of \$19,726.89, paid with PEMA funding, effective January 1, 2021 through December 31, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the renewal of the lease with the Zoran Cupic Life Insurance Trust for the lease of land for the 911 Tower, total annual cost of \$24,000.00, effective January 1, 2021 through December 31, 2021, paid with PEMA funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to designate DATOM Products, Inc., Dunmore, PA, as the primary spill response contractor for Susquehanna County, effective January 13, 2021 through December 31, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Harmony Township, parcel 057.00-1,039.00,001, in the name of Robert and Kenneth Kopec. Tax Claim received notification from Assessment that on December 16, 2020, Assessment confirmed that the mobile home owned by Kenneth Ayers had been removed from the premises to an unknown location. Tax Claim requests that all delinquent taxes associated with this parcel be exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Natasha Bender from the position of full-time Recycling Administrator, effective December 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Joshua Goff from the position of Full-time Telecommunicator 1, effective December 28, 2020, per the recommendation of Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Dustin Gornot from the position of Telecommunicator 1, effective December 30, 2020, per the recommendation of Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Tierstin Newhart, Montrose, to the open, union-eligible position of full-time Deputy Sheriff, \$13.50 per hour, effective January 4, 2021, 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 Sheriff Lance Benedict.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge, with regret, the resignation/retirement of Mark Shelp from the position of Warden, effective January 15, 2021, per the Prison Board.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge, with regret, the resignation/retirement of Deborah Gregory from the position of 2<sup>nd</sup> Deputy Prothonotary/Domestic Relations, effective April 15, 2021, 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 Delliencia Roget from the position of Corrections Officer, effective January 22, 2021, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge, with regret, the resignation of Rebecca Warner from the position of full-time County Detective/School Resource Officer (SRO), effective December 31, 2020, per District Attorney Marion O'Malley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Glen Whitney, New Milford, to the open, part-time, non-union position of County Detective/School Resource Officer (SRO), effective January 13, 2021, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:11a.m.

BOARD OF COMMISSIONERS:

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Elizabeth M. Arnold

ATTEST: \_\_\_\_\_

Rebekah Hubbard, Chief Clerk

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Alan M. Hall

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Judith Herschel

CS 21-02  
01/27/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:  
No public comment.

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 January, 13, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Returned to Commissioners' Meeting at 9:01 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 1/20/2021 for \$225,179.48 for Net Wages
- EFTPS Payment dated 1/20/2021 for \$74,978.55 for Federal Payroll Taxes
- Electronic Payment dated 1/20/2021 for \$9,633.60 for State Withholding
- Electronic Payment dated 1/20/2021 for \$20,960.21 for Employee Retirement
- Electronic Payment dated 1/20/2021 for \$677.41 for PA SCU
- Cash Disbursement Journal dated 1/13/2021 for \$361,945.98 for General Expenses
- Cash Disbursement Journal dated 1/13/2021 for \$268,261.53 for Health Insurance
- Cash Disbursement Journal dated 1/20/2021 for \$53,130.70 Children and Youth
- Cash Disbursement Journal dated 1/22/2021 for \$268,651.90 for General Expenses

Second Commissioner

Motion by Commissioner Hall to enter into a contract with Tu-Way Communications, Inc., Bethlehem, PA, for the relocation of NECore ESINet and VESTA 911 call handling equipment from the existing 911 Center in Montrose to the new 911 Center in Gibson. Total Cost for assembly/installation/construction services \$45,510.00, total cost for installation of remote VESTA network connection \$5,111.63, paid with PEMA Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Shadow Technologies, Forty Fort, PA, for network equipment, hardware, licensing for software, and engineering services for the new Public Safety Center, total cost \$278,121.73, \$198,871.01 paid with Act 13 funding, \$79,250.72 paid with PEMA Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Guyette Industries, Plymouth, PA, for installation and hardware for the phone system at the new Public Safety Center, total cost \$29,609.00, paid with Act 13 Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the termination of Vernon Bailey from the position of full-time Corrections Sergeant/Shift Commander, effective January 13, 2021, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the transfer of Nancy Volch-Mandziara 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 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Deputy Warden Joshua Weller.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the resignation of Brandon Halesky from the position of part-time Corrections Officer, effective January 25, 2021, per the recommendation of Deputy Warden Joshua Weller.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Alexis Hartman, Montrose, to the open, full-time, union-eligible position of 2<sup>nd</sup> Deputy Prothonotary/Clerk of Courts, \$12.45 per hour, effective February 1, 2021, 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 acknowledge the hiring of Bruce Hall, Vestal, NY, to the open, full-time, non-union supervisory position of Prison Warden/Outreach Support, \$70,000 per year, effective February 8, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of the Prison Board.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Jonathan Terry, Richmondale, PA, to the open-full-time, non-union position of 911 Systems and Public Safety Building IT Technician, \$19.23 per hour, effective February 8, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator and Stephen Janoski, IT Director/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of April Strohl from the position of full-time IT Technician, effective February 5, 2021, per Stephen Janoski, IT Director/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:07 a.m.

BOARD OF COMMISSIONERS:

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Elizabeth M. Arnold

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Alan M. Hall

ATTEST: \_\_\_\_\_

Rebekah Hubbard, Chief Clerk

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Judith Herschel

CS 21-03  
02/10/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

A question is asked if the broadband study was complete?

It is stated that it is still in review and there will be a meeting to address which direction to go and where the funding will come from.

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 January 27, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 1/29/2021 for \$180,386.88 for General Expenses
- Cash disbursement Journal dated 2/3/2021 for \$219,157.76 for Net Wages
- EFTPS Payment dated 2/3/2021 for \$74,368.19 for Federal Payroll Taxes
- Electronic Payment dated 2/3/2021 for \$9,555.86 for State Withholding
- Electronic Payment dated 2/3/2021 for \$20,834.00 for Employee Retirement
- Electronic Payment dated 2/3/2021 for \$677.41 for PA SCU
- Cash Disbursement Journal dated 2/3/2021 for \$801,733.24 for General Expenses
- Cash Disbursement Journal dated 2/3/2021 for \$5,529.78 for PLIGIT
- Cash Disbursement Journal dated 2/9/2021 for \$85,090.88 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with iLand Internet Solutions Corp., Houston, Texas, for iLand and Secure Cloud Backup and support, effective February 10, 2021 through February 1, 2024, total cost \$13,435.20 per year, \$4,478.40 paid with PEMA funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with the Pennsylvania Department of Military and Veterans Affairs (DMVA) to perform a vulnerability assessment through the PA National Guard to ensure the security of the County's information systems, at no cost to the County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Scytl US, Tampa, Florida, for election night reporting services and support, effective for a total of 3 elections between January 31, 2021 and August 31, 2024, for a total contract price of \$9,999, pending review of terms and conditions by the commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with the Pennsylvania Department of Community and Economic Development, to participate in the STEB program and the development of a statewide standardized database for counties to utilize and report all property values and data as required by the Board.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Procom Communications, LLC, Jessup, MD, for installation and equipment of a wireless instant notification system in the new Public

Safety Building, total cost \$20,181.40, and upgrade to existing system at the Courthouse facility, total cost \$4,396.40, paid with PComp grant funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with BMC Office Furniture, Scranton, PA, for office furniture for the new public safety center, total price with installation \$163,815.17, with Co-Stars pricing and paid with Act 13 funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to authorize Treasurer Jason Miller to make application to First National Bank, Montrose, PA, for a line of credit/procurement card account in the amount of \$55,000, to be used for the purpose of county credit cards.

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 district's written approval.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to exonerate the Susquehanna County Tax Collectors from collecting the County 2020 delinquent county returns in the amount of \$447,936.51, per the recommendation of Treasurer Jason Miller.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation #2021-01, declaring February as American Heart Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:11 a.m.

BOARD OF COMMISSIONERS:

\_\_\_\_\_  
Elizabeth M. Arnold

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Alan M. Hall

ATTEST: \_\_\_\_\_

Rebekah Hubbard, Chief Clerk

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Judith Herschel

CS 21-04



02/24/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

Commissioner Hall commented about issues that have occurred with Register and Recorder's books. Progress has been made with the years of 2018 and 2019. The Commissioners were notified from the Auditors about transactions totaling \$10,000 made out to a family member. At this time, the Commissioners are turning the case over to the District Attorney and Attorney General offices. No further comments can be made.

Commissioner Hall comments about the I-81 toll plaza that is planned. It is stated that it is only a proposal and will need to go through legislation. A meeting is planned to be held Friday with PennDOT and more details will be available.

Commissioner Hall states that next week there will be a drive through COVID testing site.

Commissioner Arnold confirmed that it will be held at the Harford Fair grounds.

Commissioner Hall states that Susquehanna County will receive 2 grants. About 2.6 million will be for tenants and landlords to help with rental assistance under the Emergency Rental Assistance Program. The second grant is the Hospitality Industry Recovery Program for about \$500,000 to help restaurant and bar owners. As information becomes available, the community will be updated.

Commissioner Herschel states the Commissioners concern with the community's mental health during the pandemic. They are working with Suicide Alliance initiative. Townhalls will be held on the 4<sup>th</sup>, 11<sup>th</sup>, and 18<sup>th</sup> to bring in providers and professionals in the field to bring awareness, education, and also reduce the stigma around mental illness.

Commissioner Hall informs that they are working on a community vaccination center and thanks the fellow Commissioners for their dedication in the matter. As more information becomes available, the community will be updated.

Commissioner Herschel concurs and also thanks the medical professionals for their hard work during the pandemic.

A question is asked if employees at the courthouse were vaccinated. Commissioner Hall answered in the affirmative, stating about 60% got the vaccine during the first version of the 1a vaccine protocol. Commissioner Arnold stated that most were front line workers.

Commissioner Hall stated there would not have been a problem if we were getting the allocations. The problem was the rules were changed from population, to the number of positive cases and deaths in the county. Our community did a great job with social distancing and following CDC guidelines, our numbers were extremely low, therefore vaccines were going to the communities where numbers are high.

Commissioner Herschel states that in 4 to 6 weeks we will be receiving vaccines to distribute to the community as soon as we get the supply.

Commissioner Arnold answers in the affirmative stating that they are on the phone weekly with the Department of Health to be as prepared as possible. They are proud of the counties

employees and community in keeping everyone safe.

Commissioner Arnold congratulates Naomi Kropa for celebrating her 100<sup>th</sup> birthday yesterday. Also, stating that fire companies and non-profit business are starting their fundraisers such as, chicken barbeques, and encourages the community to support their causes.

A comment is made on the importance and need for volunteers. All Commissioners answered in the affirmative.

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 10, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/18/2021 for \$267,013.92 for General Expenses
- Cash disbursement Journal dated 2/17/2021 for \$225,774.24 for Net Wages
- EFTPS Payment dated 2/17/2021 for \$74,823.68 for Federal Payroll Taxes
- Electronic Payment dated 2/17/2021 for \$9,632.93 for State Withholding
- Electronic Payment dated 2/17/2021 for \$20,496.03 for Employee Retirement
- Electronic Payment dated 2/17/2021 for \$677.41 for PA SCU
- Cash Disbursement Journal dated 2/11/2021 for \$373,904.38 for General Expenses
- Cash Disbursement Journal dated 2/18/2021 for \$5,661.66 for PLIGIT
- Cash Disbursement Journal dated 2/19/2021 for \$45,531.03 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Scott Aylesworth/Ralph Schwartz, EMA, NE Task Force Meetings, Locations Varied, 3/17/2021, 6/16/2021, 9/15/2021. Total Cost: \$0. Cost to County: \$0.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Guyette Communication Industries, Plymouth, PA, for upgrading the phone system in the Courthouse, effective February 24, 2021, total cost of \$1,826.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with W2O, Cortland, NY, for annual maintenance and service on the Vaughan chopper pumps and associated equipment at the Susquehanna County Correctional Facility, effective February 24, 2021, total annual cost of \$2,150.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the Susquehanna County Local Emergency Planning Committee members for the 2021 term:

Commissioner Alan Hall  
Blaine Dibble  
Gordon Bennett  
Phil Price

Elected Official  
Medical  
Facility Owner/Operator  
Fire Fighting Personnel

Thomas Jimmie Jr  
Ralph Schwartz  
Scott Aylesworth  
Don Kessler, Jr.  
Kate Kamp  
Michael Stalneckner  
Cody Butler  
Joe Adornato

Hazard Materials Response  
Emergency Management, EMA  
Emergency Management, EMA  
SARA Title Facilities, PA American Water  
SARA Title Facilities, Oil and Gas  
PEMA Eastern Region Office  
Broadcast/Print Media  
Law/Health/Med/Trans

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with PenTeleData Limited Partnership, Palmerton, PA, for services to ethernet port, ethernet virtual circuit, and point to point transport for 911 connections. A one-time cost of \$9,027.00 for the new public safety facility setup for pole attachment and line build. Additional monthly cost for connections \$1,919.00, paid with PEMA funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Shadow Technologies, Forty Fort, PA, for virtual host servers and storage for the Courthouse, total cost of \$148,225.93, with Co-Stars pricing and paid with ACT 13.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a sub-recipient agreement with the Progress Authority, Towanda, PA, for the administration of the Covid-19 Hospitality Industry Recovery Program.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Capital Area Communications, Harrisburg, PA, to add microwave, router, antennas, and additional equipment to the 911 tower at a total cost of \$410,394.97, paid with Act 13 funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Laser Ammo USA, Inc., Green Neck, NY, for a training room and simulator for the new public safety center, total cost \$4,619.49, paid with Supervision Funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve an addition of \$3,016.15 to the contract with BMC Office Furniture, Scranton, PA, for additional office furniture for the new public safety center. The additional cost paid through CJAB Supervision Funds, total contract price after addition \$166,832.32.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Emily McHale from the position of full-time Field Appraiser (trainee) to the open, full-time, union-eligible position of Field Appraiser (Certified), \$11.48 per hour, effective January 29, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Director of Assessment Sarah Proof.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Levi Schmidt from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections

Sergeant/Shift Commander, \$18.00 per hour, effective February 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirement, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring the Karl Knapp, Montrose, to the open, full-time, union-eligible position of Recycling Technician, \$10.25 per hour, effective February 16, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Lisa Holley from the position of full-time Deputy Warden Operations/Training, effective February 16, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Jeffrey Hindman, from the position of full-time Corrections Sergeant/Shift Commander to the open, full-time, non-union position of Deputy Warden Operations/Training, \$41,000 annually, effective February 17, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Anna Sherwood, Springville, PA, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective February 22, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Marshall Hild, Montrose, to the open, full-time, non-union position of Administrative Assistant/Grant Coordinator for 911, \$16.35 per hour, effective March 22, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation #2021-02, declaring March as Colon Cancer Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation #2021-03, declaring March as Social Work Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:20 a.m.

BOARD OF COMMISSIONERS:

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Elizabeth M. Arnold

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Alan M. Hall

ATTEST: \_\_\_\_\_

Rebekah Hubbard, Chief Clerk

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Judith Herschel

CS 21-04  
03/10/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence.

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

A PennDot interstate 81 toll update is requested.

Commissioner Hall stated that due to ACT 88 of 2012, it gave the authority to the Secretary of Transportation to form a committee which has the power to make decisions on structurally deficient or poor conditions of bridges, specifically P3 bridges. Unfortunately, it gives them the authority to do many projects on these specific bridges, including tolls. ACT 88 states that there was a 7-to-9-day window to rescind the action by the group and unfortunately, that has passed. Commissioner Herschel states that they are currently looking at traffic impacts and confirms that the archeology site is not in their scope.

A question is asked about motion 19.

Commissioner Hall confirms that the Progress Authority can be a grantee instead of the county. Commissioner Arnold states that there are many levels that need to be completed before the project comes to fruition.

Commissioner Herschel comments that the suicide townhall will take place again Thursday, March 25 to discuss reducing the stigma and developing coping skills during difficult times. Sheriff Benedict will also be discussing gun safety.

Commissioner Hall comments on the settlement with Chesapeake and the Attorney General. It is stated that the courts must fix it with legislation. The problem still exists with the leases due to no action in the legislation.

A comment is made about a media alert received from Senator Baker asking about the mass vaccination site.

It is stated that as soon as the Commissioners receive notice about the site, it will be sent to the public.

After motion 19, Commissioner Herschel makes a statement on her "no" vote.

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 24, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/24/2021 for \$1,260,909.72 for General Expenses
- Cash disbursement Journal dated 3/03/2021 for \$222,158.52 for Net Wages
- EFTPS Payment dated 3/03/2021 for \$76,008.30 for Federal Payroll Taxes
- Electronic Payment dated 3/03/2021 for \$9,713.83 for State Withholding
- Electronic Payment dated 3/03/2021 for \$21,251.22 for Employee Retirement
- Electronic Payment dated 3/03/2021 for \$777.41 for PA SCU
- Cash Disbursement Journal dated 3/04/2021 for \$2,035,250.79 for General Expenses
- Cash Disbursement Journal dated 3/03/2021 for \$78,312.01 for Children and Youth
- Cash Disbursement Journal dated 3/04/2021 for \$2,154.60 for PLIGIT

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to change the Annual Assessment Appeal deadline from September 1<sup>st</sup> to August 1<sup>st</sup>.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract between Susquehanna County, Lackawanna-Susquehanna Office of Drug and Alcohol Programs, and United Neighborhood Centers of Northeastern Pennsylvania for drug and alcohol abuse treatment and prevention and other services, effective July 1, 2020 through September 30, 2021, paid with SOR grant funds at no cost to the County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the Marcellus Legacy Fund Mini Grant Payment of \$1,400.00 to Endless Mountains Heritage Region, Inc., for D&H Rail-Trail Wayfinding Signage.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Lathrop Township, parcel 240.00-1,007.00,008, in the name of Christine Wentz. Tax Claim received notification from Assessment that the mobile home owned by Christine Wentz was uninhabitable.
- Dimock Township, parcel 181.00-1,017.00,004, in the names of Holly Balmer and Robert Fritchman. Tax Claim received notification from Assessment that the mobile home had been removed from the premise to an unknown location.
- Apolacon Township, parcel 021.04-1,027.00,021, in the name of Misti Evans. Tax Claim received notification from Assessment that the mobile home owned by Misti Evans had been removed from the premise to an unknown location.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Shadow Technologies, Forty Fort, PA, for memory storage upgrade in the 911 call center, cost for equipment \$4,608.00 and engineering services \$900.00, paid with PEMA funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Shadow Technologies, Forty Fort, PA, for production and support services for CAD hosting, effective March 29, 2021 through March 28, 2022, total cost \$1,144.00, paid with PEMA funding.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Shadow Technologies, Forty Fort, PA for web filter services and software, effective March 10, 2021, through March 31, 2022, total cost \$6,949.25.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Shadow Technologies, Forty Fort, PA, for virtual server backup software, licensing, and maintenance, effective March 30, 2021 through March 29, 2022, total cost \$3,370.53.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Esri, Inc., Redlands, CA, for GIS Software Maintenance renewal, effective April 28, 2021 through April 27, 2022, total cost \$10,896.71.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Communications Electronics, Jessup, MD, for phone dialer, and phone dialing capability for the panic button system at the new Public Safety Center, total cost \$500.00, paid with PComp Safety Grant Program funds.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a sub-recipient agreement with Trehab for the administration of the Emergency Rental Assistance Program, effective March 10, 2021 through the completion of the program.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a sub-recipient agreement with Susquehanna County Housing and Redevelopment Authority for administration of the Emergency Rental Assistance Program, effective March 10, 2021 through the completion of the program.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a renewal contract with Dell, Inc., for warranty and maintenance on Dell server hardware, effective March 28, 2021 through March 28, 2022, total cost \$2,316.00.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a renewal contract with CCAP for web hosting, effective March 10, 2021 through March 10, 2022, total cost \$6,450.00.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a commitment with the Susquehanna County Overdose Reduction Efforts (SCORE) between the University of Pittsburgh, NEPA Community Health Care, Trehab Community Action Agency, Susquehanna County Career and Technology Center, and Susquehanna County Correctional Facility, for a 3-year grant commitment period.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve designating The Progress Authority, Towanda, PA, as the grantee for the RACP award for the New Milford Transload Facility.  
Second Commissioner Arnold. Ayes: Hall and Arnold, Nay Herschel. Motion Carried.

Motion by Commissioner Hall to ratify and accept the transfer of Daniel Mills from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective February 25, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated benefits, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Aiyana Brown from the position of full-time Corrections Sergeant/Shift Commander, effective March 10, 2021, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the resignation of Karl Knapp from the position of full-time Recycling Technician, effective March 1, 2021, per the recommendation of Jennifer Hibbard, Recycling Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the transfer of Ryan Kirgan from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.95 per hour, effective March 3, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall accept the resignation of Michael Skasko from the position of full-time Telecommunicator, effective March 24, 2021, per the recommendation of Bradley Ellsworth, Director of 911.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge, with regret, the resignation/retirement of Diana Snow from the position of Enforcement Specialist/Court Liaison, effective April 30, 2021, per the recommendation of President Judge Jason Legg.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge, with regret, the resignation of Breanna Bushong from the position of Establishment Specialist/Court Liaison, effective March 22, 2021, per the recommendation of President Judge Jason Legg.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Paul Richards, Windsor, NY, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 8, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Daryn Mingus, White Haven, PA, to the



open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 15, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Tina Polcheck, Great Bend, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 22, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2021-01, imposing a County-wide burn ban effective April 1, 2021 through May 1, 2021.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:28 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-05  
03/24/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

Michelle Granziano, Director of Children and Youth makes a statement regarding April as Child Abuse Prevention Month.

Andrea Venesky from The Children's Center is in attendance and thanks the Commissioners for the proclamation, making April as Child Abuse Prevention Month.

Kim Tuttle from The Women's Resource Center is also in attendance and gives thanks to the Commissioners for making April as Sexual Assault Awareness Month.

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 March 10, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 3/10/2021 for \$659,698.51 for General Expenses
- Cash disbursement Journal dated 3/17/2021 for \$223,762.85 for Net Wages
- Electronic Payment dated 3/9/2021 for \$100,000.00 for CHIRP Grant Funding
- EFTPS Payment dated 3/17/2021 for \$74,874.69 for Federal Payroll Taxes
- Electronic Payment dated 3/17/2021 for \$9,596.70 for State Withholding
- Electronic Payment dated 3/17/2021 for \$20,792.62 for Employee Retirement
- Electronic Payment dated 3/17/2021 for \$777.41 for PA SCU
- Cash Disbursement Journal dated 3/18/2021 for \$227,315.58 for General Expenses
- Cash Disbursement Journal dated 3/17/2021 for \$50,403.39 for Children and Youth
- Electronic Payment dated 3/19/2021 for \$100,000.00 for CHIRP Grant Funding
- Cash Disbursement Journal dated 3/23/2021 for \$842.30 for Jury Pay

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Jeanne Conklin, Human Resources, 2021 PA SHRM Legislative and Legal Conference, 4/30/2021, Virtual, Total Cost: \$75.00 Cost to County: \$75.00.
- Matthew Granick, Sherriff's Office, Axon EW Taser Instructor Certification, 4/7/2021, Honesdale, PA. Total Cost: \$395.00, Cost to County: \$395.00.
- Britney Darrow, Assessment, AAP 2021 Virtual Annual Conference Education Series, 5/5/2021, 5/6/2021, 5/11/2021, 5/12/2021, Virtual. Total Cost: \$300.00, Cost to County: \$300.00.
- Sarah Proof, Assessment, AAP 2021 Virtual Annual Conference Education Series, Act 319, 5/5/2021, 5/11/2021, Virtual. Total Cost \$150.00, Cost to County: \$150.00.
- Patricia Leach, Assessment, AAP Virtual Annual Conference Education Series, 5/5/2021, 5/6/2021, 5/11/2021, 5/12/2021, Virtual. Total Cost: \$200.00, Cost to County \$200.00.
- Emily McHale, Assessment, AAP 2021 Virtual Conference Education Series, 5/11/2021, Virtual. Total Cost \$50.00, Cost to County \$50.00.
- Samantha Wickizer-Edwards, Assessment, AAP 2021 Virtual Annual Conference Education Series, 5/5/2021, Virtual. Total Cost: \$50.00, Cost to County \$50.00.
- Ryan Tator, 911, CCAP PA GIS Conference, 5/11/2021-5/12/2021, Virtual. Total Cost \$50.00, Cost to County \$50.00.
- Gregory Rosar, SCCF, Taser Instructor Certification Course, 5/18/2021, Bath, NY, Total Cost \$375.00, Cost to County \$375.00.
- Austin Sampson, SCCF, Taser Instructor Certification Course, 5/18/2021, Bath, NY, Total Cost \$375.00, Cost to County \$375.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into an agreement with Ashburn Advisors, LLC, Scranton, PA, for RACP grant funding follow up requests, compliance and administration services, effective March 12, 2021, total cost \$95,000 payable upon receipt of RACP grant funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint the following to the Susquehanna County Tick Borne Diseases Task Force, effective March 30, 2021 through March 30, 2022.

Commissioner Elizabeth Arnold	County Government
Dr. Daniel Cameron	Lyme Disease Specialist
Dr. Clarence Mast, Jr. M.D.	Lyme Disease Specialist
Jane Osborne	Health Practitioner
Jacqueline Hart	Public Advocate
Phyllis Konstas	Public Advocate
Peter Baumann	President, Southern Tier Lyme Support Group

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the transfer of Ryan Kirgan from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective March 11, 2021 with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the transfer of Austin Vantassel from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective March 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the transfer of Gregory Rosar from the position of full-time Corrections Sergeant/Shift Commander to the open, full-time, non-union position of Corrections Sergeant/Training Officer, \$18.36 per hour, effective March 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into an agreement with T&S Tax, Inc., Montrose, PA, for general bookkeeping and accounting services, at a rate of \$55.00 per hour as needed.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-05, proclaiming April as Pennsylvania 811 Safe Digging Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-06, proclaiming April as Child Abuse prevention Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-07, proclaiming April as Sexual Assault Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-08, proclaiming April 11-17, 2021 as National Public Safety Telecommunicators Week.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall addresses questions that have been asked regarding our 2<sup>nd</sup> Amendment Rights.

In 2012, the Susquehanna County Commissioners were the first to pass a resolution used to protect our 2<sup>nd</sup> amendment rights. That resolution has been used across the state and country.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:08 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-06  
04/14/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Jessica Chiamonte                      Coroner's Office                      5 Years

Public Comment on agenda and non-agenda items:

A question is asked about employee health insurance to retirees.

Commissioner Hall suggested it is best to contact the director of Human Resource, Jeanne Conklin.

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 March 24, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Electronic Payment dated 3/25/2021 for \$13,435.20 for iLand Internet Solutions
- Cash Disbursement Journal dated 3/24/2021 for \$5,418.12 for PLIGIT
- Cash Disbursement Journal dated 3/25/2021 for \$286,461.85 for General Expenses
- Cash Disbursement Journal dated 3/31/2021 for \$1,294,654.93 for General Expenses
- Cash disbursement Journal dated 3/31/2021 for \$238,172.88 for Net Wages
- EFTPS Payment dated 3/31/2021 for \$79,781.50 for Federal Payroll Taxes
- Electronic Payment dated 3/31/2021 for \$10,144.76 for State Withholding
- Electronic Payment dated 3/31/2021 for \$20,821.28 for Employee Retirement
- Electronic Payment dated 3/31/2021 for \$677.41 for PA SCU
- Cash Disbursement Journal dated 4/1/2021 for \$1,420.42 for PLIGIT
- Cash Disbursement Journal dated 4/5/2021 for \$1,775.24 for PLIGIT
- Cash Disbursement Journal dated 4/6/2021 for \$90,079.75 for Children and Youth
- Cash Disbursement Journal dated 4/7/2021 for \$321,974.65 for General Expenses
- Cash Disbursement Journal dated 4/8/2021 for \$1,775.24 for PLIGIT
- Electronic Payment dated 4/12/2021 for \$400,000.00 for ERAP Grant Funding
- Electronic Payment dated 4/12/2021 for \$22,220.67 for Local Taxes
- Cash Disbursement Journal dated 4/14/2021 for \$234,078.39 for Net Wages
- EFTPS Payment dated 4/14/2021 for \$79,988.64 for Federal Payroll Taxes
- Electronic Payment dated 4/14/2021 for \$10,188.27 for State Withholding
- Electronic Payment dated 4/14/2021 for \$21,394.63 for Employee Retirement
- Electronic Payment dated 4/14/2021 for \$677.41 for PA SCU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Michael Borowski, GIS, PA GIS Conference, 5/11/2021- 5/12/2021, Virtual, Total Cost: \$50.00, Cost to County: \$50.00.
- Austin Sampson, SCCF, DOC Basic Training Academy, 4/5/2021- 4/17/2021, Elizabethtown, PA, Total Cost: \$614.80, Cost to County: \$614.80.
- Christopher St. Clair, SCCF, DOC Basic Training Academy, 4/5/2021- 4/17/2021, Elizabethtown, PA, Total Cost: \$430.00, Cost to County: \$430.00.
- Jeremy Shiptoski, SCCF, DOC Basic Training Academy, 4/5/2021 – 4/17/2021, Total Cost: \$430.00, Cost to County: \$430.00.
- Linda LaBarbera, Public Defender, Criminal Law Symposium 2021, 6/3/2021-6/4/2021, Virtual, Total Cost: \$575.00, Cost to County: \$575.00.
- Jair Novajosky, Assistant Public Defender, Criminal Law Symposium, 6/3/2021-6/4/2021, Virtual, Total Cost \$575.00, Cost to County \$575.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement for the sale and purchase of an agricultural easement between Denise Cobb, The Commonwealth of Pennsylvania, the Agricultural Land Board and Susquehanna County Conservation District Board for an agricultural

easement on property in Uniondale for \$12,111.00.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into a contract with MCM Consulting Group, Inc., State College, PA, for hazardous materials gap analysis and comprehensive report, effective April 1, 2021 through September 30, 2021, total price \$12,837.25, paid with HMEP Grant and LEPC Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise on Municibid for public bid on the following vehicles: 2015 MV1, VIN# 57WMS2C63FM10004 and 2015 MV1, VIN# 57WMS2C65FM100065.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau exoneration request: Great Bend Township, parcel 071.00-1,025.00,001, in the original owner's name of Brad Phillips, sold to Thomas Petroski, May 28, 2020. Tax Claim received notification from Assessment on March 1, 2021, and the mover, Ralph Mele, that the trailer had been removed from the parcel June 11, 2020. Tax Claim Requests all delinquent taxes associated with this parcel by exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the termination of Paul Richards from the position of part-time Corrections Officer, effective March 19, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Ariana Hagopian from the position of part-time Telecommunicator, effective March 26, 2021, per Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Tierstin Newhart from the position of full-time Deputy Sheriff, effective April 5, 2021, per Sheriff Lance Benedict.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Daryn Mingus from the position of part-time Corrections Officer, effective April 6, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Abigail Costley, Montrose, to the open, full-time, union-eligible position of Recycling Administrator, \$10.25 per hour, 40 hours per week, effective April 8, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Edward Bocan from the position of full-time Corrections Officer, effective April 9, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the termination of Katherine Stanziale from the position of full-time Deputy Sheriff, effective April 9, 2021, per Sheriff Lance Benedict.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the transfer of Stephanie Clark from the position of full-time 2<sup>nd</sup> Deputy – Recorder of Deeds/Register of Wills to the open, full-time, union-eligible position of 2<sup>nd</sup> Deputy Prothonotary/Clerk of Courts, \$12.45 per hour, effective April 12, 2021, 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 ratify and approve the hiring of Sean McDonald, Kirkwood, NY, to the open, full-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective April 12, 2021, 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 Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-09, proclaiming April 18-24 as Crime Victims' Rights Week in Susquehanna County.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Note: The 2020 Community Development Block Grant allocation for Susquehanna County has increased by \$45.00. The additional funding has been allocated to the Susquehanna Washington Street paving project.

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

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:12 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-07  
04/28/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:  
No public comment.

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 April 14, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Return to Commissioners Meeting at 9:03 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 4/14/2021 for \$349,486.43 for General Expenses
  - Cash Disbursement Journal dated 4/21/2021 for \$158,369.90 for General Expenses
  - Cash disbursement Journal dated 4/28/2021 for \$235,471.30 for Net Wages
  - EFTPS Payment dated 4/28/2021 for \$78,464.34 for Federal Payroll Taxes
  - Electronic Payment dated 4/28/2021 for \$10,050.42 for State Withholding
  - Electronic Payment dated 4/28/2021 for \$21,068.86 for Employee Retirement
  - Electronic Payment dated 4/28/2021 for \$677.41 for PA SCU
  - Cash Disbursement Journal dated 4/23/2021 for \$8,540.70 for PLIGIT
  - Cash Disbursement Journal dated 4/23/2021 for \$1,271.90 for UC2 Tax
  - Cash Disbursement Journal dated 4/20/2021 for \$35,896.79 for Children and Youth
- Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Stephanie Clark, Prothonotary/Clerk of Courts, New User Criminal Case Processing, 4/16/2021-4/23/2021, Mechanicsburg, PA, Total Cost: \$0, Cost to County: \$0.
- Jeanne Conklin, Commissioners, CCAP County Administration Conference, 6/2/2021-6/3/2021, Virtual, Total Cost: \$49.00, Cost to County: \$49.00.
- Rebekah Hubbard, Commissioners, CCAP County Administration Conference, 6/2/2021-6/3/2021, Virtual, Total Cost: \$49.00, Cost to County: \$49.00.
- Sandy Henry, Treasurer, County Treasurer's Convention, 6/15/2021-6/18/2021, DuBois, PA,



Total Cost \$850.00, Cost to County \$850.00.

- Jason Miller, Treasurer, County Treasurer's Convention, 6/15/2021-6/18/2021, DuBois, PA, Total Cost \$850.00, Cost to County \$850.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into an agreement between the Susquehanna County Commissioners, Susquehanna County Auditors, and Briechele Law Offices, Montrose, PA, for legal services at a cost of \$185.00 per hour plus reimbursable expenses, effective March 1, 2021.

Second Commissioner Herschel. Ayes: Commissioners Arnold and Herschel. Commissioner Hall abstains. Motion Carried

Motion by Commissioner Herschel to ratify and approve entering into a purchase of service agreement for Children and Youth with Jennifer Yarnell MCAT, PHD, Licensed Psychologist, Stillwater, PA, for child and welfare services as follows, effective July 1, 2019 through June 30, 2022.

Psychological Evaluation=\$500.00

MMPI=\$50.00

Mileage and Travel time \$.545/mile=\$100.00

Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement between the Lackawanna – Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program and Elizabeth A. Kippycash, Jefferson Township, PA, for early intervention, data collection, and physical therapy services, effective July 1, 2020, through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Pennsylvania Emergency Management Agency for implementation, monitoring, and upgrading of the NG911 system through ComTech SST, provided at no additional cost to the County, effective April 28, 2021, through December 6, 2027.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement between the Lackawanna – Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program and Wilkes-Barre Behavioral Hospital Company, LLC., Kingston PA, for crisis residential services, effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement of sale for a WSC-SRC Series IV Walk-In Storage Cooler for the Coroner Department in the new public safety building, total price \$10,154.90.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve change orders for the new public safety center, in the amount of \$209,670.01, paid with Act 13 funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between Susquehanna County and Teamsters Local 229, covering the Court Appointed Bargaining Unit, effective January 1, 2021 through December 31, 2024, per the recommendation of the Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the appointment of Jan Rosenkrans as an additional Susquehanna County Open Records Officer, effective May 1, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the resignation of Marci Young from the position of full-time Telecommunicator, effective April 15, 2021, per Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Gerardo Reyes, Wyalusing, PA, to the open, full-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective April 19, 2021, with a six-month probationary period and benefits according to the Jail bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Elizabeth Kelley from the position of Establishment Specialist/Court Liaison, effective April 30, 2021, per President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the termination of Elizabeth Janoski from the position of full-time Director of Planning, effective April 30, 2021, per Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Tiersten Newhart, Montrose, to the open, full-time, non-union position of County Detective, Office of the District Attorney, salary of \$35,000 per year, minimum 40 hours per week, effective April 29, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated benefits, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2015 Mobility Venture 1 – VIN# 57WMS2C63FM100064.

Bid awarded to Louris Ibrahim, East Brunswick, NJ in the amount of \$5,655.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2015 Mobility Venture 1 – VIN# 57WMS2C63FM100065.

Bid awarded to Louris Ibrahim, East Brunswick, NJ in the amount of \$8,405.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-10, proclaiming May as ALS Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-11, proclaiming May 6-12, 2021 as Nurses' Week Barnes Kasson Hospital.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-12, proclaiming May 6-12, 2021 as Nurses' Week Endless Mountains Health System.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-13, proclaiming May 6-12, 2021 as Nurses' Week NEPA Community Health Care.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-14, proclaiming May 2-8, 2021 as National Correctional Officers and Employees Week.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-15, proclaiming May as Mental Health Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-16, proclaiming May as Older Americans Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-17, proclaiming May as VHL Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-18, proclaiming May as Lyme Disease Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:21 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-08  
05/12/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

A question is asked regarding the dissolution of the Rail Authority.

Commissioner Hall states that it is an inactive authority with no current members.

Commissioner Herschel informs of the possibility of establishing a subcommittee under the progress authority.

It is asked if any significant changes occurred with the signing of the collective bargaining agreements?

Commissioner Hall answers in the affirmative, stating a 3% increase in wages and salary adjustments for union and non-union employees to match the salary study that was completed in 2019.

An update is requested on the new public safety building.

It is answered that the target date was moved to September due to the weather.

Commissioner Arnold states that the siding, brick laying, concrete, sheet rock and duct work are in progress.

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 April 28, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Return to Commissioners Meeting at 9:13 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 4/28/2021 for \$229,835.16 for General Expenses
- Cash Disbursement Journal dated 4/29/2021 for \$74,390.43 for General Expenses
- Cash Disbursement Journal dated 4/30/2021 for \$4,389.28 for Election Training Pay
- Cash Disbursement Journal dated 5/4/2021 for \$99,066.03 for Children and Youth
- Cash Disbursement Journal dated 5/5/2021 for \$597,910.66 for General Expenses
- Cash disbursement Journal dated 5/12/2021 for \$253,272.78 for Net Wages
- EFTPS Payment dated 5/12/2021 for \$87,252.85 for Federal Payroll Taxes
- Electronic Payment dated 5/12/2021 for \$11,015.88 for State Withholding
- Electronic Payment dated 5/12/2021 for \$22,288.71 for Employee Retirement
- Electronic Payment dated 5/12/2021 for \$1,275.11 for PA SCU

## Second Commissioner

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Bob Deluca, Richard Ainey, Richard Suraci, Auditors, Regional Meeting of County Auditors, 6/10/2021, Tunkhannock, PA, Total Cost: \$192.00, Cost to County: \$192.00.
- Macy Rudock, Voter Registration/Elections, Association of County Election Personnel, 6/3/2021-6/4/2021, Pocono Manor, PA, Total Cost: \$269.00, Cost to County: \$269.00.
- Margaret Krupinski, Prothonotary/Clerk of Courts, Prothonotary & Clerk of Courts Conference, 6/21/2021-6/25/2021, Lancaster, PA, Total Cost: \$1,379.00, Cost to County: \$1,379.00
- Ryan Kirgin, SCCF, Corrections Officer Basic Training, 5/17/2021-5/29/2021, Elizabethtown, PA, Total Cost \$614.80, Cost to County \$614.80.
- Matthew Snow, SCCF, Corrections Officer Basic Training, 5/17/2021-5/29/2021, Elizabethtown, PA, Total Cost \$400.00, Cost to County \$400.00.
- Donald Cronk, SCCF, Corrections Officer Basic Training, 5/17/2021-5/29/2021, Elizabethtown, PA, Total Cost \$400.00, Cost to County \$400.00.
- Stephen Janoski, IT, CCAP 2021 Virtual County Administration Conference, 6/2/2021-6/3/2021, Virtual, Total Cost \$49.00, Cost to County \$49.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve and sign the 2021 Susquehanna County Local Emergency Planning Committee By-Laws.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to sign a resolution to dissolve the Susquehanna County Rail Authority. The Resolution and paperwork will be filed with the Pennsylvania Department of State as required.

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

Motion by Commissioner Hall to approve a change order for Geo-Science Engineering & Testing, LLC, Jessup, PA, in the amount of \$17,000, for the new public safety building.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Molenko, Inc., Kingsley, PA, for the purchase of ten signs depicting Susquehanna County as a Purple Heart County, for use at various entry points in the County, at a total cost of \$2,000.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between Susquehanna County and Teamsters Local 229, covering the Court Related Bargaining Unit, effective January 1, 2021 through December 31, 2024, per the recommendation of the Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between Susquehanna County and Teamsters Local 229, covering the Residual Bargaining Unit, effective January 1, 2021 through December 31, 2024, per the recommendation of the Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between Susquehanna County and Teamsters Local 229, covering the Jail Bargaining Unit, effective January 1, 2021 through December 31, 2024, per the recommendation of the Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the pay plan increases for the non-bargaining unit employees, effective January 1, 2021 to include the escalation of the start rates per year.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Karen VanEtten from the position of full-time Case Aide, effective May 19, 2021, per Michelle Graziano, Director of Children and Youth Services.

Second Commissioner

Motion by Commissioner Hall to acknowledge the hiring of Wendy Carey, Montrose, to the open, full-time, union-eligible position of Domestic Relations Establishment Specialist/Court Liaison, \$14.42 per hour, 40 hours per week, effective May 24, 2021, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit 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 ratify and accept the termination of Tina Polcheck from the position of part-time Corrections Officer, effective May 5, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of John Giangrieco from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.35 per hour, effective June 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Jonathan Terry from the position of full-time 911 Systems & Public Safety Building IT Technician, effective May 20, 2021, per Bradley Ellsworth, Director of 911 and Stephen Janoski, Director of IT/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Clayton Whitney, New Milford, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective May 24, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2021-19, proclaiming May 16-22, 2021 as Emergency Medical Services Week.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-09  
05/26/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:  
Question and comment were asked about the hiring of Michael Briechle.  
Question was asked about the American Rescue Plan.  
Question was asked about the funding of True Friends.

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 May 12, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 5/12/2021 for \$2,296,049.57 for General Expenses
- Cash Disbursement Journal dated 5/19/2021 for \$1,178,991.82 for General Expenses
- Cash Disbursement Journal dated 5/12/2021 for \$5,563.23 for FNB Credit Cards
- Cash Disbursement Journal dated 5/19/2021 for \$52,871.65 for Children and Youth
- Cash Disbursement Journal dated 5/21/2021 for \$380,035.00 for Net Wages
- EFTPS Payment dated 5/21/2021 for \$144,518.75 for Federal Payroll Taxes
- Electronic Payment dated 5/21/2021 for \$16,693.67 for State Withholding
- Electronic Payment dated 5/21/2021 for \$33,521.70 for Employee Retirement
- Electronic Payment dated 5/21/2021 for \$1275.11 for PA SCU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve a change order for O&M Multitrade, Inc., for

\$2,633.72 for the new public safety building.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to purchase the assessment copier/printer from DLL Financial Solutions, Philadelphia, PA, at a price of \$3,424.81.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to support Section 1935 of the PA County Code, for appropriations to societies for the prevention of cruelty to animals by providing funding to True Friends Animal Welfare Center in the amount of \$50,000.00, paid from the General Fund.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into a contract with Optical Storage Solutions, Inc., Lebanon, PA, for software maintenance and support of Landex/Oracle database, at an annual cost of \$22,780.00, effective January 1, 2021 through December 31, 2021.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall for the purchase of portable radio equipment, including chargers, programming, and 5 years essential service for the Sheriff's department, the District Attorney's office, and the 911 center, total cost \$141,203.64, paid with DUI Funds, PCorp Grant Funds, PEMA funding, and department funds.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Shadow Technologies, Forty Fort, PA, for 3 Webex host licenses, effective June 23, 2021 through June 22, 2022, at a total cost of \$812.70, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the opening of an account for the Susquehanna County American Rescue Plan funding.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to renew the PCorp Insurance policy, effective June 1, 2021 through June 1, 2022, for a total cost of \$273,365.00.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Julie McGuigan from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.44 per hour, effective May 20, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Krystal Tighe, Thompson, to the open, full-time, union-eligible position of Telecommunicator 1, \$16.35 per hour, effective June 3, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of 911.  
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Michael Szekely, Susquehanna, to the open, full-time, non-union position of IT Technician, \$16.35 per hour, effective June 1, 2021,



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 IT/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Madeline Snell, Montrose, to the open, full-time, union-eligible position of 2<sup>nd</sup> Deputy Recorder of Deeds/Register of Wills, \$14.42 per hour, effective June 3, 2021, with a six-month probationary period and benefits according to the Court Related Bargaining Unit and the County Policy Manual, per the recommendation of Michelle Estabrook, Register of Wills and Recorder of Deeds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to rescind the motion of April 28, 2021 hiring Briechle Law Offices for the County Auditors office in the amount of \$185 per hour.

Note: Commissioner Herschel states she would like to research more avenues.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-10  
06/09/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Stephen Janoski	Director of IT/GIS Coordinator	5 years
Ian Smith	SCCF	10 years
Theodore Norton	SCCF	10 years

Public Comment on agenda and non-agenda items:

Question was asked about old jail and how it is being used.

Question was asked about a bike route.

Question and comment regarding Auditor Ainey's legal representation.

Question and comment regarding Director of Planning hiring.

Comment regarding Susquehanna County's tick task force.

Question and comment regarding a settled lawsuit.

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 May 26, 2021 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 9:07 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 5/26/2021 for \$241,820.14 for General Expenses
- Cash Disbursement Journal dated 6/3/2021 for \$497,779.78 for General Expenses
- Cash Disbursement Journal dated 6/1/2021 for \$35,187.08 for Election Pay
- Cash Disbursement Journal dated 6/3/2021 for \$86,217.56 for Children and Youth
- Wire Transfer Journal dated 5/26/2021 for \$190,000.00 for Progress Authority CHIRP Funding
- Cash Disbursement Journal dated 6/7/2021 for \$3,981.35 for FNB Credit Cards
- Cash Disbursement Journal dated 6/9/2021 for \$242,032.07 for Net Wages
- EFTPS dated 6/9/2021 for \$84,831.62 for Federal Payroll Taxes
- Electronic Payment dated 6/9/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 6/9/2021 for \$22,732.93 for Employee Retirement
- Electronic Payment dated 6/9/2021 for \$10,633.10 State Withholding

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into agreements with the Lackawanna-Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention program per the attached schedule.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to sign the Act 101, Section 902 Recycling Development and Implementation Grant Agreement with DEP for the amount of \$229,803.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with TimeClock Plus, Denver, Colorado, for software support and maintenance for time and attendance software, at a cost of \$579.83 for 90 days, effective June 11, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration requests:

- Ararat Township, parcel 153.00-1,097.00,002, in the name of SR Three, LLC. Tax Claim

received notification from assessment that the mobile home had been removed from the property to an unknown location. Tax Claim requests the delinquent 2020 taxes be exonerated.

- Brooklyn Township, parcel 183.00-1,012.01,000, now in the name of Brooklyn Township. Tax Claim received notification that Brooklyn Township Supervisors had purchased the above-named parcel in May, 2019. Tax Claim requests the delinquent taxes be exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise the request for proposals for Capacity Agreements for solid waste. Nestor Resources will handle the bid process.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to reappoint or appoint the following individuals to Northern Tier Regional Planning and Development Commission Advisory Committee:

Economic Development

- Bobbi Jo Turner
- Chris Brown
- John Kameen

Local Loan Review

- Joe Ferretti
- Rick Soden
- Keith Yurgosky

Rural Area Transportation

- Jack Conroy
- Alex Komar
- Alan M. Hall

NTRPDC Membership Executive Committee

- Elizabeth M. Arnold
- Alan M. Hall
- Judith Herschel
- Rick Soden

Local Elected Officials

- Elizabeth M. Arnold
- Alan M. Hall
- Judith Herschel

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement to participate in the Pennsylvania Medical Assistance Transportation Program (MATP) effective July 1, 2021 through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with the

Lackawanna/Susquehanna Office of Drug and Alcohol Programs for services per the attached schedule, for fiscal year 2021-2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Children and Youth Services and Concern Professional Services for Children, Youth, and Families, Fleetwood, PA, for services as outlined on Schedule F (attached), effective July 1, 2021, through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Patti Peltz, Harford, to the open, full-time, non-union position of Director of Planning, \$43,000 per year, effective June 21, 2021, 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 ratify and approve the hiring of Alivia Hughes, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective June 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Jeffery Hughes, New Milford, to the open, full-time, union-eligible position of Recycling Technician, \$12.02 per hour, 40 hours per week, effective June 21, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Agreement and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Todd Greenwood, Dimock, to the open, full-time, non-union position of 911/EMA Systems Technician, \$17.31 per hour, 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Sierra Grant, Rush, to the open, temporary, part-time, non-union, clerical position for doe permits, \$10.25 per hour, effective July 12, 2021, until the 2021 doe permits are finished, per the recommendation of Jason Miller, Treasurer.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Lauren Dick, Harford, to the open, temporary, part-time, non-union, clerical position for doe permits, \$10.25 per hour, effective July 12, 2021, until the 2021 doe permits are finished, per the recommendation of Jason Miller, Treasurer.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:15 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-11  
06/23/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

Question and comment regarding the drug court initiative.

Question and comment regarding paving projects throughout the county.

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 June 9, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 6/9/2021 for \$139,011.30 for General Expenses
- Cash Disbursement Journal dated 6/16/2021 for \$604,950.34 for General Expenses
- Cash Disbursement Journal dated 6/16/2021 for \$37,331.66 for Children and Youth
- Wire Transfer Journal dated 6/10/2021 for \$57,604.33 for Progress Authority CHIRP Funding
- Cash Disbursement Journal dated 6/14/2021 for \$4,800.01 for FNB Credit Cards
- Cash Disbursement Journal dated 6/17/2021 for \$238,866.46 for Net Wages
- EFTPS dated 6/17/2021 for \$81,186.47 for Federal Payroll Taxes
- Electronic Payment dated 6/17/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 6/17/2021 for \$22,145.65 for Employee Retirement
- Electronic Payment dated 6/17/2021 for \$10,282.63 State Withholding

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Sarah Proof, Emily McHale, Patricia Leach, Samantha Wickizer-Edwards, Assessment, NECAAP Meeting, Real Property Field Review, July 30, 2021, Tunkhannock, PA, Total Cost \$100.00, Cost to County \$100.00.
- Elizabeth Arnold, Commissioner, CCAP Annual Conference, August 1-4, 2021, Hershey, PA, Total Cost \$1,364.17, Cost to County \$1,364.17.
- Rebekah Hubbard, Chief Clerk, CCAP Annual Conference, August 1-4, 2021, Hershey, PA, Total Cost \$1,364.17, Cost to County \$1,364.17.
- Francis O'Connor, County Solicitor, CCAP Annual Conference, August 1-4, 2021, Hershey, PA, Total Cost \$1,364.17, Cost to County \$1,364.17.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the application for a State Opioid Response Grant for Drug Court initiative through PCCD, for a total of \$46,655.00, effective June 16, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Children and Youth Services and Integrative Counseling Services, PC, Scranton, PA, for Intake Evaluation and Individual Therapy at a cost of \$102.00/\$106.40 respectively, effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order from Visual Sound for \$2,250.00 for wiring changes in the EOC AV system.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Guyette Communications, Plymouth, PA, for dark room audio and visual equipment at the new public safety center, at a total cost of \$4,725.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Michael Gathany II, New Milford, to the open position of Summer Intern, \$17.00 per hour, 40 hours per week, not to exceed 360 hours through August, 2021, no benefits, per the recommendation of Linda LaBarbera, Public Defender.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the hiring of Molly Allen, Hallstead, to the open, full-time, union-eligible position of Enforcement Specialist/Court Liaison, \$14.42 per hour, 40 hours per week, effective June 14, 2021, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit 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 open and award, following the review of the Engineer, the bids for the Susquehanna County Paving Improvements Project and the Susquehanna County Bridge 4 Deck Overlay Project.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Note: Bids received:

Wayco, Inc	Pavement Imp.	\$388,486.00
New Enterprise Stone & Lime Co., Inc	Pavement Imp.	\$540,025.00
Fabcor, Inc	Bridge Deck Overlay	\$116,050.00
Minichi, Inc	Bridge Deck Overlay	\$99,000.00

Note: Winner will be announced on the county web page.

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

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:11 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-12  
07/14/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Sarah Proof	Assessment	5 years
Wendy Yardlosky	Clifford District Court	10 years
Rachel Carrico	Register & Recorder	15 years

Public Comment on agenda and non-agenda items:

Request for an update and comment regarding the bridge tolling in Susquehanna County.

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 June 23, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 6/23/2021 for \$73,726.86 for General Expenses
- Cash Disbursement Journal dated 6/30/2021 for \$361,853.45 for General Expenses
- Cash Disbursement Journal dated 7/8/2021 for \$537,348.23 for General Expenses
- Cash Disbursement Journal dated 7/6/2021 for \$227,735.59 for Net Wages
- Cash Disbursement Journal dated 7/7/2021 for \$17,223.90 for FNB Credit Cards
- EFTPS dated 7/6/2021 for \$78,639.37 for Federal Payroll Taxes
- Electronic Payment dated 7/6/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 7/6/2021 for \$21,970.69 for Employee Retirement
- Electronic Payment dated 7/6/2021 for \$9,941.60 State Withholding

Second Commissioner

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Jason Miller, Treasurer, Rebecca Wescott, Deputy Treasurer, Tax Claim Bureau Fall Conference, October 20-22, 2021, Cranberry Twp., PA, cost \$700.00, Cost to County \$700.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order for Urban Electrical Contractors for the new Public Safety Center Buildings A and B exterior lighting, panel, and transformers, including fire alarm revisions, total cost of \$2,776.44.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order for Pennsylvania Mechanical Systems Company for the new Public Safety Center, for installation of coolers, evaporators, and additional required equipment for the Coroner's Office, total cost of \$13,750.78, paid with Act 13 funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into a contract with Otis, West Palm Beach, Florida, for elevator maintenance and service, effective July 1, 2021 through June 30, 2022, total cost \$4,779.24.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase and service of a Ricoh IMC3500 printer/copier/scanner for the new Public Safety Center work area from Topp Business Solutions, total cost \$6,307.00, COSTARS pricing, paid with Act 13 funding, with a quarterly service cost of \$.0085 per page, effective July 8, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of 6 InFocus JTouch All-In-One-Computers, for Commissioners department, 911, EMA, and New Milford Courts, from Topp Business Solutions, total cost \$25,700.00, COSTARS pricing, paid with Act 13 funding, including hardware, software, installation and training, effective July 8, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into an Operating Agreement with the Pennsylvania Office of Child Development and Early Learning for the revised Infants, Toddlers,



and Families Medicare Waiver Operating Agreement, effective July 1, 2021, until amended or terminated by law.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a data sharing agreement with the United States Postal Service, for deliverable address data for NexGen 911 and addressing use, per the recommendation of Ryan Tator, GIS Public Safety and Systems Database Analyst.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Services for Children and Youth and Families United Network, Inc., Muncy, PA, for services as outlined on Schedule F (attached), effective July 1, 2021, through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Services for Children and Youth and KidsPeace National Centers, Inc., Schnecksville, PA, for services as outlined on Schedule F (attached), effective July 1, 2021, through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Services for Children and Youth and Integrative Counseling Services, PC, Scranton, PA for the following services, effective July 1, 2021 through June 30, 2022.

- Intake Evaluation - \$102.00 per Evaluation
- Individual Therapy - \$106.40 per session

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Anna Sherwood from the position of part-time Corrections Officer, effective June 15, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of William Tigue, Kingsley, to the open, full-time, union-eligible position of Telecommunicator 1, \$16.35 per hour, effective July 15, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Spenser Stoud from the position of Caseworker II, effective July 21, 2021, per Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Billie Gurnick, Hallstead, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective July 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jenna Wilson, Hallstead, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective July 5, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Billie Gurnick from the position of part-time Corrections Officer, effective July 5, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Jenna Wilson from the position of part-time Corrections Officer, effective July 5, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation/retirement of Rolly Brink, from the position of Prison Maintenance/Electrical/HVAC Technician, effective October 31, 2021, per James Hawley, Director of Public Facilities.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

NOTE: The bids opened at the July 23, 2021 meeting were awarded to:

Minichi, Inc. Bridge 4 Overlay Project \$99,000.00

Wayco, Inc. Pavement Improvements Project \$388,486.00

Bid Tabulation is attached.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:12 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-13  
07/28/2021

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

Room.

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

Comment is made about lightening strike that occurred the night prior.

Comment and response about Lackawanna/Susquehanna Office of Drug and Alcohol Programs allotted space.

Comment and response about change orders and progress of the new Public Safety Building.

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 July 14, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 7/14/2021 for \$806,165.17 for General Expenses
- Cash Disbursement Journal dated 7/21/2021 for \$456,610.75 for General Expenses
- Cash Disbursement Journal dated 7/13/2021 for \$108,117.24 for Children & Youth
- Cash Disbursement Journal dated 7/20/2021 for \$48,864.73 for Children & Youth
- Cash Disbursement Journal dated 7/15/2021 for \$248,785.59 for Net Wages
- EFTPS dated 7/15/2021 for \$84,796.22 for Federal Payroll Taxes
- Electronic Payment dated 7/15/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 7/15/2021 for \$23,079.53 for Employee Retirement
- Electronic Payment dated 7/15/2021 for \$10,652.03 State Withholding

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Anthony Catanzaro, Recycling, Forklift Trainer Certification, Virtual, Total Cost: \$149.00. Cost to County: \$149.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Memorandum of Understanding with the Lackawanna/Susquehanna Office of Drug and Alcohol Programs to provide office space to a LSODAP Employee in the County Office Building, effective July 28, 2021, through July 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to purchase one Ricoh IM550F Copy/Scan/Fax/Print for the 911 center from Topp Business Solutions, total cost \$3,015.00, COSTARS pricing, with a quarterly service cost of \$.0085 per page, effective July 28, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to purchase one Ricoh IM550F Copy/Scan/Fax/Print for the Susquehanna County Correctional Facility from Topp Business Solutions, total cost \$3,015.00, COSTARS pricing, with a quarterly service cost of \$.0085 per page, effective July 28, 2021. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into contract with JP Reilly Construction, L.P., for on-site availability of a sweeper truck and operator to maintain a clean road surface at the entrance of the Public Safety construction site at a cost of \$4,500 per week, as needed.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with Shadow Technologies, Forty Fort, for warranty and support at a cost of \$20,612.80 for the storage device at the Public Safety Center, effective August 1, 2021 through May 31, 2024.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order in the amount of \$4,785.69 for O&M Multitrade, Inc. for shower mount changes at the new Public Safety Center.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order in the amount of \$7,905.00 for Urban Electrical Contractors for a leak detection system in the Coroner's Building, new Public Safety Center.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order in the amount of \$36,192.00 for Urban Electrical Contractors for a leak detection system in the new Public Safety Center.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract between Susquehanna County Services for Children and Youth and Michael A. Church, PhD, Kingston, for Record Review Services at a cost of \$420.00 per hour and Client Evaluation Services at a cost of \$525.00 per hour, effective July 1, 2021 through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract between Susquehanna County Services for Children and Youth and The Devereux Foundation dba Devereux Advanced Behavioral Health, King of Prussia, for services as outlined on Schedule F (attached), effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract between Susquehanna County Services for Children and Youth and The Devereux Foundation dba Devereux Behavioral Health, King of Prussia, for services as outlined on Schedule F (attached), effective July 1, 2021 through June 30, 2022.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- New Milford Borough, parcel 090.14-1,003.00,001, in the name of William Thompson. Tax Claim received notification from Assessment that the mobile home had been removed

from the property. Tax Claim requests the delinquent 2018, 2019, and 2020 taxes be exonerated.

- Jackson Township, parcel 131.00-1,068.00,001, in the name of John J. Obrien. Tax claim received notification from Assessment that the mobile home had been demolished and removed from the parcel. Tax Claim requests the delinquent 2019 and 2020 taxes be exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with Zito Business, Coudersport, PA, for dedicated internet access at the Courthouse, effective July 28, 2021, though July 30, 2024, at a monthly cost of \$895.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a grant agreement with Pennsylvania Housing Finance Agency for the Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE), for the total grant allotted to Susquehanna County of \$625,000, effective June 10, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Ashley Sanborn from the position of full-time Telecommunicator, effective July 16, 2021, per Bradley Ellsworth, Director of 911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the resignation of Jeffrey Hughes from the position of full-time Recycling Technician, effective July 30, 2021, per Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the resignation of Kathryn Spence from the position of full-time 1<sup>st</sup> Deputy Prothonotary/Clerk of Courts, effective August 13, 2021, per Jan Krupinski, Prothonotary/Clerk of Courts.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:16a.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.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Darlene Sheridan	Juvenile Probation	10 Years
Lorraine Depew	District Attorney	20 Years
John Lester	Juvenile Probation	30 Years
Linda Daly	Domestic Relations	35 Years

Public Comment on agenda and non-agenda items:

No public comment.

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 July 28, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 7/28/2021 for \$312,334.71 for General Expenses
- Cash Disbursement Journal dated 8/4/2021 for \$258,228.99 for General Expenses
- Cash Disbursement Journal dated 7/28/2021 for \$248,484.50 for Employee Health Insurance
- Cash Disbursement Journal dated 8/3/2021 for \$78,268.68 for Children & Youth
- Cash Disbursement Journal dated 7/29/2021 for \$233,174.55 for Net Wages
- EFTPS dated 8/4/2021 for \$80,852.59 for Federal Payroll Taxes
- Electronic Payment dated 8/4/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 8/4/2021 for \$22,244.74 for Employee Retirement
- Electronic Payment dated 8/4/2021 for \$10,170.54 State Withholding
- Wire Transfer Payment dated 8/4/2021 for \$200,000.00 to Susquehanna County Housing Authority for ERAP Funding

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the following seminar or travel requests:

- Richard Suraci, Robert DeLuca, Rick Ainey, Auditors, Annual PSACA Conference, State College, PA, 9/19/2021 – 9/22/2021. Total Cost \$1,350.00. Cost to County \$1,350.00.
- Julie McGuigan, SCCF, PA DOC Basic Training Academy, Elizabethtown, Pa, 8/2/2021 – 8/18/2021, Total Cost \$1,244.40, Cost to County \$1,244.40.

- Sean MacDonald, SCCF, PA DOC Basic Training Academy, Elizabethtown, PA, 8/2/2021 – 8/18/2021, Total Cost \$690.00, Cost to County \$690.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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

- 2015 Ford E450 – 166,784 miles – VIN# 1FDFE4FS6FDA10556
- 2017 Ford E450 – 162,541 miles – VIN# 1FDFE4FS5GDC23334
- 2016 Ford E450 – 155,833 miles – VIN# 1FDFE4FS5GDC23337

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of 2 network switches with power supply, ports, and modules from Shadow Technologies, Forty Fort, PA, for a total of \$16,066.64, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve entering into a contract with Tyler Technologies, Latham, NY, for additional software including payroll tax table updates, at an annual cost of \$1,000.00, effective August 11, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement between Susquehanna County Services for Children and Youth and George Junior Republic Preventative Aftercare, Grove City, PA, for the following services, effective July 1, 2021 through June 30, 2022.

- Family Preservation - \$51.93 per diem
- Life Skills - \$31.09 per diem

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to enter into a contract with RBA Professional Data Systems, Inc., State College, PA, for tax billing and collection software system (current year taxes) and tax claim software system for prior years taxes, effective August 12, 2021 and ending upon written termination notice by either party, for a one-time setup cost of \$58,750.00 and annual maintenance of \$11,250.00 for current year taxes, and one time setup cost of \$80,850.00 and annual maintenance of \$17,500.00 for prior year taxes.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to enter into an agreement with CCAP to participate in the Sylint Cyber Security Program through July 31, 2022, at a cost of \$1500.00, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to give authority to Jennifer Hibbard, Recycling Coordinator, to open the Disposal Capacity Proposals as received and forward to the consultant, Nestor Resources, for review.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve a change order from WH Lane, Inc., for revised flooring in building A&B for a total of \$14,410.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and acknowledge the resignation of Wendy Carey from the position of full-time Establishment Specialist/Court Liaison, effective July 28, 2021, per President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and acknowledge the hiring of George Morin, Benton, PA, to the open, union-eligible position of full-time Deputy Sheriff, \$17.31 per hour, effective August 2, 2021, 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 Sheriff Lance Benedict.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and acknowledge the resignation of Madeline Snell from the position of full-time 2<sup>nd</sup> Deputy Recorder of Deeds/Register of Wills, effective August 6, 2021, per Michelle Estabrook, Register of Wills and Recorder of Deeds.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and acknowledge the hiring of Troy Anderson, Montrose, to the open, union-eligible position of full-time 2<sup>nd</sup> Deputy Recorder of Deeds/Register of Wills, \$14.42 per hour, effective August 9, 2021, 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 Michelle Estabrook, Register of Wills and Recorder of Deeds.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to acknowledge the transfer of Kaelin Shiptoski from the position of full-time Assistant Director of Domestic Relations to the open, non-union position of full-time 1<sup>st</sup> Deputy Prothonotary/Clerk of Courts, \$36,000 annually, effective August 23, 2021, with a six-month probationary period and benefits according to 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 Daniel Mills from the position of full-time Corrections Sergeant/Shift Commander, effective September 6, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept the resignation of Clayton Whitney from the position of part-time Corrections Officer, effective July 27, 2021, per Warden Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the transfer of Ronald Gregory from the position of full-time Recycling Center/Prison Maintenance Utility Technician to the open, union-eligible position of full-time Prison Maintenance/Electrical/HVAC Technician, \$18.41 per hour, effective November 1, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit, per the recommendation of James Hawley, Director of Public Facilities.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.



Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:10 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-15  
08/25/2021

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:  
Question and comment regarding progress on the new Public Safety Building.  
Question and comment regarding Harford Fair.

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 August 11, 2021 Commissioners' Meeting.  
Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 8/12/2021 for \$435,604.67 for General Expenses
  - Cash Disbursement Journal dated 8/18/2021 for \$1,366,797.28 for General Expenses
  - Cash Disbursement Journal dated 8/20/2021 for \$58.00 for General Expenses
  - Cash Disbursement Journal dated 8/13/2021 for \$1,027.66 for Jury Pay
  - Cash Disbursement Journal dated 8/17/2021 for \$64,857.46 for Children & Youth
  - Cash Disbursement Journal dated 8/13/2021 for \$236,377.49 for Net Wages
  - EFTPS dated 8/13/2021 for \$80,146.88 for Federal Payroll Taxes
  - Electronic Payment dated 8/13/2021 for \$1,275.11 for PA SCDU
  - Electronic Payment dated 8/13/2021 for \$29,944.90 for Employee Retirement
  - Electronic Payment dated 8/13/2021 for \$10,111.11 State Withholding
  - Cash Disbursement Journal dated 8/23/2021 for \$1,396.70 for Jury Pay
  - Cash Disbursement Journal dated 8/23/2021 for \$17,238.81 for FNB Credit Cards
- Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the following seminar requests:

- Todd Greenwood, 911/EMA, Northeast Task Force/Cyber Security, Pike County EMA, 8/30/2021, Total Cost \$0, Cost to County \$0.  
Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the purchase of 20 Kenwood Portable Radios with mics from Long Communications, Troy, PA, for use at the Susquehanna County Correctional Facility, for a total cost of \$9,180.00 paid with Act 13 funding.  
Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the resignation of John Giangrieco from the position of full-time Corrections Officer, effective August 26, 2021, per Warden Bruce Hall.  
Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to acknowledge the hiring of Shannon Barnum, Little Meadows, PA, to the open, union-eligible position of full-time Establishment Specialist/Court Liaison, \$14.42 per hour, effective August 30, 2021, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit 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 acknowledge the transfer of Brittany Hartman from the position of full-time Collections/Compliance Enforcement Officer, to the open, union-eligible position of Probation Officer Drug Court, \$18.00 per hour, effective September 1, 2021, 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 hiring of Timothy Delany, Thompson, PA, to the open, union-eligible position of part-time Corrections Officer, \$16.35 per hour, effective September 7, 2021, 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 Bruce Hall.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to acknowledge the hiring of John Vachino, Clarks Summit, to the open, part-time, non-union position of County Detective/Substitute SRO, effective August 25, 2021, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to acknowledge the hiring of Rebecca Warner, Montrose, to the open, part-time, non-union position of County Detective/Substitute SRO, effective August 25, 2021, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to review and award the bid on the 2015 Ford E450 - VIN# 1FDFE4FS6FDA10556.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Note: Bid winner. N. Gardner \$5,700

Motion by Commissioner Hall to review and award the bid on the 2016 Ford E450- VIN# 1FDFE4FS5GDC23337.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Note: Bid winner. N. Gardner \$6,101

Motion by Commissioner Hall to approve the 2022 Holiday Schedule.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-20, Proclaiming September as Hunger Action Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-21, Proclaiming September as Recovery Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-22, September as Emergency Preparedness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-23, September as Suicide Prevention Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-24, August 31, 2021 as Overdose Awareness Day.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve Proclamation 2021-25, August 26, 2021 as Women's Equality Day.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:20 a.m.

ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners

CS 21-15  
08/25/2021

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

Pledge of Allegiance to the Flag.

## Moment of Silence

Present: Commissioners Arnold, Hall and Herschel.

Public Comment on agenda and non-agenda items:

Question and comment regarding progress on the new Public Safety Building.

Question and comment regarding Harford Fair.

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 August 11, 2021 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 8/12/2021 for \$435,604.67 for General Expenses
- Cash Disbursement Journal dated 8/18/2021 for \$1,366,797.28 for General Expenses
- Cash Disbursement Journal dated 8/20/2021 for \$58.00 for General Expenses
- Cash Disbursement Journal dated 8/13/2021 for \$1,027.66 for Jury Pay
- Cash Disbursement Journal dated 8/17/2021 for \$64,857.46 for Children & Youth
- Cash Disbursement Journal dated 8/13/2021 for \$236,377.49 for Net Wages
- EFTPS dated 8/13/2021 for \$80,146.88 for Federal Payroll Taxes
- Electronic Payment dated 8/13/2021 for \$1,275.11 for PA SCDU
- Electronic Payment dated 8/13/2021 for \$29,944.90 for Employee Retirement
- Electronic Payment dated 8/13/2021 for \$10,111.11 State Withholding
- Cash Disbursement Journal dated 8/23/2021 for \$1,396.70 for Jury Pay
- Cash Disbursement Journal dated 8/23/2021 for \$17,238.81 for FNB Credit Cards

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the following seminar requests:

- Todd Greenwood, 911/EMA, Northeast Task Force/Cyber Security, Pike County EMA, 8/30/2021, Total Cost \$0, Cost to County \$0.

Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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Second Commissioner Herschel. Ayes: Unanimous. Motion carried.

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ATTEST:

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Rebekah Hubbard, Chief Clerk

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Susquehanna County Commissioners