Susquehanna County Commissioners
October 28, 2026
Agenda

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

Pledge of Allegiance to the Flag

Moment of Silence

Present: Commissioners Hall, Darrow, McNamara

Public Comment on agenda and non-agenda items:

1. **Motion by Commissioner to close public comment.**
   Second by Commissioner

2. **Motion by Commissioner to approve the minutes of the October 14, 2026, Commissioners' Meeting with the amendment to item #20, changing Mackenzie Wilbur's effective date for resignation from October 7, 2026 to October 6, 2026.**
   Second by Commissioner

3. **Motion by Commissioner to recess the Commissioners' Meeting and open the Salary Board Meeting.**
   Second by

   Returned to the Commissioners' Meeting at a.m.

4. **Motion by Commissioner to ratify and approve the following:**
   - **Cash Disbursement Journal dated 10/14/2026 for $679,588.70 for General Expenses and Children & Youth**
   - **Cash Disbursement Journal dated 10/22/2026 for $472,954.65 for General Expenses**
   - **Cash Disbursement Journal dated 10/15/2026 for $238,105.87 for Net Wages**
   - **Electronic Payment dated 10/15/2026 for $158.61 for PA SCDU**
   - **EFTPS dated 10/15/2026 for $77,121.13 for Federal Payroll Taxes**
   - **Electronic Payment dated 10/15/2026 for $26,190.96 for Employee Retirement**
   - **Electronic Payment dated 10/15/2026 for $10,071.93 for State Withholding**
   - **Electronic Payment dated 10/15/2026 for $161.94 for PA Department of Revenue**
   - **Electronic Payment dated 10/21/2026 for $1,720.00 for Wire Transfer**
   - **Cash Disbursement Journal dated 10/19/2026 for $3,550.00 for Election Worker Training Pay**

   Second by Commissioner

5. **Motion by Commissioner to approve the following seminar and travel requests:**

- **Ashley Waldron, Adult Probation, EBP Overview Training, Scranton, PA, 10/15/2026. Total Cost: $30.00. Cost to County: $30.00.**
- **Christopher Fleetwood, Voter Registrations, Elections & Passports, AEPCEP December Meeting, Grantville, PA, 12/3/2026-13/4/2026. Total Cost: $305.00. Cost to County: $305.00.**

Second by Commissioner

6. **Motion by Commissioner to approve Proclamation 2026-30, proclaiming November 4-11, 2026 as Operation Green Light for Veterans in Susquehanna County.**
   Second by Commissioner

7. **Motion by Commissioner to approve Proclamation 2026-31, proclaiming November 15, 2026 as America Recycles Day in Susquehanna County.**
   Second by Commissioner

8. **Motion by Commissioner to approve Resolution 2026-14, authorizing the filing of a proposal for Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds.**
   Second by Commissioner

9. **Motion by Commissioner to approve Resolution 2026-15, entering into a Cooperation Agreement with the Susquehanna County Housing/Redevelopment Authority for administration of the Pennsylvania Housing Affordability and Rehabilitation Enhancement Program.**
   Second by Commissioner

10. **Motion by Commissioner to approve entering into a purchase of service agreement between Susquehanna County Children and Youth Services and United Charities, Inc., West Hazleton, PA for child welfare services at per diem rate of $212.00 per day for the Group Home program and $250.00 per day for the Supervised Independent Living program, effective July 1, 2026, through June 30, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.**
    Second by Commissioner

11. **Motion by Commissioner to approve entering into a purchase of service agreement between Susquehanna County Children and Youth Services and Valley Youth House Committee, Inc., Bethlehem, PA for child welfare services, per the attached fee schedule, effective July 1, 2026, through June 30, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.**
    Second by Commissioner

12. **Motion by Commissioner to approve entering into a purchase of service agreement between Susquehanna County Children and Youth Services and JusticeWorks Youthcare, Pittsburgh, PA, for child welfare services, per the attached fee schedule, effective July 1, 2026, through June 30, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.**
    Second by Commissioner

13. **Motion by Commissioner to approve entering into a purchase of service agreement between Susquehanna County Children and Youth Services and Abraxas Group, LLC., Pittsburgh, PA, for child welfare services, per the attached fee schedule, effective July 1, 2026, through June 30, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.**
    Second by Commissioner

14. **Motion by Commissioner to approve entering into an equipment maintenance agreement with Tu-Way Mobile Communications, Inc., Bethlehem, PA, for CHE and EsiNet maintenance at a total cost of $149,980.63, paid for with PEMA and 911 Funding, effective January 1, 2027, through December 31, 2027, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.**
    Second by Commissioner

15. **Motion by Commissioner to approve entering into an agreement with Electask, LLC., for Poll Worker Hub software licensing, effective October 28, 2026 through October 27, 2031, at an annual cost of $4,550.00, paid for with Act 88 grant funds, per the recommendation of Chris Fleetwood, Director of Elections, Voter Registration, and Passport Processing.**
    Second by Commissioner

16. **Motion by Commissioner to ratify and approve entering into a contract with Capital Area Communications for the purchase and installation of a combiner for the Susquehanna Tower Site, at a total cost of $30,071.06, effective October 19, 2026, per the recommendation of Ryan Tator, Direct of Public Safety/GIS and Systems Database Analyst.**
    Second by Commissioner

17. **Motion by Commissioner to approve entering into a pilot agreement with Beam Up US, Inc., for caseworker transcription software, at a total cost of $5,000.00, effective November 2, 2026 through January 31, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.**
    Second by Commissioner.

18. **Motion by Commissioner to approve the purchase of priority supporting membership renewal for the Public Safety Center and the Courts from Automated Lifestyles at a total cost of $4,843.50, per the recommendation of Stephen Janoski, IT Director and GIS Coordinator.**
    Second by Commissioner

19. **Motion by Commissioner to ratify and approve the additional duties of firearms instructor to Matthew Granick, Assistant Chief Deputy Sheriff/Task Force for an additional $1.00 per hour, effective October 1, 2026, per the recommendation of Sheriff John Oliver.**
    Second by Commissioner

20. **Motion by Commissioner to ratify and approve the additional duties of firearms instructor to Joshua Heckman, Deputy Sheriff for an additional $1.00 per hour, effective October 1, 2026, per the recommendation of Sheriff John Oliver.**
    Second by Commissioner

21. **Motion by Commissioner to acknowledge the hiring of Tierstin Kanna to the open, non-union position of Part-Time Detective/D.A.R.E Instructor, $20.60 per hour, with a six-month probationary period and benefits according to the County Policy Manual, effective January 1, 2027, through May 30, 2027, per District Attorney Marion O'Malley.**
    Second by Commissioner

22. **Motion by Commissioner to acknowledge the hiring of Gregory Deck to the open, non-union position of Part-Time Detective/D.A.R.E Instructor, $20.60 per hour, with a six-month probationary period and benefits according to the County Policy Manual, effective January 1, 2027, through May 30, 2027, per District Attorney Marion O'Malley.**
    Second by Commissioner

23. **Motion by Commissioner to acknowledge, with regret, the resignation of Amanda Stockholm from the position of 2nd Deputy Prothonotary/Clerk of Courts, effective November 6, 2026 per Prothonotary/Clerk of Courts Jan Krupinski.**
    Second by Commissioner

24. **Motion by Commissioner to approve the transfer of Samantha Barnhart from the position of Human Resource Coordinator/Payroll & Accounting Clerk to the open, non-union position of Human Resource & Budget Coordinator/Trainer, grade 9, $31.19/hour with a six-month probationary period and benefits according to the County Policy Manual, effective October 29, 2026 per the recommendation of Rebekah Hubbard, Chief Clerk.**
    Second by Commissioner

25. **Motion by Commissioner to approve the transfer of Christine Harder from the position of Jail Accounts Manager to the open, non-union position of Inmate & Reentry Coordinator, grade 6, $28.26/hour with a six-month probationary period and benefits according to the County Policy Manual, effective October 29, 2026, per the recommendation of Rebekah Hubbard, Chief Clerk.**
    Second by Commissioner

Commissioner declared the Commissioners' Meeting adjourned at a.m.