

**Susquehanna County Commissioners
August 26, 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 August 12,
2026, Commissioners' Meeting.
Second by Commissioner**
- 3. Motion by Commissioner to recess the Commissioners Meeting and
open the Salary Board Meeting.
Second by Commissioner**

Returned to Commissioners Meeting at a.m.

- 4. Motion by Commissioner to ratify and approve the following:**
 - Cash Disbursement Journal dated 8/12/2026 for \$72,440.90 for Children & Youth**
 - Cash Disbursement Journal dated 8/13/2026 for \$114,612.37 for General Expenses**
 - Cash Disbursement Journal dated 8/14/2026 for \$9,805.31 for FNB Credit Cards**
 - Cash Disbursement Journal dated 8/20/2026 for \$37,834.98 for General Expenses**
 - Cash Disbursement Journal dated 8/21/2026 for \$249,382.76 for Net Wages**
 - Electronic Payment dated 8/21/2026 for \$158.61 for PA SCDU**
 - EFTPS dated 8/21/2026 for \$84,014.71 for Federal Payroll Taxes**
 - Electronic Payment dated 8/21/2026 for \$26,519.33 for Employee Retirement**
 - Electronic Payment dated 8/21/2026 for \$10,610.18 for State Withholding****Second by Commissioner**
- 5. Motion by Commissioner to approve the following seminar and travel requests:**
 - Rebekah Hubbard, Commissioners Office, various CCAP Key Leadership Trainings, Zoom/Scranton, PA, 9/29/2026/10/14/2026. Total Cost: \$0.00. Cost to County: \$0.00.**
 - Sarah Seamans, Patricia Leach, Alyssa Sanguinito, and Emily Freeman, Assessment, NECAAP Chapter Meeting, Gibson Safety Building, 9/18/2026. Total Cost: \$120.00. Cost to County: \$120.00.**

- Stephen Janoski, IT, CCAP Quarterly IT Meeting, Harrisburg, PA, 9/14/2026. Total Cost: \$380.00. Cost to County: \$380.00.
- Nathaniel Wallace, Scott Aylesworth, Ryan Tator, and Sean Elliot, Public Safety, Pennsylvania Command Vehicle Rally, Bethlehem, PA, 9/16/2026, Total Cost: \$684.00. Cost to County: \$684.00.
- Cheverly Regan and Mackenzie Wilbur, Adult Probation, CIT Conference, Hershey, PA, 10/26/2026-10/27/2026. Cost to County: \$578.00. Cost to County: \$578.00
- Virginia Smith, Reentry, Treatment Court Conference, State College, PA, 10/7/2026-10/9/2026. Total Cost: \$0.00. Cost to County: \$0.00.
- Joshua Heckman, Sheriff's Department, LEO Firearms Instructor Training, Lebanon, PA, 9/14/2026-9/18/2026. Total Cost: \$2,453.08. Cost to County: \$2,453.08.

Second by Commissioner

6. Motion by Commissioner to approve Proclamation 2026-22, proclaiming August 31, 2026 as Overdose Awareness Day in Susquehanna County.
Second by Commissioner
7. Motion by Commissioner to approve Proclamation 2026-23, proclaiming September as Hunger Action Month in Susquehanna County.
Second by Commissioner
8. Motion by Commissioner to approve Proclamation 2026-24, proclaiming September as Recovery Month in Susquehanna County.
Second by Commissioner
9. Motion by Commissioner to approve Proclamation 2026-25, proclaiming September as Suicide Prevention Month in Susquehanna County.
Second by Commissioner
10. Motion by Commissioner to approve Proclamation 2026-26, proclaiming September as Emergency Preparedness Month in Susquehanna County.
Second by Commissioner
11. Motion by Commissioner to purchase and install changes to the lighting system in the Public Safety Building from Cooper Electric, Scranton, PA, at a total cost of \$11,049.59.
Second by Commissioner
12. Motion by Commissioner to purchase and install new cables and motor to the Courthouse clocktower from About Time Restorations, LLC, Higganum, CT, for a total cost of \$8,400.00.
Second by Commissioner
13. Motion by Commissioner to enter into an agreement with the Department of Human Services for participation and compliance of the Medical Assistance Transportation Program, effective July 1, 2026, through June 30, 2027.
Second by Commissioner
14. Motion by Commissioner to approve entering into a planned maintenance agreement with BE Equipment, Inc., Quakertown, PA, for the

horizontal baler and conveyor at the Recycling Center, effective January 1, 2027 through December 31, 2027, at a bi-annual cost of \$1,450.00 per visit, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner

15. Motion by Commissioner to approve entering into a planned service agreement with Thompson & Johnson Equipment Company, Inc., East Syracuse, NY, for planned maintenance on the Toyota forklifts at the recycling center, at a total cost of \$3,850.09 per year, effective January 1, 2027 through December 31, 2027, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner
16. Motion by Commissioner to approve entering into a Professional Services Agreement between Susquehanna County Agricultural Land Preservation and Chesnick Surveying, LLC, for an agricultural conservation easement survey on parcel 074.00-2,005.00 at a cost of \$5,724.00, effective August 26, 2026 until complete, per the recommendation of Patti Peltz, Director of Planning and Agricultural Easement Program.
Second by Commissioner
17. Motion by Commissioner to give authority for the signing of a sales agreement to the Agricultural Preservation Board for the Dobitsch farm.
Second by Commissioner
18. Motion by Commissioner to approve the purchase of one replacement 5mp bullet camera and installation of one PTZ camera for the Elk Mountain 911 Tower, at a total cost of \$3,529.00, from Advanced Communication Solutions, Tunkhannock, PA, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.
Second by Commissioner
19. Motion by Commissioner to ratify and acknowledge the transfer of Abigail Neri from the position of full-time Deputy Sheriff/Task Force to the open, full-time, non-union position of County Detective, grade 7, \$22.55 per hour, effective August 20, 2026, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of District Attorney Marion O'Malley.
Second by Commissioner
20. Motion by Commissioner to accept, with regret, the resignation of Christopher Zabrowski from the position of Assistant Director/System Administrator, effective September 2, 2026, per Stephen Janoski, Director of IT/GIS Coordinator.
Second by Commissioner
21. Motion by Commissioner to accept, with regret, the resignation of Heather Gabriel from the position of Case Aide/Transportation and Services Specialist, effective September 2, 2026, per Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner
22. Motion by Commissioner to award the bid on the following vehicles:
 - 2019 Ford F350 with plow and spreader, VIN# 1FT8X3867KEG51486, Mileage: 9,212

- 2020 Ford E450 Bus, VIN #: 1FDFE4FS5KDC56248, Mileage: 152,132
Second by Commissioner

23. Motion by Commissioner to list for bid on Municibid the following vehicle:

- 2016 Ford Explorer, VIN#: 1FM5K8AR6JGA32581, Mileage: 106,217
Second by Commissioner

24. Motion by Commissioner to close the Commissioners' Meeting.
Second by Commissioner

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