

SB-19-01  
01-09-2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller.

Motion by Commissioner Warren to approve the minutes of the December 26, 2018 Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the position of Deputy Planning Director effective January 9, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the position of GIS Specialist effective January 9, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate one of two positions of Maintenance and Utility Tech Crew Chief effective January 9, 2019.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment:

Motion by Commissioner Warren to close the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:02 am.

Attest:

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Martin J. Kane, Chief Clerk

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Susquehanna County Commissioners

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Susquehanna County Treasurer

SB-19-02  
02-13-2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller.

Motion by Commissioner Warren to approve the minutes of the January 9, 2019 Salary Board Meeting.

Second Treasurer Miller. Ayes: Unanimous. Motion Carried.

Motion by Treasurer Miller to eliminate the position of First Deputy Tax Claim Director/Office Manager effective February 13, 2019.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Treasurer Miller to create the full-time, non-union position of First Deputy Treasurer / Tax Claim, salary of \$35,000, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective February 13, 2019, per the recommendation of Treasurer Jason Miller.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to amend the motion to create the Part-Time Temporary position of Real Estate/Civil /Criminal Clerk, extending its duration through June 30, 2019, no change in pay, no more than three days per week, no benefits, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:03 am.

Attest:

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Rachel R. Carrico, Deputy Chief Clerk

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Susquehanna County Commissioners

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Susquehanna County Treasurer

SB-19-03  
03-13-2019

Commissioner Hall called the Salary Board meeting to order at 9:02 am.

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller.

Motion by Treasurer Miller to approve the minutes of the February 13, 2019 Salary Board Meeting. Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to eliminate the two positions of Materials Sorter, effective March 13, 2019, per the recommendation of Jennifer Hibbard, Recycling Coordinator. Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to create a second full-time, union-eligible position of Assistant Processing Manager, \$10.25 per hour, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual, effective March 13, 2019, per the recommendation of Jennifer Hibbard, Recycling Coordinator. Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comment:

Motion by Commissioner Warren to close the Salary Board meeting. Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:04am.

Attest:

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Robert Hyde, Chief Clerk

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Susquehanna County Commissioners

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Susquehanna County Treasurer

SB-19-04  
04-10-2019

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

Present: Commissioners Hall, Arnold, and Warren, 1<sup>st</sup> Deputy Treasurer/Tax Claim Rebecca Wescott and Prothonotary/Clerk of Courts Jan Krupinski.

Motion by Commissioner Warren to approve the minutes of the March 13, 2019 Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to amend the current starting salary of the non-union, full-time, position of Chief Clerk to \$55,000.00 per year with a scheduled increase to \$60,000 upon successful completion of a six-month probationary period, effective April 5, 2019, per the recommendation of the County Commissioners.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create the current starting salary of the non-union, full-time, position of Director of Assessment / Chief Assessor to \$47,000.00 per year, effective April 10, 2019, per the recommendation of the Chief Clerk.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by 1<sup>st</sup> Deputy Treasurer/Tax Claim Rebecca Wescott to eliminate the position of 1st Deputy Treasurer effective April 10, 2019, per the recommendation of Treasurer Jason Miller.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by 1<sup>st</sup> Deputy Treasurer/Tax Claim Rebecca Wescott to create three full-time, union-eligible positions of 2<sup>nd</sup> Deputy Treasurer / Tax Claim, \$12.45 per hour, minimum 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual, effective April 11, 2019, per the recommendation of Treasurer Jason Miller.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Prothonotary/Clerk of Courts Jan Krupinski to create two full-time, union-eligible positions of 2<sup>nd</sup> Deputy Prothonotary / Clerk of Courts, \$12.45 per hour, minimum 40 hours per week, with a six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and County Policy Manual effective April 11, 2019, per the recommendation of Margaret Krupinski, Prothonotary / Clerk of Courts.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to recess the Salary Board and return to the Commissioners' Meeting at 9:03 am.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Returned to the Salary Board Meeting at 9:07 am.

Motion by 1<sup>st</sup> Deputy Treasurer/Tax Claim Rebecca Wescott to eliminate the position of 2<sup>nd</sup> Deputy Treasurer effective April 11, 2019, per the recommendation of Treasurer Jason Miller.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by 1<sup>st</sup> Deputy Treasurer/Tax Claim Rebecca Wescott to eliminate the position of 2<sup>nd</sup> Deputy Tax Claim effective April 11, 2019, per the recommendation of Treasurer Jason Miller.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Prothonotary/Clerk of Courts Jan Krupinski to eliminate two positions of 2<sup>nd</sup> Deputy Clerk of Courts effective April 11, 2019, per the recommendation of Margaret Krupinski, Prothonotary / Clerk of Courts.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Prothonotary/Clerk of Courts Jan Krupinski to eliminate the position of 2<sup>nd</sup> Deputy Prothonotary effective April 11, 2019, per the recommendation of Margaret Krupinski, Prothonotary / Clerk of Courts.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comment:

Motion by Commissioner Arnold to close the Salary Board meeting.  
Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:09 am.

Attest:

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Commissioner Alan M. Hall

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Commissioner Elizabeth M. Arnold

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Commissioner MaryAnn Warren

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Robert Hyde, Chief Clerk

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Susquehanna County Treasurer

SB-19-05  
05-08-2019

Commissioner Hall called the Salary Board meeting to order at 9:02 a.m.

Present: Commissioners Hall, Arnold, and Warren and Treasurer Miller

Motion by Commissioner Warren to approve the minutes of the April 10, 2019 Salary Board Meeting.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the full time position of Human Resource Administrative Coordinator, per the recommendation of Jeanne Conklin, Director of Human Resources.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create the full time, non-union position of Human Resources Administrative Coordinator, \$14.38 per hour, 40 hours per week, six-month probation period, and benefits per the County Policy Manual, effective May 9, 2019, per the recommendation of Jeanne Conklin, Director of Human Resources.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the position of Head Real Estate Tax Clerk-Certified, as of May 8, 2019, end of business day per the recommendation of Sarah Proof, Director of Assessment/Chief Assessor.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create the full time, union-eligible position of Senior Head Real Estate Tax Clerk-Certified, \$15.23 per hour, 40 hours per week, with benefits according to the Residual Bargaining Unit Contract, and the County Policy Manual, effective May 9, 2019, per the recommendation of Sarah Proof, Director of Assessment/Chief Assessor.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the full time position of Grant Coordinator/Payroll/AP Clerk, as of May 8, 2019 per the recommendation of Robert Hyde, Chief Clerk.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Warren to create the full time, non-union position of Accounting Clerk/HR Support, \$15.23 per hour, 40 hours per week, six-month probation period, and benefits per the County Policy Manual, effective May 9, 2019, per the recommendation of Robert Hyde, Chief Clerk.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Arnold to close the Salary Board meeting.  
Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:05 a.m.

Attest:

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Robert Hyde, Chief Clerk

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Commissioner Alan M. Hall

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Commissioner Elizabeth M. Arnold

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Commissioner MaryAnn Warren

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Susquehanna County Treasurer

SB-19-06  
05-22-2019

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

Present: Commissioners Hall, Arnold, and Warren and Treasurer Miller

Motion by Commissioner Warren to approve the minutes of the May 8, 2019 Salary Board Meeting.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create the temporary part-time, position of Assistant Director of Elections/Voter Registrar, \$11.48 per hour, not to exceed 32 hours per week, effective May 20, 2019, per the recommendation of Robert Hyde, Chief Clerk.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

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

Attest:

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Commissioner Alan M. Hall

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Commissioner Elizabeth M. Arnold

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Commissioner MaryAnn Warren

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Chief Clerk, Robert Hyde

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Susquehanna County Treasurer

SB-19-07  
06-12-19

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

Present: Commissioners Hall, Arnold, and Warren and 1<sup>st</sup> Deputy Treasurer Rebecca Wescott

Motion by Commissioner Warren to approve the minutes of the May 22, 2019 Salary Board Meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to ratify and eliminate the Real Estate/Civil/Criminal Clerk-PT Temp position, effective end of business day on May 29, 2019, per the recommendation of Sheriff Lance Benedict.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall closed the Salary Board meeting at 9:09 am.

Attest:

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Commissioner Alan Hall

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Commissioner Elizabeth Arnold

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Chief Clerk, Robert Hyde

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Commissioner MaryAnnWarren

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Susquehanna County Treasurer

SB-19-08  
06/26/2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller and Michelle Estabrook, Register of Wills / Recorder of Deeds & Clerk of Orphans Court.

Motion by Commissioner Warren to approve the minutes of the June 12, 2019 Salary Board Meeting.

Second Commissioner Arnold. Ayes: Commissioner Hall, Arnold and Warren. Abstained: Treasurer Jason Miller. Motion Carried.

Motion by Commissioner Arnold to create the full-time, union-eligible position of 911 Systems / IT Technician / Telecommunicator, starting rate of \$18.00 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual effective June 26, 2019, per the recommendation of Bruce Butler, Director of Public Safety / 911 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate the full-time, union-eligible position of 911 Systems / IT Technician, starting rate of \$15.50 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and County Policy Manual effective June 26, 2019, per the recommendation of Bruce Butler, Director of Public Safety / 911 Coordinator.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create six full-time, non-union positions of Correctional Sergeant / Shift Commander, base rate of \$18.00 per hour, minimum 40 hours per week, with a six-month probationary period and benefits according to the Government Mandated Requirements and the County Policy Manual, effective June 26, 2019, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate six full-time, non-union positions of Corrections Sergeant, starting wage range of \$13.00 - \$18.00 per hour, minimum 40 hours per week, with a six-month probationary period and benefits according to the Government Mandated Requirements and the County Policy Manual, effective end June 26, 2019, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to create two full-time, union-eligible positions of 2<sup>nd</sup> Deputy Recorder of Deeds / Register of Wills, \$12.45 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and County Policy Manual effective June 26, 2019, per the recommendation of Michelle Estabrook, Register of Wills / Recorder of Deeds & Clerk of Orphans Court.

Second Michelle Estabrook. Ayes: Unanimous. Motion Carried.

Motion by Michelle Estabrook to eliminate, the two full-time, union-eligible positions of 2<sup>nd</sup> Deputy Register and Recorder Office, effective end of business June 26, 2019, per the recommendation of Michelle Estabrook, Register of Wills / Recorder of Deeds & Clerk of Orphans Court.

Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Michelle Estabrook to eliminate the full-time, non-union, salary position of 1<sup>st</sup> Deputy Register of Wills & Clerk of Orphan Court, effective end of business June 26, 2019, per the recommendation of Michelle Estabrook, Register of Wills / Recorder of Deeds & Clerk of Orphans Court.

Second Warren. Ayes: Unanimous. Motion Carried.

Motion by Michelle Estabrook to create the full-time, non-union, salary position of 1<sup>st</sup> Deputy Register of Wills / Clerk of Orphans Court / Administrative Assistant, starting salary of \$35,000.00 per year, minimum 40 hours per week, with a six-month probationary period and benefits according to the Government Mandated Requirements and the County Policy Manual,

effective June 26, 2019, per the recommendation of Michelle Estabrook, Register of Wills / Recorder of Deeds & Clerk of Orphans Court.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting.  
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Attest:

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Alan M. Hall

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Elizabeth M. Arnold

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MaryAnn Warren

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Robert Hyde, Chief Clerk

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Jason Miller, Treasurer

SB-19-09  
07/10/2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller and Margaret Krupinski Prothonotary / Clerk of Courts.

Motion by Commissioner Warren to approve the minutes of the June 26, 2019 Salary Board Meeting.

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

Motion by Jan Krupinski to amend and approve the July 25, 2018 motion regarding two union-eligible positions of part-time File Clerk, Clerk of Courts, to be extended through December 31, 2021, no pay change, benefits according to the Court-Related Bargaining Unit Contract and County Policy Manual, effective July 26, 2019, per the recommendation of Clerk of Courts/Prothonotary Margaret Krupinski.

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

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioner's meeting.

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

Commissioner Hall closed the Salary Board meeting at 9:02 am.

Attest:

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Alan M. Hall

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Elizabeth M. Arnold

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MaryAnn Warren

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Robert Hyde, Chief Clerk

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Jason Miller, Treasurer

SB-19-10  
07/24/2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller and Sheriff Lance Benedict.

Motion by Commissioner Warren to approve the minutes of the July 10, 2019 Salary Board Meeting.

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

Motion by Sheriff Lance Benedict to create four Part-time, union-eligible positions of Security Guard, \$13.00 per hour, varied hours, with a six-month probationary period, effective July 25, 2019, per the recommendation of Sheriff Lance Benedict.

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

Motion by Commissioner Warren to ratify and eliminate the Full-time position of Quality Assurance Officer effective July 18, 2019.

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

Motion by Commissioner Warren to ratify and create a union-eligible position of Part-time Telecommunicator and or Quality Assurance Officer, \$14.78 per hour, with a six-month probationary period, effective July 20, 2019, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

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

Public Comments:

- Question why the board is creating four part-time security guards, Commissioner Hall and Sheriff Benedict said due to the lack of deputy's available.

Motion by Commissioner Warren to close the Salary Board meeting at 9:03 a.m. and return to Commissioner's meeting.

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

Attest:

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Alan M. Hall

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Elizabeth M. Arnold

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Robert Hyde, Chief Clerk

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MaryAnn Warren

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Jason Miller, Treasurer

SB-19-11  
08/14/2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Miller, and Court Administrator Cathy Hawley.

Motion by Warren to approve the minutes of the July 24, 2019 Salary Board Meeting.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Cathy Hawley to approve the change to the position of Probation Secretary from 7.5 hours daily, 37.5 hours per week, to 8 hours daily, 40 hours per week, effective on August 15, 2019, per President Judge Jason Legg.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried

Motion by Cathy Hawley to ratify and create the temporary, full-time, union-eligible position of Administrative Assistant for Juvenile Probation, salary \$11.52 per hour, 40 hours per week, benefits according to government mandated requirements, effective date August 5, 2019 through close of business August 15, 2019. Effective August 16, 2019, the temporary position will be part-time, no more than 8 hours per week, pay rate \$11.52 per hour, with no benefits, this position expires on October 9, 2019, per President Judge Jason Legg.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to create the position of Summer Intern, with a total of 360 hours, at a rate of \$17 per hour, effective summer of 2020, with eligible work from May through August, per the recommendation of Public Defender Linda LaBarbera.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to approve the 2020 Holiday Schedule.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comments: None.

Motion by Commissioner Warren to close the Salary Board meeting at 9:03 a.m. and return to Commissioner's meeting.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Attest:

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Alan M. Hall

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Elizabeth M. Arnold

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Robert Hyde, Chief Clerk

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MaryAnn Warren

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Jason Miller, Treasurer

SB-19-12  
08/28/2019

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

Present: Commissioners Hall, Arnold, and Warren, and Treasurer Miller

Motion by Commissioner Arnold to approve the minutes of the August 14, 2019 Salary Board Meeting.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create a part-time, union-eligible position of Telecommunicator, effective August 28, 2019, six month probationary period, per the Residual Bargaining Contract and the County Policy Manual, per the recommendation of 911/Public Safety Director Bruce Butler.

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

Public Comments: None.

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioner's meeting.

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

Attest:

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Alan M. Hall

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Elizabeth M. Arnold

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MaryAnn Warren

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Robert Hyde, Chief Clerk

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Jason Miller, Treasurer

SB-19-13  
9/11/2019

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

Present: Commissioners Hall, Arnold, and Warren, Treasurer Jason Miller, Sheriff Lance Benedict and D.A. Detective John Oliver.

Motion by Commissioner Warren to approve the minutes of the August 28, 2019 Salary Board Meeting.

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

Motion by Detective Oliver to create three full-time, non-union positions of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, per year, six-month probationary period, with benefits according to the government-mandated requirement, effective September 11, 2019, per the recommendation of District Attorney Marion O'Malley.

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

Motion by Detective Oliver to ratify and create one full-time, non-union positions of County Detective/School Resource Officer (SRO), Office of the District Attorney, at a per diem rate of \$160 per day, per year, six-month probationary period, with benefits according to the government-mandated requirement, effective August 15, 2018, per the recommendation of District Attorney Marion O'Malley.

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

Motion by Commissioner Warren to create two full-time, union-eligible positions of Recycling Technician, salary of \$10.25 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Contract and County Policy Manual, effective September 11, 2019, per the recommendation of Jennifer Hibbard, Recycling Coordinator.

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

Motion by Commissioner Arnold to eliminate the position of Assistant Processing Manager per the recommendation of Recycling Coordinator Jennifer Hibbard.

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

Motion by Sheriff Benedict to create two full-time, union-eligible positions of Security Guard, \$13.00 per hour, 40 hours per week, with a six-month probationary period, per Court Related Bargaining Unit and County Policy Manual, effective September 11, 2019, per the recommendation of Sheriff Lance Benedict.

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

Motion by Sheriff Benedict to eliminate four part-time, union-eligible positions of Security Guard, per the recommendation of Sheriff Lance Benedict.

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

Motion by Sheriff Benedict to eliminate one Deputy Sheriff position using Act 13 funds, per the recommendation of Sheriff Lance Benedict.

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

Motion by Commissioner Warren to set salary for Children and Youth Solicitor to \$36,000 per year, part-time, hours varied, six-month probationary period, non-union, benefits according to Government Mandated Requirements and County Policy Manual, effective September 11, 2019.

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

Public Comments: None

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioners' meeting at 9:06 a.m.

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

Attest:

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Susquehanna County Commissioners

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Robert Hyde, Chief Clerk

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Susquehanna County Treasurer

SB-19-16  
09/25/2019

Commissioner Hall called the Salary Board meeting to order at 9:28 a.m.

Present: Commissioners Hall, Arnold, Warren, and Deputy Treasurer Wescott

Motion by Commissioner Warren to approve the minutes of the September 11, 2019 Salary Board Meeting.

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

Motion by Commissioner Warren to approve the addition to the 2019 Miscellaneous Compensation Schedule, adding the Election Day Assistant at a rate of \$100.00 per day with a \$25.00 per day travel allowance.

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

Public Comment: None

Motion by Commissioner Arnold to close the Salary Board meeting at 9:29 a.m.

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

Attest:

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Susquehanna County Commissioners

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Robert Hyde, Chief Clerk

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Susquehanna County Treasurer

SB-19-15  
10/09/2019

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

Present: Commissioners Hall, Arnold, Warren, and Treasurer Miller

Motion by Commissioner Warren to approve the minutes of the September 25, 2019 Salary Board Meeting.

Second by Commissioner Arnold. Ayes: Commissioner Hall, Arnold, and Warren. Abstained: Treasurer Jason Miller. Motion Carried.

Motion by Commissioner Warren to create a full-time, non-union position of DPS Operations Manager, \$14.42 per hour, at least 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective on October 9, 2019, per the recommendation of Director of Public Safety/911 Coordinator Bruce Butler.

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

Motion by Commissioner Arnold to create the full-time position of Assistant Public Defender, salary of \$62,000, minimum 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual, effective November 4, 2019, per the recommendation of Public Defender Linda LaBarbera.

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

Motion by Commissioner Warren to create a non-union, hourly position of 1<sup>st</sup> Deputy Register and Recorder, \$13.46 per hour, 40 hours per week, effective October 9, 2019, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Michelle Estabrook, Register of Wills and Recorder of Deeds.

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

Motion by Commissioner Warren to eliminate the non-union salary position of 1<sup>st</sup> Deputy Register and Recorder, effective end of business day October 10, 2019, per the recommendation of Michelle Estabrook, Register of Wills and Recorder of Deeds.

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

Motion by Commissioner Arnold to eliminate the part-time position of Assistant Public Defender, effective November 4, 2019, per the recommendation of Public Defender Linda LaBarbera. Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Treasurer Jason Miller to eliminate (2) open, temporary, part-time Doe Permit Positions, per the recommendation of Treasurer Jason Miller. Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Treasurer Jason Miller to eliminate the open, full-time position of 2<sup>nd</sup> Deputy of Tax Claim, per the recommendation of Treasurer Jason Miller. Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to eliminate (3) open, full-time Telecommunicator Positions from 911, per the recommendation of 911/Public Safety Coordinator Bruce Butler. Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Public Comment: None

Motion by Commissioner Warren to close the Salary Board meeting at 9:06 a.m. Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Attest:

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Susquehanna County Commissioners

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Robert Hyde, Chief Clerk

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Susquehanna County Treasurer

SB-19-16  
10/23/19

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

Present: Commissioners Hall, Arnold, Warren, Treasurer Miller, District Attorney O'Malley and Cathy Hawley.

Motion by Treasurer Miller to approve the minutes of the October 9, 2019 Salary Board Meeting. Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Cathy Hawley to approve the change to the Miscellaneous Compensation Schedule, increasing the hourly rate for Court Appointed Counsel to \$70.00, effective January 1, 2020, per the recommendation of President Judge Jason Legg. Second by District Attorney O'Malley. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to create the full-time, non-union position of Director of Public Facilities, annual salary of \$45,000, 40 hours minimum, effective November 7, 2019, with a six-month probationary period and benefits per government mandated

requirements and the County Policy Manual, per the recommendation of the County Commissioners.

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

Motion by Commissioner Warren to create the temporary, part-time, non-union position of Manager of Special Projects, \$22.00 per hour, not more than 1000 hours per year and not to exceed 29 hours per week, effective January 2, 2020, with a six-month probationary period, per the recommendation of the County Commissioners.

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

Motion by Commissioner Warren to correct title from 10/09/19 Salary Board from 1<sup>st</sup> Deputy Register and Recorder to 1<sup>st</sup> Deputy Recorder of Wills.

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

Motion by District Attorney O'Malley to change starting salary for the full-time, non-union position of County Detective/Narcotics/K9 Handler, from \$40,000 annually to \$50,000 annually, effective October 24, 2019, per the recommendation of District Attorney Marion O'Malley.

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

Public Comments:

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioners' meeting at 9:06 a.m.

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

ATTEST:

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Robert Hyde, Chief Clerk  
Commissioners

Susquehanna County

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Treasurer

Susquehanna County

SB-19-17  
11/13/2019

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

Present: Commissioners Hall, Arnold, Warren, Treasurer Miller, Sheriff Lance Benedict and Cathy Hawley

Motion by Commissioner Warren to approve the minutes of the October 23, 2019 Salary Board Meeting.

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

Motion by Warren to create the part-time, temporary position of Real Estate Clerk, \$12.38 per hour, no more than 24 hours per week, with a six-month probationary period and no benefits, effective November 14, 2019, per the recommendation of Sheriff Lance Benedict.

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

Motion by Cathy Hawley to create the part-time, non-union, salary position of Conflict Counsel/Parent's Attorney, \$40,000 per year, hours varies, effective January 1, 2020, with benefits according to government mandated requirements and the County Policy Manual, per the recommendation of Judge Jason Legg.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Motion by Treasurer Miller to correct the title from 10/23/19 Salary Board from 1<sup>st</sup> Deputy Recorder of Wills to 1<sup>st</sup> Deputy Recorder of Deeds.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comments:

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioners' meeting at 9:04 a.m.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

ATTEST:

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Robert Hyde, Chief Clerk  
Commissioners

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Susquehanna County

SB-19-18  
12/11/19

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

Present: Commissioners Hall, Arnold, Warren, Treasurer Miller and Cathy Hawley

Motion by Commissioner Arnold to approve the minutes of the November 13, 2019 Salary Board Meeting.  
Second by Treasurer Miller. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Warren to approve a 2% increase for 2020 non-union eligible employees in the categories of confidential, supervisory, and managerial.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Cathy Hawley to approve the elimination of the position of Conflict Counsel, effective December 31, 2019, per the recommendation of President Judge Jason Legg.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comments:

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioners' meeting at 9:02 a.m.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Attest:

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Robert Hyde, Chief Clerk

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Susquehanna County Commissioners

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Susquehanna County Treasurer

SB-19-19  
12/18/19

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

Present: Commissioners Hall, Arnold, Warren, Treasurer Miller and Cathy Hawley

Motion by Commissioner Arnold to approve the minutes of the December 11, 2019 Salary Board Meeting.  
Second by Treasurer Jason Miller. Ayes: Unanimous. Motion Carried.

Motion by Cathy Hawley to create the full-time, union eligible position of Juvenile Probation Officer, \$17.50 per hour, 40 hours per week, with a six-month probation period and benefits according to the Probation Bargaining Unit and the County Policy Manual, per the recommendation of President Judge Jason Legg.  
Second by Commissioner Warren. Ayes: Unanimous. Motion Carried.

Public Comments:

Motion by Commissioner Warren to close the Salary Board meeting and return to Commissioners' meeting at 9:01 a.m.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

ATTEST:

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Robert Hyde, Chief Clerk

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Susquehanna County Commissioners

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Susquehanna County Treasurer