

IJ 01-2022  
01/04/2022

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O'Malley.

Motion by Commissioner Hall to appoint Sheriff Benedict as Chairman for a two-year term. Second by District Attorney O'Malley. Ayes: Unanimous. Motion carried.

Motion by Sheriff Benedict to appoint Commissioner Hall as Vice Chairman for a two-year term. Second by District Attorney O'Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the December 7, 2021 Susquehanna County Prison Board meeting. Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Prison Census:

<u>December 2021 Prison Census</u>			
Prisoners	Male	Female	Total
Total Population	58	9	67
Regular Inmates	55 (3 State)	9 (0 State)	67 (3 state)
Average Daily Population	59	12	71
Work Release Inmates	2	0	2
County Work Program	5 2 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	5
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	1
Boarded Out	0 (0 Wayne)	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0

Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	28	5	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden’s December 2021 report on the Jail Census and Personnel Report.

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

Motion by Commissioner Hall to approve the Susquehanna County Correctional Facility Inmate Handbook as presented to the Board, per the recommendation of Warden Jeffrey Hindman.

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

Motion by Commissioner Hall to ratify and approve the hiring of Casmer Bielby, Susquehanna, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective December 6, 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 Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Casmer Bielby from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.35 per hour, effective December 30, 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 Jeffrey Hindman.

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

Motion by Commissioner Hall to ratify and approve the termination of Jordan Holtzman from the position of part-time Corrections Officer, effective December 13, 2021, per Warden Jeffrey Hindman.

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

Boarding-in/income/fines/ Domestic for the month of December 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1705.00
Wayne County	\$ 0.00
Room/Board fees	\$ 480.00

Fines and Court fees	\$ 1310.00
Domestic Relations	\$ 250.00

Public Comment:

Discussion ensues regarding what is “essential” for covid protocol.

Motion by Commissioner Hall to close the Prison Board Meeting.  
 Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:49 am.

Attest:

Approved:

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 Rebekah Hubbard, Chief Clerk

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 Sheriff Lance Benedict, Chairman

IJ 02-2022  
 02/01/2022

Sheriff Benedict called the meeting to order at 8:29 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, and District Attorney O’Malley.

Motion by Commissioner Hall to approve the minutes of the January 4, 2022 Susquehanna County Prison Board meeting.  
 Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Prison Census:

January 2022 Prison Census			
Prisoners	Male	Female	Total
Total Population	57	10	67
Regular Inmates	54 (3 state)	10 (0 State)	64 (3 state)
Average Daily Population	59	11	70
Work Release Inmates	2	0	2
Average Length of Stay	22 days	21 days	22 days
County Work Program	6 3 Recycle Center	0	6

	3 trustee kitchen/laundry	0 trustee kitchen/laundry	
Boarded In	0 (0 Wyoming, 0 Wayne, 0 Lack.)	0 (0 Wyoming 0 Lackawanna)	0
Boarded Out	1 (1 Lackawanna)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	29	4	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden's January 2022 report on the Jail Census and Personnel Report.

Second by District Attorney O'Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Jacob Peck from the position of part-time Corrections Officer to the open, full-time, union-eligible position of Corrections Officer, \$16.44 per hour, effective December 10, 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 Jeffrey Hindman.

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

Boarding-in/income/fines/ Domestic for the month of January 2022 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 770.00
Wayne County	\$ 0.00
Room/Board fees	\$ 420.00
Fines and Court fees	\$ 1020.00

Domestic Relations

\$ 200.00

Public Comment:

Warden Hindman gives update on COVID cases.

Motion by Commissioner Hall to close the Prison Board Meeting.

Second by District Attorney O'Malley. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:33 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 03-2022

03/01/2022

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold and Herschel, and President Judge Legg.

Motion by Commissioner Arnold to approve the minutes of the February 1, 2022 Susquehanna County Prison Board meeting.

Second by Sheriff Benedict. Ayes: Commissioner Arnold and President Judge Legg. Abstain: Commissioner Herschel.

Prison Census:

February 2022 Prison Census			
Prisoners	Male	Female	Total
Total Population	54	12	66
Regular Inmates	51 (3 State)	12 (0 State)	63 (3 state)
Average Daily Population	56	11	67
Work Release Inmates	2	0	2
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	0 (0 Wyoming, 0 Wayne, 0 Lack.)	0 (0 Wyoming 0 Lackawanna)	0

Boarded Out	1 (1 Lackawanna)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	30	2	32
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by President Judge Legg to approve the Warden's February 2022 report on the Jail Census and Personnel Report.

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

Motion by President Judge Legg to ratify and approve the transfer of Melissa McCloskey from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$17.87 per hour, effective February 11, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

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

Motion by President Judge Legg to ratify and approve the transfer of Michelle Collett from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$17.87 per hour, effective February 10, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Aye: Unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and accept the resignation of Penny Alden from the position of full-time Corrections Officer, effective February 10, 2022, per Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Boarding-in/income/fines/ Domestic for the month of February 2022 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 500.00
Fines and Court fees	\$ 1090.00
Domestic Relations	\$ 320.00

Public Comment:

Warden Hindman gives update on recent mask mandate.

Motion by Commissioner Herschel to close the Prison Board Meeting.  
Second by Sheriff Benedict. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:52 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 04-22  
4/05/2022

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Hall and Herschel, President Judge Legg, and District Attorney O'Malley.

Motion by Commissioner Hall to approve the minutes of the March 1, 2022 Susquehanna County Prison Board meeting.

Second by Commissioner Herschel. Ayes: Sheriff Benedict, Commissioner Hall, Commissioner Herschel, District Attorney O'Malley. President Judge Legg Abstains. Motion Carried.

Prison Census:

March 2022 Prison Census			
Prisoners	Male	Female	Total
Total Population	47	11	58
Regular Inmates	47 (0 State)	11 (0 State)	58 (0 state)

Average Daily Population	49	12	61
Average Length of Stay	20 days	20 days	20 days
Recidivism Rate	77%	82%	78%
Work Release Inmates	2	2	4
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	0 (0 Wyoming, 0 Wayne, 0 Lack.)	0 (0 Wyoming 0 Lackawanna)	0
Boarded Out	1 (1 Lackawanna)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	29	1	30
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden's March 2022 report on the Jail Census and Personnel Report.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall. to ratify and approve the termination of Jonathan Oropallo from the position of full-time Corrections Officer, effective February 23, 2022, per Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by President Judge Legg to ratify and approve the termination of Alivia Hughes from the position of part-time Corrections Officer, effective February 27, 2022, per Warden Jeffrey Hindman.



Second by Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Andrew Reynolds from the position of full-time Corrections Officer, effective March 26, 2022, per Warden Jeffrey Hindman.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic Relations for the month of March 2022 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 660.00
Fines and Court fees	\$ 1546.75
Domestic Relations	\$ 150.00

Public Comment:

Discussion was held regarding staffing needs at the Jail.

Discussion was held regarding boarding fees at the jail.

Motion by President Judge Legg to increase the boarding fees to \$70.00 per day.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall discusses bringing in a consultant to review best practices at the jail.

Discussion is held regarding training of Officers at the jail. A proposal from Lexipol is discussed to increase training opportunities.

Motion by President Judge Legg to approve the Lexipol contract subject to Solicitor review.

Second Commissioner Herschel. Ayes: Sheriff Benedict, Commissioner Hall, Commissioner Herschel, President Judge Legg. Nay: District Attorney O'Malley. Motion Carried.

Motion by Commissioner Hall to close the Prison Board Meeting.

Second by District Attorney O'Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:46 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 05-22  
05/03/2022

Sheriff Benedict called the meeting to order at 08:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O'Malley.

Motion by Commissioner Hall to approve the minutes of the April 5, 2022 Susquehanna County Prison Board meeting.

Second by President Judge Legg. Ayes: Commissioner Herschel, Sheriff Benedict, District Attorney O'Malley. Commissioner Arnold Abstains. Motion Carried.

Prison Census:

April 2022 Prison Census			
Prisoners	Male	Female	Total
Total Population	37	6	43
Regular Inmates	37 (0 State)	6 (0 State)	43 (0 state)
Average Daily Population	43	10	53
Average Length of Stay	19 days	14 days	18 days
Recidivism Rate	81%	100%	84%
Work Release Inmates	2	1	3
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	0 (0 Wyoming, 0 Wayne, 0 Lack.)	0 (0 Wyoming 0 Lackawanna)	0
Boarded Out	0 (0 Lackawanna)	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0

Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	28	1	29
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden’s April 2022 report on the Jail Census and Personnel Report.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Michael Brennan from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$17.87 per hour, effective May 16, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic for the month of April 2022 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 840.00
Fines and Court fees	\$ 1331.25
Domestic Relations	\$ 0.00

Public Comment:

Warden Hindman expressed his gratitude for everyone’s continued support.

Lieutenant Brown discussed updated training for new employees and current staff.

Commissioner Herschel discussed bringing in a Forensic Case Manager through Trehab.

Sheriff Benedict discussed inmates participating in community service.

Motion by Commissioner Hall to close the Prison Board Meeting.

Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8 :50 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 06-22  
6/7/2022

Sheriff Benedict called the meeting to order at 830 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O'Malley.

Motion by Commissioner Hall to approve the minutes of the June 7, 2022 Susquehanna County Prison Board meeting.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Prison Census:

May 2022 Prison Census			
Prisoners	Male	Female	Total
Total Population	43	8	51
Regular Inmates	43 (0 State)	8 (0 State)	51 (0 state)
Average Daily Population	41	8	49
Average Length of Stay	19 days	13 days	18 day AVERAGE
Recidivism Rate	74%	63%	73%
Work Release Inmates	1	1	2
County Work Program	7 4 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	7
Boarded In	0 (0 Wyoming, 0 Wayne, 0 Lack.)	0 (0 Wyoming 0 Lackawanna)	0
Boarded Out	0 (0 Lackawanna)	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1

State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	29	0	29
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden's May 2022 report on the Jail Census and Personnel Report.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Steven Ingman, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$16.39 per hour, effective June 2, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Brooke Sampson, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$16.39 per hour, effective June 2, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Dominick Brady, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$16.39 per hour, effective June 2, 2022, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Vincent Chiamonte, New Milford, to the open, non-union, full-time position of Deputy Warden, \$59,000 per year, effective June 21, 2022, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic for the month of May 2022 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 620.00
Fines and Court fees	\$ 1360.00
Domestic Relations	\$ 0.00

Public Comment:

Warden reports better staffing numbers.  
Maryann Colbert reports on the new residential treatment facility that is opening this week. Discussion is held regarding the specifics.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:45 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

