

SB 25-01
01/08/2025

Commissioner Hall called the Salary Board meeting to order at 9:06 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow approve the minutes of the December 18, 2024 Salary Board.
Second by Treasurer Wescott. Ayes: Hall, Darrow, and Wescott. Abstain: McNamara.
Motion Carried.

Motion by Commissioner Darrow to acknowledge the changes in salary and benefits for the following Bargaining Units:

- Court Appointed
- Professional Residual
- Probation
- Residual

Second by Treasurer Wescott. Ayes: Unanimous. Motion Carried.


Motion by Commissioner Darrow to change the position of the full-time, non-union Fiscal Office Manager from hourly to salary, no change in pay, effective January 9, 2025, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Treasurer Wescott. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to add the additional responsibilities of part-time IT Application Support/Trainer to the GIS Technician job description, with an additional \$1.00 per hour for the additional responsibilities, effective January 9, 2025, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:08 a.m.


ATTEST:


Rebekah Hubbard, Chief Clerk






Susquehanna County Commissioners


Susquehanna County Treasurer

SB 25-02
01/22/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the January 8, 2025 Salary Board.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to create the full-time, non-union position of Director of Planning/Agricultural Easement Program Director, grade 7, 54,982.40 per year, effective January 23, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to eliminate the full-time, non-union position of Director of Planning, effective January 23, 2025.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to eliminate the part-time, non-union position of IT Application Support/Trainer, effective January 23, 2025.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:03 a.m.



ATTEST:



Rebekah Hubbard, Chief Clerk



Susquehanna County Commissioners



Susquehanna County Treasurer

SB 25-03
03/12/2025

Commissioner Hall called the Salary Board meeting to order at 9:05 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott, District Attorney O'Malley

Public Comment on Agenda Items: None

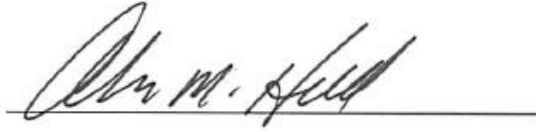
Motion by Commissioner Darrow to close public comment.
Second by Commissioner McNamara. Ayes: Unanimous. Motion carried.

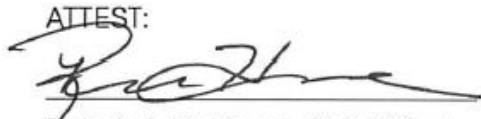
Motion by Commissioner McNamara to approve the minutes of the January 22, 2025 Salary Board.
Second by Commissioner Darrow. Ayes: Unanimous. Motion carried.

Motion by Commissioner Darrow to create the part-time, non-union position of Assistant District Attorney, grade S9, salary \$50,000.00 per year, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Marion O'Malley, District Attorney.
Second by Commissioner McNamara. Ayes: Unanimous. Motion carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow

Commissioner Hall declared the Salary Board Meeting closed at 9:06 a.m.



ATTEST:

Rebekah Hubbard, Chief Clerk


Susquehanna County Commissioners

Susquehanna County Treasurer

SB 25-04
3/26/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner Darrow to close public comment.
Second by

Motion by Commissioner McNamara to approve the minutes of the March 12, 2025 Salary Board meeting.
Second by

Motion by Commissioner Darrow to create the full-time, non-union position of Inmate Management Coordinator, grade S9, effective March 26, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

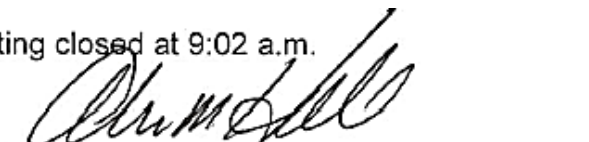
Motion by Commissioner Darrow to create the full-time, non-union position of Jail Accounts Manager, grade 4, effective March 26, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Hall. Ayes: Hall, Darrow, Wescott. Nay: McNamara. Motion Carried.

Motion by Commissioner McNamara to create the full-time, non-union position of Deputy Inmate Management Coordinator, grade 7, effective March 26, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to create the full-time, non-union position of Office Manager/Paralegal for the District Attorney's office, grade 7, effective March 26, 2025, 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 McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.



ATTEST:

SB 25-05
4/9/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner Darrow to close public comment.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to approve the minutes of the March 26, 2025 Salary Board meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to eliminate the list of positions below, effective April 23, 2025, per the recommendation of the Commissioners:

| Position Title | # of Positions | Position Type | Union/Non-Union |
|--------------------------------------|----------------|---------------|-----------------|
| Corrections Officer | 30 | Full-time | Union |
| Corrections Officer | 10 | Part-time | Union |
| Corrections Sergeant/Shift Commander | 6 | Full-time | Non-Union |
| Corrections Officer/Cook | 2 | Full-time | Union |
| Corrections Officer/Cook | 1 | Part-time | Union |
| Training/Operations Lieutenant | 1 | Full-time | Non-Union |
| Deputy Warden | 1 | Full-time | Non-Union |
| Warden | 1 | Full-time | Non-Union |

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

Motion by Commissioner McNamara to create one part-time, non-union position for the Domestic Relations Hearing Officer, \$34,351.06 annually, effective May 1, 2025, with benefits according to the County Policy Manual, per the recommendation of President Judge Jason Legg.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the changes to the Miscellaneous Compensation Schedule (Mental Health Hearing Officer \$350/case), effective April 9, 2025.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.


Motion by Commissioner McNamara to create one part-time, non-union position for the Juvenile Dependency Hearing Officer, \$15,346.65 per year, effective April 9, 2025, with benefits according to the County Policy Manual.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.



Motion by Commissioner Darrow to eliminate the full-time, non-union position of Hearing Master/Officer, effective May 1, 2025.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

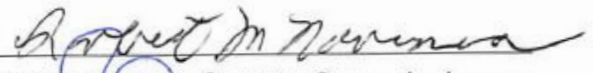
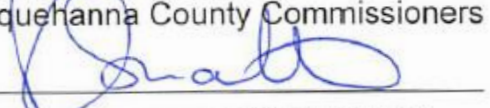
Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:03 a.m.

ATTEST:


Rebekah Hubbard, Chief Clerk


Susquehanna County Commissioners

Susquehanna County Treasurer

SB 25-06
4/23/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott, Sheriff Lance Benedict

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the April 9, 2025 Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to eliminate the full-time, non-union position of DA Office Manager, effective April 23, 2025, per District Attorney Marion O'Malley.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

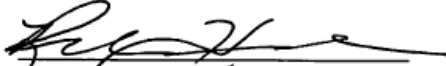
Motion by Commissioner Darrow to create one full-time, non-union position of Deputy Corporal, Grade 7, effective May 1, 2025, with benefits according to the County Policy Manual, per the recommendation of Sheriff Benedict.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.


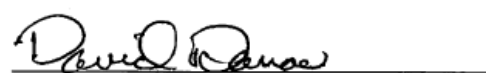
Motion by Commissioner McNamara to eliminate 41 non-union, part-time Substitute SRO positions and 8 non-union, full-time SRO positions, effective May 31, 2025.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

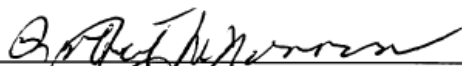
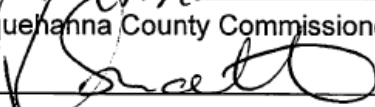
Motion by Commissioner Darrow to close the Salary Board Meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.

ATTEST:


Rebekah Hubbard, Chief Clerk


Susquehanna County Commissioners

Susquehanna County Treasurer

SB 2
5/14

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
 Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the April 23, 2025 Salary Board meeting.
 Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to approve the elimination of the following positions:
 Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.


| Position Title | # of Positions | Position Type | Union/Non-Union | Effective Date | Per the Recommendation of |
|--|----------------|---------------|-----------------|----------------|------------------------------|
| Jail Secretary | 1 | Full-time | Union | 5/14/2025 | Rebekah Hubbard, Chief Clerk |
| Deputy Sheriff | 1 | Part-time | Non-Union | 5/14/2025 | Sheriff Lance Benedict |
| Deputy Sheriff – Recruit | 2 | Full-time | Non-Union | 5/14/2025 | Sheriff Lance Benedict |
| Security Guard/Deputy Recruit | 1 | Full-time | Non-Union | 5/14/2025 | Sheriff Lance Benedict |
| County Detective/Task Force | 20 | Part-time | Non-Union | 5/14/2025 | Commissioners |
| County Detective/Task Force Drug | 20 | Part-time | Non-Union | 5/14/2025 | Commissioners |
| County Detective/Task Force DUI | 20 | Part-time | Non-Union | 5/14/2025 | Commissioners |
| 911 Coordinator | 1 | Full-time | Non-Union | 5/16/2025 | Rebekah Hubbard, Chief Clerk |
| 911 Operations Officer/Training & QA Manager | 1 | Full-time | Non-Union | 5/15/2025 | Rebekah Hubbard, Chief Clerk |



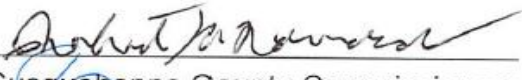
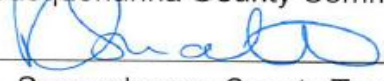
Motion by Commissioner Darrow to create one full-time, non-union position of Director of 911/QA Manager, grade 11, effective May 14, 2025, with benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
 Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to create one full-time, non-union position of Deputy Director of 911/Training Manager, grade 10, effective May 14, 2025, with benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
 Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to close the Salary Board Meeting.
 Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.

ATTEST:

 Rebekah Hubbard, Chief Clerk




 Susquehanna County Commissioners

 Susquehanna County Treasurer

SB 25-08
 5/28/2025

Commissioner Hall called the Salary Board meeting to order at 9:23 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the May 14, 2025 Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to eliminate the part-time, non-union position of Administrative Assistant to Chief Probation Officer – Grants/PCCD Reporting, effective May 28, 2025, per President Judge Legg.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to create four part-time, non-union positions of County Detective/Task Force, \$20.00 per hour, effective May 28, 2025, per the recommendation of District Attorney Marion O'Malley.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to add the County Detective/Task Force job title and duties to 3 Deputy Sheriff Positions.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to add County Detective/Task Force job title and duties to the Chief Deputy Sheriff position.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:25 a.m.

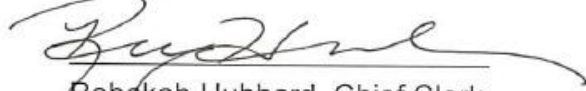






Susquehanna County Commissioners

ATTEST:



Rebekah Hubbard, Chief Clerk

SB 25-09
6/11/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the May 28, 2025 Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to create one full-time, non-union position of Office Administrator for Children and Youth Services, grade 7, effective June 11, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to create one full-time, non-union position of Executive Director of the Reentry Coalition/Alternative and Transitional Programming, grade 12, effective June 11, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to correct an error in the start rate/grade for the 911 Shift Supervisor/TAC Officer and the 911 Shift Supervisor/CAD Manager to a grade 9, retroactive to January 1, 2025.

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

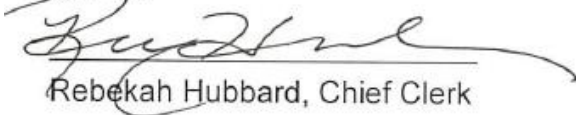
Motion by Commissioner McNamara to close the Salary Board Meeting.

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

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.


Susquehanna County Commissioners

ATTEST:


Rebekah Hubbard, Chief Clerk

SB 25-10

6/25/2025

Commissioner Hall called the Salary Board meeting to order at 9:08 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott, and Acting Coroner Jessica Chiaramonte

Public Comment on Agenda Items: None

Motion by Commissioner Darrow to close public comment.

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

Motion by Commissioner McNamara to approve the minutes of the June 11, 2025 Salary Board meeting.

Second by Commissioner Darrow. Ayes: Hall, Darrow, McNamara, Chiaramonte. Abstain: Wescott. Motion Carried.

Motion by Commissioner Darrow to create one part-time, non-union position of part-time Death Investigator/Deputy Coroner, grade 3, \$16.04 per hour, with on-call once per month from Friday at 5pm to Monday at 7am, \$186.00 on-call pay, effective June 25, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Jessica Chiaramonte, Acting Coroner.

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

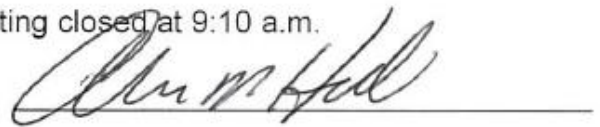
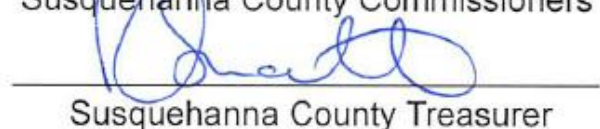
Motion by Commissioner McNamara to eliminate two part-time Deputy Coroner positions, effective June 25, 2025, per the recommendation of Jessica Chiaramonte, Acting Coroner.

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

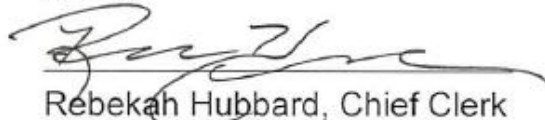
Motion by Commissioner Darrow to close the Salary Board Meeting.

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

Commissioner Hall declared the Salary Board Meeting closed at 9:10 a.m.


Susquehanna County Commissioners
Susquehanna County Treasurer

ATTEST:


Rebekah Hubbard, Chief Clerk

SB 25-11
7/23/2025

Commissioner Hall called the Salary Board meeting to order at 9:01 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

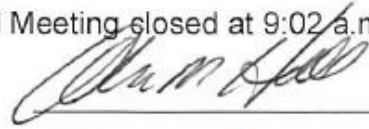
Motion by Commissioner Darrow to approve the minutes of the June 25, 2025 Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to ratify and create one full-time, non-union position of Temporary Director of Public Facilities, \$31.16 per hour, effective July 21, 2025, through August 21, 2025, with benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to create one full-time, union-eligible position of Case Aide 2, grade 3, \$16.04 per hour, effective July 23, 2025, with a six-month probationary period and benefits according to the Residual Bargaining Contract and the County Policy Manual, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to close the Salary Board Meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.



ATTEST:



Rebekah Hubbard, Chief Clerk



Susquehanna County Commissioners



Susquehanna County Treasurer

SB 25-12
8/13/2025

Commissioner Hall called the Salary Board meeting to order at 9:07 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the July 23, 2025 Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to approve the 2026 Holiday Schedule, as attached.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to ratify and approve the changes to the Susquehanna County Salary Grid effective August 7, 2025.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to ratify and approve the change to the grade/start rate for the following full-time, union-eligible positions in the Children and Youth Services

department, effective August 7, 2025, with no other changes to benefits under the Residual Professional Bargaining Contract and the County Policy Manual:

- Caseworker I – from grade 5 to grade 8, starts \$1.00 less than Caseworker II
- Caseworker II – from grade 6 to grade 8
- All current employees in these positions will receive a \$3.88 increase per hour

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

Motion by Commissioner Darrow to ratify and approve the change in the start rate for the following full-time, non-union positions in the Children and Youth Services department, effective August 7, 2025, with no other changes to benefits under the County Policy Manual:

- Director of Children & Youth Services – from grade 12 to grade 14
- Caseworker Supervisor – from grade 11 to grade 12
- Fiscal Office Manager – from grade 10 to grade 11
- All current employees in these positions will receive a \$3.88 increase per hour

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

Motion by Commissioner McNamara to create 4 full-time, union-eligible positions of Case Aide I/Transportation and Services Specialist for Children & Youth, Grade 5, effective August 13, 2025, with a six-month probationary period and benefits according to the Residual Professional Bargaining Agreement and the County Policy Manual.

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

Motion by Commissioner Darrow to eliminate 4 full-time, union eligible positions of Case Aide I, effective August 18, 2025.

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

Motion by Commissioner McNamara to create two full-time, union-eligible positions of Fiscal Assistant/Grant Reporting and Submissions for Children & Youth, grade 6, effective August 13, 2025, with a six-month probationary period and benefits according to the Residual Professional Bargaining Agreement and the County Policy Manual.

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

Motion by Commissioner Darrow to eliminate two full-time, union-eligible positions of Fiscal Assistant for Children & Youth, effective August 18, 2025.

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

Motion by Commissioner McNamara to change the grade of Director of Public Safety from grade 12 to grade 13, effective August 13, 2025. No change in salary.

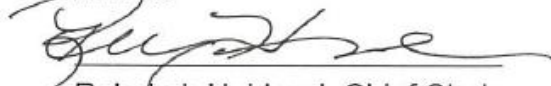
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to close the Salary Board Meeting.

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

Commissioner Hall declared the Salary Board Meeting closed at 9:11 a.m.

ATTEST:


Rebekah Hubbard, Chief Clerk






Susquehanna County Commissioners


Susquehanna County Treasurer

SB 25-13
8/27/2025

Commissioner Hall called the Salary Board meeting to order at 9:23 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.

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

Motion by Commissioner Darrow to approve the minutes of the August 13, 2025 Salary Board meeting with amendment to motion #6, correcting the start rate change for Fiscal Office Manager from a grade 12 to a grade 11.

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

Motion by Commissioner McNamara to create 1 full-time, union-eligible position of Fiscal Technician/Grant Reporting and Submissions for Children and Youth Services, Grade 7, effective August 27, 2025, with a six-month probationary period and benefits according to the Residual Non-Professional Bargaining Agreement and the County Policy Manual.

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

Motion by Commissioner Darrow to create 1 full-time, non-union position of Fiscal Officer I for Children and Youth Services, Grade 9, effective August 27, 2025, with a six-month probationary period and benefits according to the County Policy Manual.

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

Motion by Commissioner McNamara to close the Salary Board Meeting.

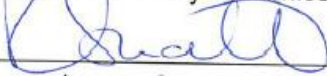
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:24 a.m.

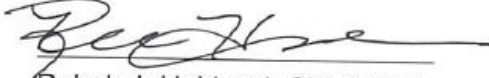





Susquehanna County Commissioners


Susquehanna County Treasurer

ATTEST:


Rebekah Hubbard, Chief Clerk

SB 25-14

10/8/2025

Commissioner Hall called the Salary Board meeting to order at 9:09 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.

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

Motion by Commissioner Darrow to approve the minutes of the August 27, 2025 Salary Board meeting.

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

Motion by Commissioner McNamara to create one full-time, non-union position of Reentry Case Manager, grade 11, salary of \$65,586.16, effective October 8, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Virginia Smith, Executive Director of Reentry/Alternative Programming.

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


Motion by Commissioner Darrow to close the Salary Board Meeting.

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

Commissioner Hall declared the Salary Board Meeting closed at 9:10 a.m.






Susquehanna County Commissioners

Susquehanna County Treasurer

ATTEST:


Rebekah Hubbard, Chief Clerk

SB 25-15
10/22/2025

Commissioner Hall called the Salary Board meeting to order at 9:00 a.m.

Present: Commissioners Hall, Darrow, and McNamara, 1st Deputy Treasurer/Tax Claim
Elizabeth Hinkley

Public Comment on Agenda Items: None

Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the October 8, 2025 Salary Board
meeting.
Second by Commissioner McNamara. Ayes: Hall, Darrow, McNamara. Abstain: Hinkley

Motion by Commissioner McNamara to create one full-time, non-union position of 1st Deputy
Register of Wills/Recorder of Deeds/Clerk of Orphans Court, grade 6, effective October 22,
2025, with a six-month probationary period and benefits according to the County Policy Manual,
per the recommendation of Wendy Zapolski, Register of Wills and Recorder of Deeds.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.


Motion by Commissioner Darrow to create one full-time, non-union position of 2nd Deputy
Register of Wills/Recorder of Deeds/Clerk of Orphans Court, grade 3, effective October 22,
2025, with a six-month probationary period and benefits according to the County Policy Manual,
per the recommendation of Wendy Zapolski, Register of Wills and Recorder of Deeds.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.


Motion by Commissioner McNamara to eliminate the full-time, non-union position of 1st Deputy
Register of Wills and Orphans Court/Office Administrator, effective October 24, 2025 per Wendy
Zapolski, Register of Wills and Recorder of Deeds.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to eliminate the full-time, non-union position of 1st Deputy
Recorder of Deeds, effective October 31, 2025, per Wendy Zapolski, Register of Wills and
Recorder of Deeds.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:02 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk


Susquehanna County Commissioners
Susquehanna County Treasurer

SB 25-16
11/12/2025

Commissioner Hall called the Salary Board meeting to order at 9:12 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner Darrow to close public comment.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to approve the minutes of the October 22, 2025 Salary
Board meeting.

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

Motion by Commissioner Darrow to eliminate the two full-time, non-union positions, of 2nd Deputy Prothonotary/Clerk of Courts, effective November 12, 2025, per Jan Krupinski, Prothonotary/Clerk of Courts.

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

Motion by Commissioner McNamara to eliminate the full-time, non-union position of DA Administrative Assistant/Grant Coordinator, effective November 12, 2025, per District Attorney Marion O'Malley.

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

Motion by Commissioner Darrow to eliminate the full-time, union-eligible position of Fiscal Assistant/Grant Reporting, effective November 12, 2025, per Suzanne Swart, Director of Children and Youth Services.

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


Motion by Commissioner McNamara to eliminate the full-time, non-union position of Fiscal Office Manager, effective November 12, 2025 per Suzanne Swart, Director of Children and Youth Services.


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

Motion by Commissioner Darrow to close the Salary Board Meeting.


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

Commissioner Hall declared the Salary Board Meeting closed at 9:14 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk






Susquehanna County Commissioners


Susquehanna County Treasurer

SB 25-17
12/10/2025

Commissioner Hall called the Salary Board meeting to order at 9:05 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

Motion by Commissioner Darrow to close public comment.

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

Motion by Commissioner McNamara to approve the minutes of the November 12, 2025 Salary Board meeting.

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

Motion by Commissioner Darrow to create the full-time, non-union position of IT Technician II/Application Support/Trainer, grade 6, \$20.87 an hour, effective December 10, 2025, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Stephen Janoski, Director of IT/GIS Coordinator.

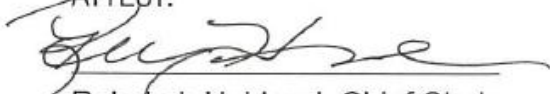
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to close the Salary Board Meeting.

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

Commissioner Hall declared the Salary Board Meeting closed at 9:06 a.m.


ATTEST:


Rebekah Hubbard, Chief Clerk



David Dawson


Susquehanna County Commissioners


Susquehanna County Treasurer

SB 25-18
12/17/2025

Commissioner Hall called the Salary Board meeting to order at 9:05 a.m.

Present: Commissioners Hall, Darrow, and McNamara, Treasurer Rebecca Wescott

Public Comment on Agenda Items: None

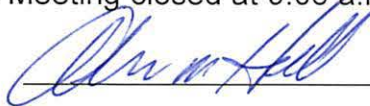
Motion by Commissioner McNamara to close public comment.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Darrow to approve the minutes of the December 10, 2025
Salary Board meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Motion by Commissioner McNamara to approve all non-union, supervisory employees
receive a 3% raise annually, effective January 1, 2026 through January 1, 2028, in
accordance with the bargaining agreements.
Second by Commissioner Darrow. Ayes: Unanimous. Motion Carried.


Motion by Commissioner Darrow to close the Salary Board Meeting.
Second by Commissioner McNamara. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting closed at 9:06 a.m.

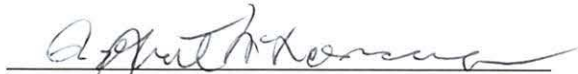





ATTEST:



Rebekah Hubbard, Chief Clerk



Susquehanna County Commissioners



Susquehanna County Treasurer