

CS-14-01  
01-08-14

Commissioner Hall called the meeting to order at 9:01 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco. Commissioner Warren absent.

Motion by Commissioner Giangrieco to approve the minutes of the December 26, 2013 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Ruth Harden – Treasurer – 5 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/27/13 for \$154,309.06 for General Expenses

- ratify the Cash Disbursement Journal dated 12/30/13 for \$1,239.12 for Jury Expenses

- ratify the Gross Wages Report dated 12/31/13 for \$179,984.61 for Net Payroll Expenses

- ratify the EFTPS payment dated 12/31/13 for \$69,210.38 for Federal Payroll taxes

- ratify the EFTPS payment dated 12/31/13 for \$8,047.03 for State Withholding taxes

- ratify the EFTPS payment dated 12/31/13 for \$15,975.38 for Employee Retirement

Contributions

- ratify the Cash Disbursement Journal dated 1/7/14 for \$65,678.54 for CYS Expenses

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to authorize the Tax Claim Bureau to accept any price negotiated by the Bureau on each of the following properties on the repository list:

- Ararat Township: Map #/Parcel #172.00-1,070.00,005. Hugaboom, Florence, trailer only.

- Brooklyn Township: Map #/Parcel #146.00-3,001.00,002. Igoe, Penny, trailer on Michael Igoe land.

- Clifford Township: Map #/Parcel #245.00-3,082.00,000. Dickinson, Wilbur N. & Florence, Elk Trails lot #194B.

- Dimock Township: Map #/Parcel #181.00-1,040.00,001. Fisher, Wendy, trailer on Joseph Fiorentino land.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to sign a Memorandum of Understanding between Susquehanna County and Johnson Controls, Inc., Wilkes-Barre, for a Preliminary Business Case Analysis that projects the financial benefits of a guaranteed energy and operational savings program. The agreement is limited to the participation and cooperation of the parties in preparing the Business Case Analysis.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-01, a Tax Abatement Resolution, approving payment in Lieu of taxes for Emerson Southgate Apartments located at 3 Lackawanna Avenue in the Borough of Hallstead where Hallstead Elderly has constructed affordable, elderly housing units will be exempt from real property taxation provided that payments in lieu of taxes are made in the amount of 20% of the taxes which would otherwise be imposed upon Hallstead Elderly, Inc. with payment due on or before December 31<sup>st</sup> of each year.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-02, a resolution authorizing the Commissioners to borrow \$125,000 for the purpose of paying for the New Entrance Canopy project.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to award the New Entrance Canopy to the lowest qualified bidder, Rock Boulder, Inc., Binghamton, NY for \$179,300.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to acknowledge the appointment of Charles Bullock,

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Meshoppen, to the open full time non-union position of Jury Manager/Clerical Assistant, 40 hours per week, \$14.00 per hour with benefits per the County Personnel Manual, effective date January 1, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to reappoint Richard Franks, Great Bend, to the Susquehanna County Planning Commission for a four year term beginning January 1, 2014 and ending December 31, 2017.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:08 am

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-02  
01-22-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco. Absent: Commissioner Warren

Motion by Commissioner Giangrieco to approve the minutes of the January 8, 2014 Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 1/9/14 for \$176,210.28 for General Expenses

- ratify the Cash Disbursement Journal dated 1/8/14 for \$131,481.56 for General Expenses

- ratify the Cash Disbursement Journal dated 1/20/14 for \$76,657.41 for CYS Expenses

- ratify the Cash Disbursement Journal dated 1/15/14 for \$40,293.42 for General Expenses

- ratify the Gross Wages Report dated 1/15/14 for \$159,823.44 for Net Payroll Expenses

- ratify the EFTPS payment dated 1/15/14 for \$61,074.77 for Federal Payroll taxes

- ratify the EFTPS payment dated 1/15/14 for \$7,278.74 for State Withholding taxes

- ratify the EFTPS payment dated 1/15/14 for \$14,906.73 for Employee Retirement

Contributions

- ratify the Gross Wages Report dated 1/15/14 for \$373.31 for Net Payroll Expenses

- ratify the EFTPS payment dated 1/15/14 for \$86.48 for Federal Payroll taxes

- ratify the EFTPS payment dated 1/15/14 for \$11.46 for State Withholding taxes

- ratify the Cash Disbursement Journal dated 1/17/14 for \$2,144.46 for Jury Expenses

- ratify the Cash Disbursement Journal dated 1/16/14 for \$77,340.35 for General Expenses

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- John Lester, Probation, State College, March 21, May 23, September 19, and November 21, 2014, PA Council of Chief Juvenile Probation Officers Meetings, total cost \$532.00, cost to County \$0.

- Robert Thatcher, EMA, Horseheads NY, February 12-14 or February 26-28, 2014, Training on Talisman Energy Software, total cost \$100.00, cost to County \$100.00.

- Alexander Novack and Mary Noldy, Assessment, Bloomsburg, March 28, 2014, Uniform Standards of Professional Appraisal Practices, cost \$384.00, cost to County \$384.00.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance, with regret, the retirement/resignation of Patricia Oleniacz, by Catherine Benedict, Treasurer, effective end of business day April 3, 2014.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept the resignation, with regret, of Bruce Laubacker, 911, effective end of business day January 8, 2014, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Josh Hale, Little Meadows, to the open Deputy Sheriff position, rate \$11.00 per hour, 40 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit, effective date January 20, 2014, per the recommendation of Lance Benedict, Sheriff.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept a loan offer of \$125,000 from Peoples Security Bank for a period of 30 days at 1.50% interest and \$100 in bank fees for the Entrance Canopy Project.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting

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Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:06 am

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

CS-14-03  
02-12-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of the January 22, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 1/23/14 for \$32,428.42 for General Expenses
- ratify the Cash Disbursement Journal dated 1/22/14 for \$15,912.71 for General Expenses
- ratify the Cash Disbursement Journal dated 2/3/14 for \$78,691.68 for CYS Expenses
- ratify the Cash Disbursement Journal dated 1/29/14 for \$24,207.50 for General Expenses
- ratify the Cash Disbursement Journal dated 1/30/14 for \$1,235,346.21 for General Expenses
- ratify the Cash Disbursement Journal dated 2/5/14 for \$68,567.03 for General Expenses
- ratify the Cash Disbursement Journal dated 2/6/14 for \$54,093.98 for General Expenses
- ratify the Gross Wages Report dated 1/29/14 for \$163,073.30 for Net Payroll Expenses
- ratify the EFTPS payment dated 1/29/14 for \$60,446.92 for Federal Payroll taxes
- ratify the EFTPS payment dated for 1/29/14 \$7,206.73 for State Withholding taxes
- ratify the EFTPS payment dated 1/29/14 for \$14,776.69 for Employee Retirement Contributions
- approve the Gross Wages Report dated 2/12/14 for \$160,307.91 for Net Payroll Expenses
- approve the EFTPS payment dated 2/13/14 for \$60,961.17 for Federal Payroll taxes
- approve the EFTPS payment dated 2/12/14 for \$7,294.90 for State Withholding taxes
- approve the EFTPS payment dated 2/12/14 for \$14,978.12 for Employee Retirement Contributions

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Catherine Benedict & Wanda Travis, Tax Claim, State College, April 11, 2014, Tax Claim Bureau Association 2014 Spring Conference, cost \$90.00, cost to the County \$90.00.
- Erica Johnson, Victims Witness, State College, June 4-6, 2014, Victim Services Conference, cost \$523.00, cost to County \$0.00.
- Paul Johnson, EMA, Wilkes-Barre, February 25, 2014, Linde Safety Seminar, cost \$30.00, cost to County \$30.00.
- Paul Johnson, Robert Thatcher & Rachel Carrico, EMA, Wilkes-Barre, February 19-20, April 23-24, August 12-13, October 25-29, November 13-14, 2014, PEMA Quarterly Training & PEMA Conference, cost \$500.00, cost to County \$500.00.
- Robert Thatcher, EMA, Williamsport, May 12-15, 2014, WWCI Hazardous Materials Emergency Response Tech Training Opportunity, cost \$700.00, cost to County \$700.00.
- Paul Johnson & Robert Thatcher, EMA, Stroudsburg, Monthly and Quarterly, Regional Task Force Meetings, cost \$500.00, cost to County \$500.00.
- Paul Johnson, Robert Thatcher, Rachel Carrico & Carol Ainey, EMA/911, Tunkhannock, G-191 EOC/ICS Interface Training, cost \$30.00, cost to County \$30.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Child Accounting and Profile System (CAPS) Application Service Provider (ASP) Agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc. Fairfax, VA, whereby Avanco will provide access to the Child Accounting and Profile System, Help Desk Support, Data Security and Backup and Recovery if necessary for the period July 1, 2013 through June 30, 2014 for the total amount of \$21,527.00, cost to County approximately \$7,534.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Consulting Agreement between Susquehanna County Services for Children & Youth and

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Avanco International, Inc, Fairfax VA, which provides for necessary training, project assessments, design and development and other items not covered by the help desk, on an as needed, hourly basis for the period July 1, 2013 through June 30, 2014, at the following rates listed below not to exceed a value of \$5,000.

Research Analyst	\$54.50 per hour
Junior Programmer	\$65.40 per hour
Junior Programmer Analyst	\$73.00 per hour
Programmer Analyst	\$76.20 per hour
Senior Programmer Analyst	\$78.70 per hour
Developer	\$92.50 per hour
Senior Developer	\$111.20 per hour
Project Director	\$104.00 per hour

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Child Accounting and Profile System Version 9 Upgrade agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc., Fairfax, VA, for Version 9 upgrades and CWIS FY 13-14 Phase upgrades, total cost to County \$1,527.78. Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the maintenance and service agreement between the Pennsylvania Commission on Crime and Delinquency, the Pennsylvania District Attorneys' Institute and Susquehanna County for the period January 1, 2014 through December 31, 2014, for the SAVIN software used in the District Attorney's Office and the Susquehanna County Correctional Facility. The 50% County portion of the invoice is \$1,187.04.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Certification of County Funds for 2014 Program Year for the purchase of agricultural conservation easements, total funds in the amount of \$136,669.00 were appropriated for the 2014 program year beginning January 1, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Service Agreement between the Susquehanna County Correctional Facility and Cobra Telelink to work in conjunction with the current phone provider, total cost to county \$0.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to exonerate the Susquehanna County Tax Collectors from collecting the County 2013 Delinquent County Returns in the amount of \$529,230.24, per the request of Catherine Benedict, Director of the Tax Claim Bureau.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint Deb Dissinger, Hallstead, to the Economic Development Board for the term of January 1, 2014 through December 31, 2017.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2014-03, a Resolution for the sale of County equipment – one used oil furnace, for the best price obtainable after the required 10 day posting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise the purchase, by sealed bid, of a new phone system for the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building, bids will be due in the Chief Clerks office at 4:00 PM on Tuesday, February 25, 2014, bids will be opened for review at the regular Commissioners meeting on Wednesday, February 26, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment of Ruth Harden, Second Deputy Treasurer, to the open union position of First Deputy Treasurer, no change in rate of pay, 40 hours per week, to start February 6, 2014 until permanent appointment on April 4, 2014, per the recommendation of Catherine Benedict, Treasurer.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the appointment of Sue Blaisure, Domestic Relations, to the union position of Second Deputy Treasurer, Range 13, \$11.36 per hour, 40 hours per week, benefits per the Residual Bargaining Unit, to start February 6,

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2014 until permanent appointment on April 4, 2014, per the recommendation of Catherine Benedict, Treasurer.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Wilma Schuler, Assessments, per the recommendation of Tom Button, Chief Assessor, effective date January 29, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Elizabeth Farringer, Children & Youth, per the recommendation of Michelle Graziano, Director of Children & Youth, effective date February 14, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Samantha Premo, Montrose, to the open, full-time position of Head Real Estate Clerk, Assessments, Rate 1\$10.35 per hour, 37.5 hours per week, six month probation and benefits per the Residual Bargaining Unit, effective February 24, 2014, per the recommendation of Tom Button, Chief Assessor.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners’ meeting  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:15 am

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

CS-14-04  
02-26-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the February 12, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco, Abstain: Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 2/12/14 for \$1,711.19 for General Expenses
- ratify the Cash Disbursement Journal dated 2/13/14 for \$371,088.43 for General Expenses
- ratify the Cash Disbursement Journal dated 2/19/14 for \$32,043.61 for General Expenses
- ratify the Cash Disbursement Journal dated 2/20/14 for \$36,628.41 for General Expenses
- ratify the Cash Disbursement Journal dated 2/21/14 for \$77,797.50 for CYS Expenses
- approve the Gross Wages Report dated 2/26/14 for \$173,198.60 for Net Payroll Expenses
- approve the EFTPS payment dated 2/26/14 for \$7,667.96 for State Withholding taxes
- approve the EFTPS payment dated 2/26/14 for \$15,323.41 for Employee Retirement
- approve the EFTPS payment dated 2/27/14 for \$64,242.54 for Federal Payroll taxes Contributions

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Michelle Graziano & Mark Phillips, CYS, State College, March 25-28, 2014, PCYA Quarterly Meeting, cost \$1,086.00, cost to County \$217.20.
- Joe Naylor, GIS, State College, May 5-7, 2014, GIS is an Art and a Science, cost \$550.00, cost to County \$550.00.
- Paul Johnson, EMA, Harrisburg, April 10 & 11, 2014, G-271 Hazardous Weather and Flood Preparedness, cost \$108.00, cost to County \$108.00.
- Nicholas Conigliaro, SCCF, Feasterville-Trevoze, April 6-9, 2014, PCCA 2014 Spring Conference and Training Seminar, cost \$216.22, cost to County \$216.22.
- Alex Novak & Joan Burman, Assessments, Hazel Township, March 14, 2014, cost \$50.00, cost to County \$50.00.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to advertise for bids for the consideration of the privatization of the Susquehanna County Recycling Center, based on the recommendation of the consulting firm of Nestor Resources.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to open for review the sealed bids for a new phone system for the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building which were due in the Commissioner's office by 4:00 pm on Tuesday, February 25, 2014.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

- 1) Frontier Communications
  - a) \$93,627.00 + \$4,928.00 yearly maintenance fee.
- 2) All Mode
  - a) Configuration 1
    - i) Proposal 1 - \$87,986.82
    - ii) Proposal 2 - \$95,658.79
  - b) Configuration 2
    - i) Proposal 1 - \$95,890.61
    - ii) Proposal 2 - \$102,543.41
  - c) Configuration 3
    - i) Proposal 1 - \$102,918.61
    - ii) Proposal 2 - \$109,006.62
- 3) Guyette Communications Industries
  - a) \$91,518.08

Motion by Commissioner Warren to open for review the sealed bids for a used oil furnace which were due in the Commissioner's office by 4:00 pm on Monday, February 24, 2014.



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Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

(1) Jason Auckland - \$125.00

Motion by Commissioner Giangrieco to award the used oil furnace bid to Jason Auckland, Susquehanna, for \$125.00.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve the purchase of a new Canine for the Sheriff's Office with an eventual move to the Drug and Alcohol Task Force, cost approximately \$19,500.00, price includes cost plus training, to be paid with Drug and Alcohol funding. Second Commissioner Hall. Commissioner Warren withdrew the motion.

Motion by Commissioner Warren to table the motion to approve the purchase of a new canine office for the Sheriff's Office.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Wesley Parks as Farmer Director from Susquehanna County Conservation District Board of Directors, effective date January 20, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the retirement/resignation of John Demmer, Recycling, effective end of business day March 26, 2014, per the recommendation of Jennifer Hibbard, recycling coordinator.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Kelly Conklin, 911 Trainee, effective February 12, 2014, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the transfer of Michelle Hillard, Deputy Sheriff, to Sergeant, Susquehanna County Correctional Facility, per the recommendation of the County Prison Board, effective date March 10, 2014.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:17 am

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-05  
03-12-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the February 26, 2014 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open the Salary Board meeting.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the County Personnel Manual policy change regarding donated time that was made in the Salary Board Meeting March 12, 2014. Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 2/24/14 for \$1,505.16 for Jury Expenses
- ratify the Cash Disbursement Journal dated for 2/26/14 \$183,861.89 for General Expenses
- ratify the Cash Disbursement Journal dated 3/3/14 for \$2,500.00 for General Expenses
- ratify the Cash Disbursement Journal dated 3/5/14 for \$162,755.42 for General Expenses
- ratify the Cash Disbursement Journal dated 3/6/14 for \$63,213.83 for CYS Expenses
- approve the Gross Wages Report dated 3/12/14 for \$161,807.89 for Net Payroll Expenses
- approve the EFTPS payment dated 3/12/14 for \$7,371.61 for State Withholding taxes
- approve the EFTPS payment dated 3/12/14 for \$14,979.99 for Employee Retirement
- approve the EFTPS payment dated 3/13/14 for \$62,042.52 for Federal Payroll taxes Contributions

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Diana Snow – Domestic Relations – 15 Years

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Raebelle Taylor, Domestic Relations, State College, May 7-9, 2014, 2014 Spring Director's Meeting, total cost \$443.00, cost to County \$0.00.
- Paul Johnson, EMA, Philadelphia, May 20-22, 2014, National Homeland Security Conference, total cost \$60.00, cost to County \$60.00.
- Art Donato & Bruce Butler, 911, Snydersville, April 23, 2014, PA NENA (National Emergency Number Association) Annual Training Meeting, total cost \$0.00.
- Art Donato, 911, Snydersville, March 19, June 18, September 17 & December 17, 2014, Northeast Task Force Meetings, total cost \$0.00.
- Constance Hitchcock & Shalane Jarnagin, Commissioners' Office, Harrisburg, April 15, 2014, Unions in the Public Sector Workplace, total cost \$0.00.
- Constance Hitchcock & Shalane Jarnagin, Commissioners' Office, Harrisburg, May 6, 2014, HR Boot Camp, total cost \$0.00.
- Mary Noldy, Assessments, Seven Springs, May 7-9, 2014, AAP 66<sup>th</sup> Annual Conference, total cost \$937.00, cost to County \$937.00.
- Tom Button, Assessments, Seven Springs, May 7-9, 2014, AAP 66<sup>th</sup> Annual Conference, total cost \$1061.91, cost to County \$1061.91.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2014-01, proclaiming March as American Red Cross Month in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2014-02, proclaiming March Colon Cancer Awareness Month in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the renewal contract with Grey Wall Software, LLC, New Haven, CT, whereby Susquehanna County will utilize Grey Wall's Virtual Emergency Operations Center (VEOCI) Software Program for Critical Incident Management, Team Communication, Collaboration, Document Storage and

other uses by additional County Departments. This contract is for maintenance of software, training and support for the period of July 1, 2014 through June 30, 2017. The cost is \$43,200 and is an Act 13 qualified expense.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the contract with Triguard Inc, for the replacement of the Fire Alarm System at the Susquehanna County Correctional Facility, total cost \$34,915.00 Costars pricing, and can be paid with Act 13 funds.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Joel Madas, Harford, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to hire Eric Congdon, Clifford Township, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Dane Sorenson, Roaring Brook Township, to the open, full-time, Dispatcher Trainee position \$9.25 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date to be determined, per the request of Art Donato, 9-1-1 Coordinator.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Matthew Thomas, Veterans Affairs, effective end of business day March 28, 2014, per the recommendation of Connie Hitchcock, Chief Clerk.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept the resignation, with regret, of Laura Watson, DA Task Force, effective March 7, 2014, per the recommendation of District Attorney Jason Legg.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to accept the resignation, with regret, of Michelle Hillard, DA Task Force, effective March 7, 2014, per the recommendation of District Attorney Jason Legg.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Retirement Board meeting.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:15 am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

CS-14-06  
03-26-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of the March 12, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 3/12/14 for \$130,473.11 for General Expenses
  - ratify the Cash Disbursement Journal dated 3/19/13 for \$353,688.36 for General Expenses
  - ratify the Gross Wages Report dated 3/20/14 for \$243.39 for Net Payroll Expenses
  - ratify the EFTPS payment dated 3/20/14 for \$7.47 for State Withholding taxes
  - ratify the EFTPS payment dated 3/21/14 for \$37.24 for Federal Payroll taxes
  - ratify the EFTPS payment dated 3/20/14 for \$12.17 for Employee Retirement
  - ratify the Cash Disbursement Journal dated 3/18/14 for \$50,732.18 for CYS Expenses
  - approve the Gross Wages Report dated 03/26/14 for \$166,459.48 for Net Payroll Expenses
  - approve the EFTPS payment dated 3/26/14 for \$7,400.47 for State Withholding taxes
  - approve the EFTPS payment dated 3/27/14 for \$62,099.68 for Federal Payroll taxes
  - approve the EFTPS payment dated 3/26/14 for \$15,116.91 for Employee Retirement
- Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Patricia Oleniacz – Treasurer – 35 Years

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Paul Johnson, EMA, Lords Valley, April 16, 2014, Previstar-Regional Virtual Eplan Training, total cost \$30.00, cost to County \$30.00.
- Jeffrey Shoemaker, Probation, Wilkes-Barre, April 11, 2014, DUI Instructor Training, total cost \$34.00, cost to County \$0.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize for advertisement a request for proposals for an ACT 39 Guaranteed Energy Savings Project.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize the purchase of carpet tiles for the Courthouse from Interface, LaGrange GA, as they were the lowest quote obtained, total cost \$6,420.85 which is a savings of \$2,474.15 from a previous quote.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the transfer of William Briggs from Assistant Processing Manager to the open full-time non-union position of Processing Manager, \$11.69 per hour, per the recommendation of Jennifer Hibbard, Recycling Coordinator, effective date March 19, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Briana Hollenbeck, Springville, to the open position of Deputy Sheriff, rate \$11.00 per hour, 40 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit, effective date March 24, 2014, per the recommendation of Lance Benedict, Sheriff.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify the termination of Shalane Jarnagin, Commissioners Office, effective March 19, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:33 am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-07  
04-09-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Commissioner Hall recessed the meeting and opened the Salary Board meeting at 9:00 am.

Returned from Salary Board meeting at 9:10 am.

Motion by Commissioner Giangrieco to approve the minutes of the March 26, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 3/26/14 for \$275,187.61 for General Expenses
  - ratify the Cash Disbursement Journal dated 4/3/14 for \$639.00 for General Expenses
  - ratify the Cash Disbursement Journal dated 4/2/14 for \$291,188.74 for General Expenses
  - approve the Gross Wages Report dated 4/9/14 for \$169,868.66 for Net Payroll Expenses
  - approve the EFTPS payment dated 4/9/14 for \$7,692.62 for State Withholding taxes
  - approve the EFTPS payment dated 4/10/14 for \$64,462.40 for Federal Payroll taxes
  - approve the EFTPS payment dated 4/9/14 for \$15,291.16 for Employee Retirement
- Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

- Rolly Brink – Maintenance – 20 Years
- Mary Noldy – Assessments – 10 Years

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Joel Madas, Dane Sorenson and Eric Congdon, 911, Hershey, April 23-24, 2014, Criminal Law Enforcement Assistant Network Training, total cost \$870.00, cost to County \$870.00.
- Lisa Vail, Juvenile Probation, State College, May 15-16, 2014, Youth Level of Service Master Trainer Certification, total cost \$252.00, cost to County \$0.00.
- Laura Watts, Voter Registration, Jim Thorpe, June 19-20, 2014, Pennsylvania County Election Officials Meeting, total cost \$129.00, cost to County \$129.00.
- Art Donato, Bruce Butler, Nancy Tator, Mike Pinkowski, Joel Madas, Eric Congdon, Dane Sorensen, 911, Stroudsburg, April 29, 2014, North East Task Force Knowledge Center Training, total cost \$50.00, cost to County \$50.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to adopt Proclamation 2014-04 proclaiming April 2014 as Grange Month in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept the renewal for MCM Consulting Group, Inc., McMurry, PA, 36 month term, costs \$15,000.00 per year, total cost to County \$45,000.00, for the completion of the 911 Communications Center yearly review and update for submittal of annual and triennial plan funding requests as required under Title 35, Chapter 53 including wireline and wireless planning through Pennsylvania Emergency Management Agency (PEMA).

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to approve the signing of the contract between Constellation Energy, Baltimore, MD, and Susquehanna County, whereby Susquehanna County will purchase electricity from Constellation Energy for a period of one year through Penelec at the rate of \$.07474/kwh and through PPL (Clifford) at the rate of \$.08386/kwh.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the renewal of Financial Edge Training from Blackbaud, Atlanta, GA, for the term May 2, 2014 through May 1, 2015, total cost \$5800.00, for additional Financial Edge training for the Commissioners' Office.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to enter into an agreement with Pictometry International Corporation of Rochester NY, to provide orthophotography/mapping software for use and

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

integration in the County GIS, Assessment, 911 and EMA departments, cost of which is anticipated to be \$119,724.50 to \$366,820.45, dependent upon final contract review and final product decision in conjunction with County Solicitor, cost of which may be spread over a six year period.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the recently negotiated contract for the Residual Bargaining Unit as ratified by the Union members on March 18, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to acknowledge the hiring of Justine Ord, Susquehanna, to the open full-time position of Finance/Enforcement Officer, Domestic Relations, Range 8, \$8.59 per hour, 37.5 hours per week, six month probation, with benefits per the Court Appointed Bargaining Unit Contract, per the request of Judge Kenneth Seamans, effective April 17, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Jacqueline Thatcher, New Milford, to the open full-time position of Intake Officer, Domestic Relations, Range 7, \$8.12 per hour, 37.5 hours per week, six month probation with benefits per the Court Appointed Bargaining Unit Contract, per the request of Judge Kenneth Seamans, effective April 17, 2014.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Hall to ratify the termination of Stacey Hibbard, Jail, effective March 20, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:26 am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-08  
04-23-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to recess the Commissioners meeting and open a Salary Board meeting at 9:00 am.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioners' meeting reconvened at 9:07 am.

Motion by Commissioner Giangrieco to approve the minutes of the April 9, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 4/16/14 for \$147,144.43 for General Expenses
  - ratify the Cash Disbursement Journal dated 4/11/14 for \$7,497.30 for General Expenses
  - ratify the Cash Disbursement Journal dated 4/9/14 for \$228,716.43 for General Expenses
  - approve the Gross Wages Report dated 4/23/14 for \$193,886.14 for Net Payroll Expenses
  - approve the EFTPS payment dated 4/23/14 for \$8,627.38 for State Withholding taxes
  - approve the EFTPS payment dated 4/24/14 for \$74,834.12 for Federal Payroll taxes
  - approve the EFTPS payment dated 4/23/14 for \$16,049.48 for Employee Retirement
- Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Dane Sorensen, Joel Madas & Eric Congdon, 911, New Cumberland, April 28, 29 & 30, 2014, Emergency Medical Dispatch Training, total cost \$1,990.00, cost to County \$1,990.00.
- Paul Johnson & Robert Thatcher, EMA, Stroudsburg, April 29, 2014, Knowledge Center Basic & Administrative Training, total cost \$40.00, cost to County \$40.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recognize Patrick Parks for achieving the rank of Eagle Scout, Boy Scouts of America, Troop #50.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2014-03, proclaiming May 11, 2014 through May 17, 2014 as National Police Week and proclaiming May 15, 2014 as Peace Officers' Memorial Day.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint Jim Kessler, Hallstead, to the Conservation District Board of Directors as a Farmer Director to fill the open position until December 31, 2014, per the recommendation of the Susquehanna County Forest Landowners' Association, Penn State Extension, Susquehanna County Holstein Club and the Susquehanna County Farm Bureau.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint Carl Tanner, Great Bend, to the Susquehanna County Library Board, term to end December 31, 2015.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reappoint Reuben Everitt, Brackney, to the Agricultural Land Preservation Board, term expiring December 31, 2016.

Second Commissioner Hall with the correction to say "reappoint". Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following and removing the trailers from the Repository List, per the recommendation of Catherine Benedict, Tax Claim Director:

1. Bridgewater Twp, Parcel No. 143.06-2,001.02,411, in the name of James McCrillis, consisting of a trailer in Montrose Terrace, assessed at \$1000. Trailer deleted from exempt rolls by Assessment in December, 2012.



Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

2. Ararat Twp., Parcel No. 172.00-1,070.00,005., in the name of Florence Hugaboom, consisting of aTrailer on Hugaboom land, assessed at \$300. Trailer demolished and removed from exempt rolls by Assessment April 8, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the resignation of Justin Sprout, Deputy Sheriff, effective date April 30, 2014, per the recommendation of Lance Benedict, Sheriff due to a transfer to the full-time non-union position of Detective/K9 Officer, \$35,000 per year, 40 hours per week, effective May 1, 2014 with no break in benefit time, per the recommendation of Jason Legg, District Attorney.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint Bruce Butler, Susquehanna, to the open full-time non-union position of 911 Operations and Training Administrator, 40 hours per week, \$34,500 per year and an increase to \$39,000 per year pending a favorable 6 month review, per the recommendation of Art Donato, 911 Coordinator.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Linda Hunter, New Milford, to the open non-union position of Temporary Prothonotary Clerk/Typist, Range 8, \$8.59 per hour, 15 hours per week, position is to last for approximately 6-8 weeks, per the recommendation of Susan Eddleston, Prothonotary/Clerk of Courts.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Betty Phillips, Hallstead, to the open union position of part-time Register and Recorder Clerk/Typist, Range 7, \$8.12 per hour, effective date April 14, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Stuart Slocum as Public Director from Susquehanna County Conservation District Board of Directors, effective date April 17, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:41am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

CS-14-09  
05-14-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open the Salary Board meeting at 9:00 am.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Commissioners' meeting reconvened at 9:01am.

Motion by Commissioner Giangrieco to approve the minutes of the April 23, 2014 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 5/7/14 for \$244,946.63 for General Expenses
- ratify the Cash Disbursement Journal dated 4/30/14 for \$233,855.40 for General Expenses
- ratify the Cash Disbursement Journal dated 4/23/14 for \$404,858.28 for General Expenses
- ratify the Cash Disbursement Journal dated 4/22/14 for \$78,421.71 for CYS Expenses
- ratify the Cash Disbursement Journal dated 5/5/14 for \$82,700.17 for CYS Expenses
- ratify the Gross Wages Report dated 5/7/14 for \$178,137.23 for Net Payroll Expenses
- ratify the EFTPS payment dated 5/7/14 for \$8078.71 for State Withholding taxes
- ratify the EFTPS payment dated 5/8/14 for \$68,401.08 for Federal Payroll taxes
- ratify the EFTPS payment dated 5/7/14 for \$16,158.36 for Employee Retirement
- ratify the EFTPS payment dated 5/7/14 for \$505.44 for Employee wage attachment

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Marlene Estelle, Juvenile Probation, State College, May 28, 2014, Juvenile Case Management System, total cost \$140.00, cost to County \$0.00.
- Michelle Graziano, CYS, Scranton, May 14 – 16, 2014, A Symposium on Understanding, Investigating and Prosecuting Child Abuse & Exploitation, total cost \$194.00, cost to County \$38.80.
- Charmarie Bisel, Joseph Parise & Diana Roszel, , CYS, Scranton, May 14 – 16, 2014, A Symposium on Understanding, Investigating and Prosecuting Child Abuse & Exploitation, total cost \$134.00, cost to County \$26.80.
- Michelle Graziano & Mark Phillips, CYS, Gettysburg, June 17-20, 2014, Pennsylvania Children & Youth Administrators Quarterly Meeting, total cost \$1078.00, cost to County \$215.60.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2014-05, honoring Dr. William Bush for his many years of service to education in Susquehanna County and for being chosen by the Baden-Powell Council of Boy Scouts of America as their 2014 Susquehanna County Distinguished Citizen Award.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recognize Micaela Rhone for being chosen the 2014 Girl of the Year by the Nellie Jane Dewitt Business and Professional Women's Club.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign Contract #C000057646 between the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development and the Susquehanna County Commissioners for \$237,478.00 for Fiscal Year 2013 Community Development Block Grant Program applied for with Resolution 2013-17 dated August 28, 2013. These funds, administered through the Susquehanna County Housing and Redevelopment Authority, will be used for Street Repairs, Demolition and Employment Training. The contract activity period is April 7, 2014 through April 6, 2019.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to authorize Commissioner Alan Hall, as Chairman, to

sign the Federal Funding Accountability and Transparency Act Sub-recipient Data Sheet to be submitted with Contract #C000057646 between the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development and the Susquehanna County Commissioners.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reappoint the following to the Susquehanna County Tourism Committee for the term May 8, 2014 through May 7, 2015.

Andy Aulakh

Gregg Confer

Kim Ross

Michele Suchnick

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to review the Request for Proposals for the Guaranteed Energy Savings Project, proposals were due in the Chief Clerks office on Tuesday May 13 by 4 PM.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco as Pursuant with the Request For Qualifications (RFQ) issued by the county on March 27, 2014 under Pennsylvania's Guaranteed Energy Savings Act, Act 39 of 2010, we approve Johnson Controls Inc., Wilkes-Barre, as our energy services company.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to acknowledge the resignation of Ankur Patel, Judicial Law Clerk, per President Judge Kenneth Seamans, effective end of business day May 2, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the appointment of John Lester, New Milford to the non-union position of Juvenile Probation Supervisor, 40 hours per week, \$55,800.00 per year, per the recommendation of President Judge Kenneth Seamans.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to hire Matthew Fisher, Hallstead, to the open non-union position of Director of Veterans' Affairs, 40 hours per week, \$31,000.00 per year with an increase to \$34,500.00 per year upon completion of a successful six month review, benefits per the County Personnel Manual, effective date Monday May 23, 2014.

Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to update the General Contracting Equipment Contract with Ken Rauch Excavating to add a Tracked Skid Steer for \$95.00 per hour and Labor for \$42.00 per hour.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Election Board Meeting.

Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:10 am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-10  
05-22-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to recess the Commissioners' meeting and open the Salary Board meeting at 9:00 am.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioners' meeting reconvened at 9:04 am.

Motion by Commissioner Giangrieco to appoint Richard Ely, Montrose, to the open non-union position of Human Resources Director/Deputy Chief Clerk, \$48,000.00 per year, minimum 40 hours per week with a six month probation period and benefits per the County Personnel Manual, effective date May 19, 2014.  
Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Warren. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:05 am.

ATTEST:

APPROVED:

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Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-11

05-28-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to amend then approve the minutes of the May 14, 2014 Commissioners' meeting.

-the hire date for Thomas Fischer, Director of Veteran's Affairs corrected to May 19, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the minutes of the May 22, 2014 Special Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 5/14/14 for \$136,309.46 for General Expenses
- ratify the Gross Wages Report dated 5/21/14 for \$195,074.51 for Net Payroll Expenses
- ratify the EFTPS payment dated 5/21/14 for \$8,543.51 for State Withholding taxes
- ratify the EFTPS payment dated 5/22/14 for \$71,956.89 for Federal Payroll taxes
- ratify the EFTPS payment dated 5/21/14 for \$15,491.95 for Employee Retirement

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:

- Tom Button, Alex Novack, Joan Burman & Mary Noldy, Assessments, Tunkhannock, June 20, 2014, Act 28 Assessment Law, total cost \$100.00, cost to County \$100.00.
- Nicholas Conigliaro, SCCF, Hershey, May 22, 2014, CCAP Prison Risk Management, total cost \$148.59, cost to County \$148.59.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Bridge Rehabilitation Design Review Fee Proposal from Greenman-Pedersen for County Bridge No. 15, Great Bend Township, Township Road 822 (Lovers Lane) over Trowbridge Creek, total cost \$4,500.00, project is to be paid with Liquid Fuels Funds.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Bridge Rehabilitation Design Review Fee Proposal from Greenman-Pedersen for County Bridge No. 36, Rush Township, Township Road 502 (Newhart Road) over Middle Branch of Wyalusing Creek, total cost \$4,500.00, project is to be paid with Liquid Fuels Funds.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to sign the Project Development Agreement between Johnson Controls Inc., Plymouth Meeting, and Susquehanna County to provide for the development of facility improvements at all the County's facilities that will fund themselves in part by energy and operational savings over a period of 20 years, total cost \$76,000.00.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise for sealed bids a paving project on upper Monument Street, Old Jail and by the 88 Chenango Street office, project is to be paid with Liquid Fuels Funds.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve for purchase County Suite Sheriff program for the Sheriff's office to replace their current programing, approximate pricing \$29,982.00, funding from ACT 13.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to table the purchase a John Deere 5065E Tractor from Lindsey Lawn & Garden, New Milford, price \$39,773.42, to be paid with Liquid Fuels funds.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to table the purchase a Boom Mower 14' reach with 39" flail mower head from Rovendale Ag & Barn Inc., cost \$13,425.00 to be paid with Liquid Fuels funds.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve for purchase Time Clock Plus, San Angelo, TX, for the purchase of time keeping software and hardware, cost \$26,088.80.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Constance Hitchcock, Chief Clerk, effective end of business day May 28, 2014.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Robin Bebla, Hallstead, to the open full-time union position of Recycling Center Assistant Processing Manager, \$8.67 per hour, 40 hours per week, six month probation with benefits per the Residual Bargaining Unit contract, effective date May 27, 2014, per the recommendation of Jennifer Hibbard, Recycling Center Coordinator.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint the Alan Aronowitz, New Milford, to the Susquehanna County Tourism Committee for the term May 8, 2014 through May 7, 2015.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint the following to the Susquehanna County Emergency Preparedness Task Force for the years 2014-2015:

Robert Stoud, Rachel Carrico	Paul Johnson
Robert Thatcher Jr	Art Donato
Bruce Butler	Alan Hall
Michael Giangrieco	MaryAnn Warren
Sgt. Brian Cawley	Lance Benedict
Debra Strong	Anthony Conarton
Cpt. Michael Koscelnak	Chad Wallace
Blaine Dibble	Jim Krupinski
Kevin Howard	Jerry Fives
Michael Hinds	Elwood Litvin
Robert McTiernan	William Bush
John Kopicki	Carol Boyce
Francine Shea	Bronson Stone
David Griffin	Tom McGroarty
Debra Tomeo	Beverly Griffiths
TJ Jimmie	Dawn Kupst

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint the following to the Local Emergency Planning Committee for the years 2014-2015:

Paul Johnson	Robert Thatcher Jr
Rachel R. Carrico	Arthur Donato
Kevin Howard	Blaine Dibble
Alan M. Hall	Michael Giangrieco
Mary Ann Warren	Lou Richardson
Mark Sullivan	Donald Kessler
Sgt. Brian Cawley	Michael Stalneck
Aaron Griggs	Beverly Griffiths
David Griffis	

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:09am.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioners' meeting reconvened at 9:16 am.

Motion by Commissioner Hall to acknowledge the appointment Sean Hennessey, Susquehanna, to the open part-time, not to exceed 20 hours per week, non-union position of Deputy Coroner, \$14.00 per hour, six month probation, per the recommendation of Anthony Conarton, Coroner.  
Second Commissioner Giangrieco. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:24 am.

ATTEST:

APPROVED:

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Richard J. Ely, Deputy Chief Clerk

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Susquehanna County Commissioners

CS-14-12  
06-11-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the May 28, 2014 Special Commissioners' meeting.

Second Commissioner Hall, Abstain: Commissioner Warren, Ayes: Commissioners Hall and Giangrieco, Motion carried.

Motion by Commissioner Giangrieco to acknowledge Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

-Cheryl Wellman- 911- 25 Years

-Jennifer Hibbard-Waste Management- 10 Years

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify the following:

-ratify the Cash Disbursement Journal dated 5/28/14 for \$298,358.47 for General Expenses

ratify the Cash Disbursement Journal dated 6/4/14 for \$378,843.38 for General Expenses

ratify the Cash Disbursement Journal dated 6/9/14 for \$121,257.81 for General Expenses

-ratify the Gross Wages Report dated 6/4/14 for \$175,615.70 for Net Payroll Expenses

-ratify the EFTPS payment dated 6/4/14 for \$7,990.44 for State Withholding taxes

-ratify the EFTPS payment dated 6/4/14 for \$67,973.08 for Federal Payroll taxes

-ratify the EFTPS payment dated 6/4/14 for \$15,911.99 for Employee Retirement-

-ratify the EFTPS payment dated 6/4/14 for \$689.55 for PASCDU.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

-Linda LaBarbera, Public Defender, Harrisburg, June 5-6, 2014, Annual Criminal Law Symposium, total cost \$299.00, cost to County \$299.00.

-Nicholas Conigliaro, Warden, Lehigh County, July 15, 2014, Regional Jail Workshop – Classification, Inmate Management, total cost \$254.63, cost to County \$254.63.

-Jolene Kelly, Kim Harshaw, Nichole Welmon, Diana Roszel, and Marysa Edwards-Ball, June 5, 2014, Concurrent Planning, Pittston, total cost \$80.00. cost to County \$16.00.

-Allen Smith and Phillip Crisp, June 18, 2014, Advanced Fundamentals of Handgun Marksmanship, Hunlock Creek, total cost \$16.00. cost to County \$16.00.

Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve the Lackawanna-Susquehanna Drug and Alcohol Program for Fiscal Year 2014-2015 Contracts as listed below:

A Better Today, Inc.

Behavioral Health Research Institute

Bowling Green Brandywine

Cedar Residence

Choices

Clear Brook, Inc.

Clem-Mar House, Inc.

Colonial House, Inc.

Community Intervention Center

Firetree, Ltd.

Drug and Alcohol Treatment Service

Eagleville Hospital

Habit OPCO, Inc.

Gaudenzia, Inc.

Lehigh County Center for Recovery

Lourdesmont

Marworth

Marywood University

Northwestern Human Services

Nuestra Clinical Services

PA Treatment and Healing

Pyramid Healthcare, Inc.

Tidgewell Associates

Treatment Trends, Inc.



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The Trehab Center  
Voluntary Action Center  
White Deer Run, Inc.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to transfer Misty Chapman to Human Resources Administrative Assistant, effective June 10, 2014, minimum 40 hours per week, with a salary of \$22,000.00 to be increased to \$26,000.00 after satisfactory completion of a 6 month probationary period with benefits per the County Personal Manual.  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to acknowledge Rachel Carrico to Administrative Assistant/Emergency Management Grant Coordinator/Purchasing Manager effective May 29, 2014, minimum 40 hours per week, on call 24/7, 365 days, with a salary \$28,500.00 with benefits per the County Personal Manual.  
Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge classification change in 911 for Marissa Franchak from TC to QA01 effective May 30, 2014, with her hourly rate increasing to \$15.00 per hour per union contract.  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to acknowledge with regret the resignation of Carl Tanner from the Library Board effective June 6, 2014.  
Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner, (No Action), No bids received by due date and time, to open for review sealed bids for milling and repaving a portion of Monument Street, Old Jail and by 88 Chenango Street Office Building, Montrose, PA which were due in the Commissioner's office by 4:00 pm on June 10, 2014.  
Second Commissioner

Motion by Commissioner Giangrieco to amend agreement between Susquehanna County and DCED on behalf of Susquehanna County Housing Authority to increase contract by \$250,000.00. Total of \$657,000.00 to assist home repairs for the Elderly.  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:14 am  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reconvened the Commissioners' meeting at 9:17 am  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Warren, Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:25 am.

ATTEST:

APPROVED:

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Richard J. Ely, Deputy Chief Clerk

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Susquehanna County Commissioners

CS-14-13  
06-25-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes of the June 11, 2014 Commissioners' meeting.

Second Commissioner Warren, Aye: Unanimous, Motion carried.

Motion by Commissioner Warren to recess the Commissioners' meeting and open a Salary Board meeting at 9:00 am

Second Commissioner Giangrieco, Aye: Unanimous, Motion carried.

Motion by Commissioner Warren to reconvened the Commissioners' meeting at 9:06 am

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify the following:

- ratify the Cash Disbursement Journal dated 6/11/14 for \$60,815.88 for General Expenses
- ratify the Cash Disbursement Journal dated 6/13/14 for \$2,339.60 for General Expenses
- ratify the Cash Disbursement Journal dated 6/17/14 for \$109,494.20 for General Expenses
- ratify the Cash Disbursement Journal dated 6/18/14 for \$152,738.21 for General Expenses
- ratify the Cash Disbursement Journal dated 6/24/2014 for &154,600.11 for General Expenses

- ratify the Gross Wages Report dated 6/18/14 for \$171,981.35 for Net Payroll Expenses

- ratify the EFTPS payment dated 6/18/14 for \$7,629.65 for State Withholding taxes

- ratify the EFTPS payment dated 6/18/14 for \$64,161.96 for Federal Payroll taxes

- ratify the EFTPS payment dated 6/18/14 for \$15,248.10 for Employee Retirement-

- ratify the EFTPS payment dated 6/18/14 for \$689.55 for PASCDU.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Michael Koscelnak, Probation, Nanticoke, June 23, 2014, Officer Survival Mindset, total cost \$8.00, cost to County \$0.

- Lisa Vail, Probation, Scranton, August 6, 2014, Personality Disorders & DSM-5, total cost \$177.00, cost to County \$0.

- Bruce Butler, Nancy Tator and Art Donato, June 25, 2014, Lords Valley, Incident Review Ross Twp. Supervisors Shooting, total cost \$0.00, cost to County \$0.00.

- Laura Watts, Voter's Registration, Erie, August 18-21, 2014, Pennsylvania County Election Officials Conference, total cost \$760.21, cost to County \$760.21

- Michele Jerauld, Linda Daly and Denise Sellers, Domestic Relations, Harrisburg, September 7-11, 2014, 2014 Annual DRAP Conference, total cost \$2,930.00, cost to county \$0.00

Second Commissioner Giangrieco, Aye: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify appointment of R. S. Stoud as Acting Chief Clerk and Open Records Officer, effective June 13, 2014.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to ratify the termination of Joshua Jones, Jail, effective June 11, 2014.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to re-advertise for sealed bids a paving project on upper Monument Street, Old Jail and by the 88 Chenango Street office, project is to be paid with Liquid Fuels Funds.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve for purchase of a John Deere 5065E Tractor from Bartron Supply, Inc., Tunkhannock, price \$31,856.77 Costar pricing, paid with Liquid Fuels Funds.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve for purchase of a Boom Mower 14' reach with 47" flail mower head from Bradco Supply, Towanda, cost \$22,468.40 Costar pricing, paid

with Liquid Fuels Funds.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following and removing the trailers from the Repository List, per the recommendation of Catherine Benedict, Tax Claim Director:

1. Clifford Twp., Parcel No. 266.00-1,0870.00, 026, in the name of Michael & Stacey Tellep, consisting of a trailer in White's Trailer Park, assessed at \$4,100.00 Trailer removed from rolls by Assessment as demolished. Exonerate Tax Claim Bureau from collecting 2012 & 2013 delinquent taxes in the amount of \$576.73.
2. Forest Lake Twp. Parcel No. 083.00-2,046.00,000., in the name of Forest Lake Cottage Owners Association, consisting of 30.81 acres, assessed at \$19,100.00 Assessment added parcel to rolls in 2013 in error. 2013 taxes to be exonerated \$1,365.11.
3. Forest Lake Twp. Parcel No. 083.00-2,047.00,000., in the name of Forest Lake Cottage Owners Association, consisting of 1.56 acres, assessed at \$4,300.00 Assessment added parcel to rolls in 2013 in error. 2013 taxes to be exonerated \$347.28.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve the repairs of all rotten boards, repair roof edge, replace cap above Children & Youth, replace cap of lower side of building on the County Office Building by CRW Construction Service Inc., Kingsley, material & labor \$15,180.00 paid with General Funds.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve the Amendment to the Group Health Plan for eligibility after 90 days in place of 6 months to comply with new Health Care Law.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve GPI-Greenman-Pedersen, Inc. to provide engineering services for Courthouse Column restoration project. This will include construction documents, bidding assistance, contractor interface, review of shop drawings and meeting attendance. Cost \$8,000.00 from General Fund.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve the purchase of 30 computers from Dell, price \$39,812.00, paid with Act 13 Funds.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to appoint Brody Webster of Harford Township to Conservation District Board of Directors as a Public Director, effective June 25, 2014. Term expires December 31, 2014.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to approve Transportation Service Agreement with Trehab, Inc. of Montrose. Agreement Term is for July 1, 2014 to June 30, 2015 Agreement is for Trehab to provide Transportation Services set forth as approved by contract with PA Dept. of Transportation. No cost to county.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to table the RFP's for the purchase of the Susquehanna County Recycling Center.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to open for review RFP's for the purchase of the new phone system.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to acknowledge the resignation of Michael Harlost, 2<sup>nd</sup> Deputy Recorder of Deeds, effective July 18, 2014, per the recommendation of Mary Evans.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Motion by Commissioner Warren to acknowledge the resignation of Donna M. Betters, Fiscal Tech for Susquehanna County Children & Youth, effective end of business day, July 2, 2014, per the recommendation of Michelle Graziano.

Second Commissioner Giangrieco, Ayes: Unanimous, Motion carried.

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners’ meeting.  
Second Commissioner Warren

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:35 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-14  
07-9-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of the June 25, 2014 Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:  
ratify the Cash Disbursement Journal dated 6/27/14 for \$171,347.98 for Net Payroll Expenses

-ratify the Cash Disbursement Journal dated 6/30/14 for \$67,583.82 for General Expenses

-ratify the Cash Disbursement Journal dated 7/1/14 for \$320,306.97 for General Expenses

-ratify the EFTPS payment dated 7/2/14 for \$7,797.40 for State Withholding taxes

-ratify the EFTPS payment dated 7/2/14 for \$66,018.65 for Federal Payroll taxes

-ratify the EFTPS payment dated 7/2/14 for \$15,853.52 for Employee Retirement

-ratify the EFTPS payment dated 7/2/14 for \$689.55 for PASCDU.

-approve the EFTPS payment dated 7/10/14 for \$15,653.51 for Employee Local Wage Tax

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

-Jen Hibbard, Recycling, Wayne County, July 14, 2014, Northeast Regional Recycling Coordinators Roundtable, total cost \$65.00, cost to County \$65.00.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following and removing the trailers from the Repository List, per the recommendation of Catherine Benedict, Tax Claim Director:

Great Bend Twp., Parcel No. 050.00-2,028.00,000, in the name of Rocco Domiano, consisting of 2.15 acres, assessed at \$4,200.00. This parcel number was given in error and does not exist.

2013 taxes to be exonerated \$1,110.54.

Lenox Twp. Parcel No. 262.00-1,046.00,000., in the name of Megan Wilbur, consisting of trailer on Salansky land, assessed at \$1,000.00. Trailer deleted November 2013 as gone.

Exonerate Tax Claim Bureau from collection 2012 & 2013 delinquent taxes in the amount of \$361.92.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise for sale, 1989 John Deere Tractor Model 1080, AS IS.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise for sale, 34 LCD monitors of various makes and sizes, AS IS.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise for sale, 2004 BMW 745 Li, mileage 108,504 and minimum bid of \$7,000.00, AS IS.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint/reappoint the following to the Northern Tier Regional Planning and Development Advisory Committee for the term July 1, 2014 through June 30, 2015.

Economic Development-

Robert Neira

William Dovin

Bobbi Jo Turner

Local Loan Review-

Joe Ferretti

Rick Soden

Keith Yurgosky

Rural Area Transportation-

Rudy Mattes

Leonard Wheatley

Alan Hall

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Workforce Development-  
Local Elected Officials-

No terms in need of re-appointments  
Alan M. Hall  
Michael J. Giangrieco  
MaryAnn Warren  
Jody Place

Member at Large-  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the repairs to County Bridge #37 Rush Twp. Creamery Road and #40 Gibson Twp. State Route 2065, estimated costs \$34,000.00 to \$43,000.00, funded by Liquid Fuels monies.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Joann M Bentler-Alfano, Susquehanna, to the open, full-time position of 2<sup>nd</sup> Deputy Register & Records Office, \$9.61 per hour, 37.5 hours per week, six month probation and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements, effective July 7, 2014, per the recommendation of Mary Evans, Register & Recorder.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Thomas Jagel, Montrose, to the open full-time Dispatcher Trainee position, \$12.00 per hour, 40 hours per week, six month probation and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, effective July 7, 2014, per the recommendation of Art Donato, 9-1-1 Coordinator.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Maggie McNamara, Friendsville, to the open full-time Administrative Assistant to the Chief Clerk position, effective July 24, 2014, minimum 40 hours per week, with a salary of \$26,000.00 to be increased to \$28,000.00 after satisfactory completion of a six month probationary period with benefits per the County Personnel Manual and benefits according to government mandated requirements, per the recommendation of R.S. Stoud, Acting Chief Clerk.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Paige Huscha, Montrose, to the open full-time Dispatcher Trainee position, \$12.00 per hour, 40 hours per week, six month probation and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, effective July 7, 2014, per the recommendation of Art Donato, 9-1-1 Coordinator.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to hire Salene Herman, Montrose, to the open full-time 2<sup>nd</sup> Deputy Prothonotary, \$9.61 per hour, 40 hours per week, six month probation and benefits per the Court Related Bargaining and benefits according to government mandated requirements, effective July 10, 2014, per the recommendation of Susan Eddleston, Prothonotary.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the transfer of Nicholas Conigliaro to Community Corrections Officer, effective date to be determined upon the hiring of a new Warden, salary \$46,250.00, per the recommendation of the County Prison Board.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the hiring of Jordan M. Smith, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date June 25, 2014, per the recommendation of the County Prison Board.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the status change of Carrie Guzy from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective May 8, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the County Prison Board.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the status change of Emily Gow from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective June 5, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the

Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the County Prison Board.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the status change of Jamie Plymill from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective May 29, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the County Prison Board.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the status change of Curtis Walker from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective June 12, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the County Prison Board.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the status change of Ronald Gregory from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective June 6, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the County Prison Board.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the resignation of Justin J. Poklemba, as full-time Corrections, effective June 6, 2014, and remain a part-time Corrections Officer, per the recommendation of the County Prison Board.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to appoint Chris Caterson, Montrose, to the Susquehanna County Planning Commission for a four year term beginning July 9, 2014 and ending December 31, 2017, per the recommendation of Robert Templeton, Planning.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:28 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-15  
07-23-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of the July 9, 2014 Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:01 am.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reconvene the Commissioners' meeting at 9:02 am.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 7/9/14 for \$212,840.38 for General Expenses
  - ratify the Cash Disbursement Journal dated 7/11/14 for \$61,664.15 for General Expenses
  - ratify the Cash Disbursement Journal dated 7/16/14 for \$180,556.05 for Net Payroll Expenses
  - ratify the EFTPS payment dated 7/16/14 for \$8,007.46 for State Withholding taxes
  - ratify the EFTPS payment dated 7/16/14 for \$27,557.32 for Federal Payroll taxes
  - ratify the EFTPS payment dated 7/16/14 for \$16,115.56 for Employee Retirement
  - ratify the EFTPS payment dated 7/16/14 for \$730.98 for PASCDU.
  - ratify the Cash Disbursement journal dated 7/23/14 for \$141,582.63 for General Expenses.
- Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

- John Lester, Probation, State College, September 18, 2014, Case Plan Training, total cost \$143.00, cost to County \$143.00.
- Jeffrey Hindman, Jail, Elizabethtown, September 15-16, 2014, OC Instructor Course, total cost \$200.00, cost to County \$200.00.
- Jamie Plymill & Sherry St. Clair, Jail, Elizabethtown, August 11 – September 5, 2014, Basic Training, total cost \$2,464.00, cost to County \$2,464.00.
- Eric Wilson, Jail, Elizabethtown, July 28 – August 1, 2014, Staff Training, total cost \$28.00, cost to County \$28.00.
- Michael Nicolette & Michael Losapio, Jail, Elizabethtown, July 7 – August 1, 2014, Basic Training, total cost \$2,464.00, cost to County \$2,464.00.
- John Lester, James Gulbin, Joseph Barry and Lisa Vail, Probation, Luzerne County, July 28, 2014, FETC Course 6 – Laser Shot, total cost \$32.00, cost to County \$32.00.
- Lisa Vail, Probation, State College, September 17, 2014, Case Plan Training, total cost \$143.00, cost to County \$143.00
- Misty Chapman, Commissioners, Scranton, September 11, 2014, HR Law, total cost \$172.50, cost to County \$172.50.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to advertise for bids the sale, 2009 Ford E450, Transportation Bus, 128,689 miles, AS IS, bids will be due in the Chief Clerks office by 4:00 PM on Tuesday, August 12, 2014, bids will be opened for review at the regular Commissioners meeting on Wednesday, August 13, 2014.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to re-advertise for request for quote for the consideration of the privatization of the Susquehanna County Recycling Center, based on the recommendation of the consulting firm of Nestor Resources, request for quotes are due in the Chief Clerks office by 4:00 PM on Tuesday, August 26, 2014.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the performance contract between Johnson Controls, Inc. and Susquehanna County Government, for upgrades to the air condition and heating system in Courthouse, Annex, Jail and Warner Building, price \$4,357,240.00, work is to begin July 23, 2014 and expected completion by mid-year 2015, paid with General Funds, subjected to review and approval by County Solicitor.



Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Sarah Smith, Kathleen Aldrich and Sharon Stockholm for the temporary, part-time, nonunion, clerical positions, for doe permits, \$8.12 per hour, effective July 14, 2014 until doe permits are finished in the Treasurer's Office.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Elizabeth Speicher, to the open full-time Judicial Law Clerk, effective August 4, 2014, minimum 40 hours per week, with a salary of \$37,525.00 with benefits per the County Personnel Manual and benefits according to government mandated requirements, per the recommendation of Kenneth W. Seamans, President Judge.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Elizabeth Karpov, to the open full-time Fiscal Assistant Officer, effective July 29, 2014, minimum 40 hours per week, \$9.16 per hour, with a six month probation period and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, per the recommendation of Michelle Graziano, Director of Children & Youth.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reject paving project bid for not submitting before 4:00 pm on Tuesday, August 22, 2014

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to re-advertise for bid of the paving project, bids are accepted until Tuesday, August 12, 2014 by 4:00pm and will be opened at Commissioner's meeting on Wednesday, August 13, 2014 at 9:00am.

Public Comment

Motion by Commissioner Giangrieco to review bid submitted, was noted there was conflicting information so all bids are accepted for review until 9:00 am Wednesday, July 23, 2014.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to award bid to Contour Construction, LLC of Binghamton, NY for the paving project after review of bid proposal if meets criteria.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:27 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-16  
08-13-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to amend then approve the minutes of the July 23, 2014 Commissioners' meeting.

-the hire date for Elizabeth Karpov, Fiscal Assistant Children and Youth corrected to July 24, 2014 and the hourly wage should be \$9.16 not \$9.07.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Michele M. Jerauld – Domestic Relations – 20 Years

Reuben L. Sherman – Jail - 10 Years

Janet DePue - Commissioners - 5 Years

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:02am.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to reconvene the Commissioners' meeting at 9:10am.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 7/30/2014 for \$356,408.56 for General Expenses.

-ratify the Cash Disbursement Journal dated 8/06/2014 for \$152,180.14 for General Expenses

-ratify the Cash Disbursement Journal dated 8/7/2014 for \$132,283.36 for General Expenses

-ratify the Cash Disbursement Journal dated 8/13/2014 for \$143,743.41 for General Expenses

- ratify the Gross Wages Report dated 7/16/2014 for \$183,822.26 for Net Payroll Expenses

-ratify the EFTPS payment dated 7/30/14 for \$8,120.57 for State Withholding taxes

-ratify the EFTPS payment dated 7/30/14 for \$28,021.93 for Federal Payroll taxes

-ratify the EFTPS payment dated 7/30/14 for \$15,672.46 for Employee Retirement

-ratify the EFTPS payment dated 7/30/14 for \$730.98 for PASCDU.

- ratify the Gross Wages Report dated 8/13/2014 for \$173,154.89 for Net Payroll Expenses

-ratify the EFTPS payment dated 8/13/14 for \$7,844.74 for State Withholding taxes

-ratify the EFTPS payment dated 8/13/14 for \$26,856.10 for Federal Payroll taxes

-ratify the EFTPS payment dated 8/13/14 for \$15,923.29 for Employee Retirement

-ratify the EFTPS payment dated 8/13/14 for \$525.63 for PASCDU.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

-Tom Jagel, 911, Nazereth, September 10-12, 2014, EMD Training, total cost \$881.00, cost to County \$881.00.

-Rachel Carrico, EMA, Harrisburg, August 12-15, 2014, and August 25-29, 2014, FEMA Training, total cost \$442.00, cost to County \$442.00.

-Steven Vandermark & Ronald Gregory, Jail, Elizabethtown, September 15-October 10, 2014, Basic Training, total cost \$2,464.00, cost to County \$2,464.00.

-Jeffrey Shoemaker, Probation, State College, September 14-15, 2014, 2014 Annual Conference, total cost \$470.00, cost to County \$470.00.

-Jeffrey Shoemaker, Probation, State College, August 19, 2014, Fire Arm Education and Training, total cost \$8.00, cost to County \$8.00.

-Brianna Strobe, Domestic Relations Solicitor, Harrisburg, September 10, 2014,

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

2014 Annual DRAP Conference, total cost \$0.00, cost to county \$0.00

-Matthew Fisher, Veteran's Affairs, Harrisburg, September 16-19, 2014, Annual Accreditation Training Conference, total cost \$500.00, cost to County \$500.00.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the recommendation of Catherine Benedict, Tax Claim Director:

1. Forest Lake Twp, Parcel No. 102.00-1,002.00,003., in the name of Steven Demarest, consisting of a trailer on S&B Demarest land, assessed at \$1,500.00. Trailer deleted by assessment July 26, 2014 as demolished. Exonerate Tax Claim Bureau from collection on 2013 delinquent taxes in the amount of \$117.05.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to open for review the sealed bids for the 2004 BMW 745 Li, mileage 108,504 and minimum bid of \$7,000.00, AS IS, which were due in the Commissioner's office by 4:00 pm on Tuesday, August 12, 2014.

Second Commissioner Hall, Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to award the bid for the 2004 BMW 745 Li, mileage 108,504 to the highest bidder Chris Marcho, Clifford PA, for \$7,777.77. No other bids.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open for review the sealed bids for the 1989 John Deere Tractor Model 1080, AS IS, which were due in the Commissioner's office by 4:00 pm on Tuesday, August 12, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid for the 1989 John Deere Tractor Model 1080, to the highest bidder, Stoney Mountain Tractor Parts, Montrose for \$4,205.00. Other bids were \$1752.00 from Jim Garner, \$1,510.00 from Herrick Township, \$1,256.00 from Alan Sivers and \$511.00 from Kenny Janoski.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open for review the sealed bids for 2009 Ford E450, Transportation Bus, 128,689 miles, AS IS, which were due in the Commissioner's office by 4:00 pm on Tuesday, August 12, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried

Motion by Commissioner Giangrieco to award the bid for the 2009 Ford E450, Transportation Bus, to the highest bidder, Chicago Autoplex Inc, Hammond, IN for \$1,597.00. Other bids were \$450.00 from Cosmello's Auto Sales.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner (No Action), No bids were received to open for review of the 34 LCD monitors of various makes and sizes, AS IS, which were due in the Commissioner's office by 4:00 pm on Tuesday, August 12, 2014.

Second Commissioner

Motion by Commissioner Giangrieco to send the 34 LCD monitors of various makes and sizes to salvage.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve for purchase of a 2012 Ford Escape XLT 4x4 from Simmons Rockwell, Hallstead, price \$17,999.00, paid with General Fund for Assessment.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the resignation of Carrie Guzy, as full time Corrections Officer, effective July 29, 2014, per the recommendation of the Prison Board.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge with regret the resignation of Elise Ingham, as part time Corrections Officer, effective July 23, 2014, per the recommendation of Warden Conigliaro.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge with regret the resignation of Joel Madas, as full time 911 Dispatcher, effective August 21, 2014, per the recommendation of Art Donato.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the resignation of Sarah Smith, clerical position for doe permits in the Treasurer's Office, effective July 22, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Michelle Longabucco, Carbondale, to the open, part time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date to be determined, per the recommendation of the Prison Board.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the change of status, Jacqueline Canfield from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective July 30, 2014, benefits per the Prison Bargaining Unit Agreement, and per the recommendation of the Prison Board.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the appointment by Treasurer, Cathy Benedict the hiring of Lisa McVaugh, for the temporary, part-time, non union, clerical positions, for doe permits, \$8.12 per hour, effective July 28, 2014 until doe permits are finished.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment by Sheriff Lance Benedict the hiring of John Colton, Montrose, to the open Deputy Sheriff position, rate \$11.00 per hour, 40 hours per week, with a six month probation period and benefits per the Court Related Bargaining Unit and benefits according to government mandated requirements, effective August 4, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment by Prothonotary/Clerk of Courts Sue Eddleston to change Amy Bishop, 1<sup>st</sup> Deputy Clerk of Courts, non union from hourly to salary, salary of \$31,000.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment by Prothonotary/Clerk of Courts Sue Eddleston to change Christine Jones, 1<sup>st</sup> Deputy Prothonotary, non union from hourly to salary, salary of \$31,000.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment by Recorder of Deeds/Register of Wills Mary Evans to change Michelle Estabrook, 1<sup>st</sup> Deputy Registry of Wills and Clerk of Orphans Court, non union, to a salary of \$42,120.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the recommendation and selection by Recorder of Deeds/Register of Wills Mary Evans to appoint Connie Richie to 1<sup>st</sup> Deputy Recorder of Deeds, non union, salary set at \$34,000.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the recommendation and selection by Treasurer Cathy Benedict to appoint Ruth Harden to 1<sup>st</sup> Deputy Treasurer, non union, salary set at \$26,500.00 per year, after six month satisfactory review increase salary to \$28,000.00, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the appointment and selection by Treasurer Cathy Benedict to appoint Cynthia Oleniacz to 1<sup>st</sup> Deputy Tax Claim Director, non union, salary set at \$34,000.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to change salary of Deputy Warden, Josh Weller, non union to \$42,500.00 per year, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Motion by Commissioner Giangrieco to appoint Art Donato to Assistant Director Public Safety/ 911 Coordinator, non union, salary of \$47,500.00 per year, effective August 21, 2014

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge appointment by Prothonotary/Clerk of Courts Sue Eddleston for Deborah Gregory to 2<sup>nd</sup> Deputy Prothonotary/ Domestic Relations, union position, at the hourly rate of \$13.22 per hour, effective August 21, 2014

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the filing of an application for the Municipal Recycling Program Grant 902. Amount of \$181,927.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2014-06, authorizing the Housing/Redevelopment Authority to apply for PHARE funds for continued Neighborhood Stabilization county wide and further development of Kartri site in Forest City for affordable housing.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2014-07 to enter into a Cooperation Agreement with TREHAB Authorizing them to manage PHARE Program for acquisition and rental assistance programs

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2014-09, authorizing the Pennsylvania Housing Finance Agency (PHFA) to seek proposals from the PHARE Fund, which was established by Act 105 of 2014 and provides financial assistance to Counties/Communities impacted by the Marcellus Shale industry to address housing needs. TREHAB is preparing a proposal on behalf of the County to apply for \$100,000.00 for the purpose to of providing rental and utility assistance to County residence in need.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid to Fruehan Construction, Brackney PA, as lowest bidder for the installation of snow guards over the Treasurers roof. Cost of \$660.00 from General Fund.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid to CRW Construction, Kingsley PA, as lowest bidder for the relining of gutters and down spouts on the annex roof. Cost of \$2,340.00 from General Fund.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to put our request of proposal of 49 windows and 3 doors in the court house to be replaced. Proposal specifications are available at the Montrose Courthouse, proposals are due by 3:00PM, Wednesday, August 20, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the Grant for Medical Assistance Transportation Program (MATP) in the amount of \$503,252.00. This is a pass through program, administered by TREHAB.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign the Memorandum of Understanding and Agreement between Susquehanna County Schools and the Susquehanna County Commissioners/Juvenile Probation Department.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to purchase from Sutron Corporation, Sterling, VA, the installation, and set-up of a remote river monitor gauge. Cost of \$12,700.00 from Act 13 funding.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:48.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-17  
08-27-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of August 13, 2014.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:01 am.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reconvene the Commissioners' meeting at 9:03 am.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 8/15/2014 for \$18,370.00 for General Expenses.
- ratify the Cash Disbursement Journal dated 8/20/2014 for \$280,157.56 for General Expenses.
- ratify the Cash Disbursement Journal dated 8/21/2014 for \$106,297.46 for CYS expenses
- ratify the Gross Wages Report dated 8/27/2014 for \$178,356.41 for Net Payroll Expenses
- ratify the EFTPS payment dated 8/27/14 for \$7,912.66 for State Withholding taxes
- ratify the EFTPS payment dated 8/28/14 for \$27,251.86 for Federal Payroll taxes
- ratify the EFTPS payment dated 8/27/14 for \$16,075.17 for Employee Retirement
- ratify the EFTPS payment dated 8/27/14 for \$548.64 for PASCDU.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

- Mark Phillips, Children & Youth, Wilkes University, August 21, 2014, Government & Non Profit Accounting and Auditing Updates, total cost \$108.00, cost to County \$21.60.
- Paul Johnson, EMA, Dickson City, September 4, 2014, Pipeline Safety Awareness & emergency Response Programs, total cost \$30.00, cost to County \$30.00.
- Art Donato & Bruce Butler, 911, State College, September 11-12, 2014, NENA Keystone State Conference, total cost \$860.00, cost to County \$276.00.
- Michele Hillard, Jail, Stroudsburg, September 18, 2014, Regional PREA Specialized Security Training, total cost \$83.93, cost to County \$83.93
- Jen Hibbard, Recycling Center, Wilkes Barre, September 9, 2014, Northeast Coordinators Meeting and ReTrac Training, Total cost \$25.00, total cost to county \$25.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to correct the salary of Deputy Warden to \$44,200.00, effective August 21, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Mark Shelp, Montrose, to the open non union position of Warden, starting salary of \$46,000.00 per year to be increased to \$50,000.00 after a satisfactory review at six months, benefits per the County Personnel Manual, effective September 15, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Jason Beardsley, Montrose, to the open non union position of part-time Assistant Public Defender, Salary of \$24,000.00 per year without Benefits, not to exceed 29 hours a week, effective date August 18, 2014.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Motion by Commissioner Giangrieco to purchase a New Belmont D0924-12, 12K Deck Over Trailer with 24 foot deck for \$3,531.00, after the trade in of the Used Belmont 10K Skid-Steer Trailer, from WTO, Montrose, Cost of \$3,5310.00 from General Fund.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid to Pella, as lowest bidder for the installation of 62 windows and 4 doors. Total Cost of \$208,998.00 paid from General Fund with \$125,000.00 from borrowed funds.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the repairs to County Bridge #38 Springville Twp., estimated costs \$18,000.00 to \$22,000.00, funded by Act 13 Bridge Money.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the purchase of a Hobart Convection Oven for the County Jail from Valiant Equipment, Ormond Beach, FL, for \$13,452.08, the bidder with the most complete Prison Package, paid for from General Funds.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the purchase of the KOVA, Corp Maintenance and Service Agreement ID#14-0901A for the recorder in 911, for \$7,430.36, to be paid by the General Fund.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the purchase of a concurrent use license for GIS from ESRI, Redlands, CA, for \$7,753.00, there is only one vendor that offers this product, paid for from General Funds.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the 2015-2016 Rights and Services Act (RASA) Funding for Victim/Witness Program courts to receive \$44,566.00 for 2015-2016.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2014-11, a resolution authorizing the Commissioners to borrow \$125,000 for the purpose of paying for the windows and doors project at the Courthouse from Peoples Security bank for a period of 30 days at 1.50% interest and \$100.00 in bank fees with no prepayment penalty.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Hall to close the Commissioners' meeting.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:24 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners



CS-14-18  
09-10-14

Commissioner Giangrieco called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of August 27, 2014.  
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.  
Sheri A. Minarsky – Veteran's Affairs – 5 Years  
Erica Johnson – District Attorney - 15 Years  
Teri M. Gulick - Assessment - 15 Years

Motion by Commissioner Giangrieco to ratify or approve the following:  
- ratify the Cash Disbursement Journal dated 8/28/2014 for \$495,475.42 for General Expenses.  
-ratify the Cash Disbursement Journal dated 9/3/2014 for \$219,276.67 for General Expenses.  
-ratify the Cash Disbursement Journal dated 9/8/2014 for \$72,613.23 for CYS expenses  
- ratify the Gross Wages Report dated 9/10/2014 for \$178,758.25 for Net Payroll Expenses  
-ratify the EFTPS payment dated 9/10/14 for \$8,107.83 for State Withholding taxes  
-ratify the EFTPS payment dated 9/11/14 for \$28,333.17 for Federal Payroll taxes  
-ratify the EFTPS payment dated 9/10/14 for \$16,457.95 for Employee Retirement  
-ratify the EFTPS payment dated 9/10/14 for \$548.64 for PASCDU.  
Second Commissioner Hall. Ayes Unanimous. Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:  
-Chad Weaver & Sarah Snee, Children & Youth, Tunkhannock, September 11, 12, 18 and 19, 2014, Child Passenger Safety Training, Total cost 202.00, cost to County \$40.40  
-Gerald Daly, Raymond Totten, Deanna Wasko, Katelyn Briggs & Nicole Welmon, Children & Youth, Pittston, September 8, 2014, Living a meaningful life: Physical and Emotional Well-Being, Total Cost \$40.00, Cost to County \$8.00  
-James DeMann, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost \$0.00, Total to County \$0.00  
-Michelle Hillard, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost &0.00, Total cost to County \$0.00  
- Jeffrey Hindman, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost &0.00, Total cost to County \$0.00  
-Eric Wilson, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost &0.00, Total cost to County \$0.00  
-Vernon Bailey, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost &0.00, Total cost to County \$0.00  
-Lisa Holley, Jail, Scranton, October 2, 2014, Excellent Supervisors Seminar, Total Cost &0.00, Total cost to County \$0.00  
-Joan Burman, Assessment, Lancaster, November 6-7, 2014, USPAP & Legal Roadmap to Assessment Valuation, Total Cost \$625.50, Total Cost to County \$625.50  
-Alex Novak, Assessment, Jessup, September 9, 2014, Resort Appraisals, Total Cost \$25.00, Cost to County \$25.00  
-Thomas Button, Assessment, Jessup, September 26, 2014, Resort Appraisals, Total Cost \$25.00, Cost to County \$25.00  
-Mary Noldy, Assessment, Jessup, September 26, 2014, Resort Appraisals, Total Cost \$25.00, Cost to County \$25.00  
-Michelle Longabucco, Emily Gow & Michelle Hillard, Jail, Elizabethtown, October 19 to November 14, 2014, Basic Training, Total Cost \$3,376.00, Cost to County \$3,376.00  
Second Commissioner Hall. Ayes: Unanimous Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance, with regret, the resignation of Billy Conklin, by Michelle Graziano, Children & Youth, effective end of business day September 26, 2014.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the resignation of Jaqueline Canfield, as full time Corrections Officer, effective September 8, 2014, per the recommendation of the Prison Board.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the change of status, Michelle Langabucco from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective September 9, 2014, benefits per the Prison Bargaining Unit Agreement, and per the recommendation of the Prison Board.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to award the purchase of a new phone system for the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building to Guyette Communications for the amount of \$96,383.00, paid for by General Funds

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to award the purchase for the cabling and Fiber wiring for the Network Infrastructure to support the Information Technology at the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building to Guyette Communications for the amount of \$228,846.00, paid for by Act 13 Funding.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to award the bid of the Network Infrastructure and installation for the Support of the Information Technology at the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building to Sirius for the amount of \$266,819.53, paid for by Act 13 Funding

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign a five year maintenance agreement with Sirius, for the maintenance of the new phone system. Total cost is \$84,995.05, paid for by General Fund

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Customer Service Agreement between Susquehanna County and Cleveland Brothers, Murrysville, for the extended service plan, for the term of three years at the cost of \$2,822.00, charged only for the services that you use and only at the time of service.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to purchase a lightning design and review package for the Susquehanna County Courthouse and the County Office Building from ACE Lightning Protection, Inc., Pittsburg, for the amount of \$5,000.00, paid for by General Funds

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve a retaining wall extending the level area on the Northwest side of the parking lot located in the rear of courthouse for placement of the new generator and chiller, work to be completed by Ken Rauch Excavation, Montrose, and Price of \$14,000.00 to 18,000.00.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to advertise for bids for the sale of 3, Weil-McLain 68 Boilers, model number P-768V-W, AS IS, bids will be due in the Chief Clerks office by 4:00 PM on October 7, 2014, bids will be opened for review at the regular Commissioners meeting on October 8, 2014.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following and removing the trailers from the Repository List, per the recommendation of Catherine Benedict, Tax Claim Director:

Lenox Twp. Parcel No. 048.00-1,060.01,013., in the name of Jamie Kelley, consisting of trailer in Homily Trailer Park, assessed at \$1,000.00. Trailer deleted by assessment August 28 2013 as demolished.

Exonerate Tax Claim Bureau from collection 2012 & 2013 delinquent taxes in the amount of \$345.56.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the Peoples' Security Bank & Trust for a six month cd dated September 25, 2014 at and interest rate of .80% on two million dollars.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to open for review the sealed bids for the Repair to the

# Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Columns in front of the Susquehanna County Courthouse, which were due in the Commissioner's office by 11:00 am on Tuesday, September 9, 2014.

-First General Services of the Southern NY, Inc. Endicott, NY in the amount of \$117,500.00

## Second Commissioner

## Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:24 am.

ATTEST:

APPROVED:

R. S. Stoud, Acting Chief Clerk

## Susquehanna County Commissioners

CS-14-19  
09-24-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of September 10, 2014.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 9/10/2014 for \$186,778.85 for General Expenses.
- ratify the Cash Disbursement Journal dated 9/17/2014 for \$91,961.96 for General Expenses.
- ratify the Cash Disbursement Journal dated 9/19/2014 for \$73,696.08 for CYS expenses
- ratify the Gross Wages Report dated 9/24/2014 for \$180,889.89 for Net Payroll Expenses
- ratify the EFTPS payment dated 9/24/14 for \$8,016.52 for State Withholding taxes
- ratify the EFTPS payment dated 9/24/14 for \$27,626.22 for Federal Payroll taxes
- ratify the EFTPS payment dated 9/24/14 for \$16,280.82 for Employee Retirement
- ratify the EFTPS payment dated 9/24/14 for \$548.64 for PASCDU.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

- Laura Watts, Voter Registration, Scranton, September 19, 2014, Accessibility of polling sited for people with disabilities, Total Cost \$24.56, Total Cost to County \$24.56
- Paul Johnson & Robert Thatcher, EMA, Montoursville, October 8-10, 2014, G-146 Homeland Security Exercise Evaluation, Total Cost \$830.00, Cost to County \$830.00
- Denise Sellers, Domestic Relations, Harrisburg, January 15-16, 2015, April 9-10, 2015, July 16-17, 2015, and October 8-9,2015, DRAP Board meetings, Total Cost \$374.00, Cost to county \$0.00
- R. S. Stoud, Bruce Butler, Joe Naylor & Bob Thatcher, New Haven, CT, October 7-8, 2014, VEOCI Training, Total Cost \$2,041.00, Cost to County \$2,041.00

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Cody J. Scepaniak, Little Meadows, to the open, full-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, per the recommendation of the Warden, effective date October 3,2014

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the status change of Jordan Smith from part-time Corrections Officer to full-time Corrections Officer, with no change in rate, effective September 15, 2014, benefits per the Prison Bargaining Unit Agreement, pursuant to the Bargaining Unit Agreement and benefits according to government mandated requirements, per the recommendation of the Warden.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of William Conklin, as full-time Case Aide in Children & Youth, effective September 26, 2014, per the recommendation of Michelle Graziano, Children & Youth

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of Michael LoSapio, as full-time Correction Officer, effective September 14, 2014, per the recommendation of the Warden.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the termination of Justine Ord, Domestic Relations, per the recommendation of Raebelle Taylor and Judge Seamans, effective September 15, 2014.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of James DeMann, as full-time Corrections Sergeant, effective September 19, 2014, per the recommendation of the

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Warden.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Christina Stouffer, Montrose, to the open, full time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, per the recommendation of the Warden, effective September 29, 2014

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify the hiring of Brandy Astacio, Springville, to the open, full time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, per the recommendation of the Warden, effective September 9, 2014

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Nicole Holofchak, Brackney, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, per the recommendation of the Warden

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the transfer of Melissa Reed, Corrections Officer, to Sergeant, Susquehanna County Correctional Facility, per the recommendation of the Warden, effective date September 24, 2014, minimum 40 hours per week, starting salary \$14.00 per hour, to increase to \$15.00 per hour after successful completion of the six month probationary period, non union position.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to purchase 2803PCOW Snow plow to be installed on the 2012 GMC 3500 from Snake Creek Marine, Montrose. Cost of \$4,175.00 to be paid from the General Fund

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to purchase an 18,000 Gallon Skid Tank, ASME LP Tank, mounted to a steel skid structure for the Jail. Cost of \$77,865.00, from Hiltz Propane Systems, Lancaster. Hiltz Propane System to purchase tank back after use for \$77,865.00. Delivery and site work cost of \$15,000.00, Paid from General Funds

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the installation of a pad for a propane tank at the County jail, to include excavating and backfilling a trench from the pad to the jail, work to be completed by Ken Rauch Excavation, Montrose, and Price of \$14,000.00 to 18,000.00

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve a delivery of approximately 14,400 gallons of propane at the cost of \$1.45 a gallon for the County Jail in the month of October 2014.

And, the second delivery in February/March 2015 for another 14,400 gallons of propane at the cost of \$1.60 a gallon. Fuel to be paid for by General Fund.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion Commissioner

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:15 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners



CS-14-20  
10-08-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Karen VanEtten, Children & Youth, 5 Years.

Margaret (Jan) Krupinski, Coroner, 15 Years.

Motion by Commissioner Giangrieco to amend then approve the minutes of September 24, 2014.

-Christina Stouffer, part time to full time Corrections Officer, effective September 9, 2014

-Brandy Astacio, part time to full time Corrections Officer, effective September 8, 2014

-Cody J. Scepaniak, part time to full time Corrections Officer, effective October 3, 2014

-Melissa Reed, transfer to Sergeant with starting salary \$14.00 per hour and to increase to \$15.00 per hour after six month successful probationary period

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 9/24/2014 for \$73,810.37 for General Expenses.

-ratify the Cash Disbursement Journal dated 10/1/2014 for \$102,066.18 for General Expenses.

- ratify the Gross Wages Report dated 10/8/14 for \$175,791.25 for Net Payroll Expenses

-ratify the EFTPS payment dated 10/8/14 for \$7,967.23 for State Withholding taxes

-ratify the EFTPS payment dated 10/8/14 for \$27,636.45 for Federal Payroll taxes

-ratify the EFTPS payment dated 10/8/14 for \$16,365.42 for Employee Retirement

-ratify the EFTPS payment dated 10/8/14 for \$548.64 for PASCDU.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

-Joshua Weller & Lisa Holley, Jail, Towanda, September 25, 2014, Inmate Sentencing, Total Cost \$75.00, Total Cost to County \$75.00

-Mark Phillips, Children & Youth, Wilkes Barre, October 16, 2014, Health Care Reform, Total Cost \$50.00, Cost to County \$10.00

-Mark Phillips, Children & Youth, Wilkes Barre, November 6, 2014, State Tax Seminar, Total Cost \$145.00, Cost to County \$29.00

-Lisa Holley & Melissa Reed, Jail, Dallas, October 21-24, 2014, Supervisory Development, Total Cost & 231.00, Cost to County \$231.00

-Michelle Graziano & Mark Phillips, Children & Youth, State College October 21-24, 2014, PCYA Quarterly Meeting, Total Cost 1,973.00, Cost to County \$394.00

-John Lester, Probation, November 5-7, 2014, Harrisburg, PA Conference on Juvenile Justice, Annual Training & Awards Program, Total Cost \$516.00, Cost to County \$516.00

-Katelyn Briggs, Nicole Welmon & Deanan Wasko, Children & Youth, Scranton, November 11, 2014, Fetal Alcohol Spectrum Disorders, Total Cost \$ 252.00, Cost to County \$50.40

-Ray Totten, Jerry Daly & Isaac Hobbs, Children & Youth, Scranton, November 21, 2014, Effects of legalizing Marijuana, Total Cost \$ 252.00, Cost to County \$ 50.40

-Paul Johnson, EMA, Scranton, October 21, 2014, Keeping Kids Safe-School Safety & Security Seminar, Total Cost \$30.00, Cost to County \$30.00

-Paul Johnson & Bob Thatcher, EMA, Hamburg, October, 30, 2014, Radiological Transportation Tabletop Exercise, Total Cost \$112.00, Cost to County \$112.00

-Bruce Butler, 911, Erie, October 13, 2014, EMD Recertification, Total Cost \$540.00, Total Cost to County \$540.00

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of Samuel Longacre, as full-time Corrections officer, effective September 26, 2014, per the recommendation of the Warden.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

Motion by Commissioner Giangrieco to approve the purchase of a 2015 Chevrolet Equinox AWD for Children & Youth from Fairway Motors, Hazle Township, price \$24,393.00, Funding 50% Federal, 40% State, 10% County.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the purchase of a 2015 Chevrolet Equinox AWD for Children & Youth from Fairway Motors, Hazle Township, price \$22,953.00, Funding 50% Federal, 40% State, 10% County.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the purchase of a 2015 Chevrolet Equinox AWD for Children & Youth from Fairway Motors, Hazle Township, price \$24,247.00, Funding 50% Federal, 40% State, 10% County.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve for purchase of a 2015 Ford Sedan Police Interceptor AWD for Drug & Alcohol from New Holland Auto Group, New Holland, price \$33,617.51, funding from Drug & Alcohol.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners’ meeting.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:06 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners



Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-21  
10-22-14

Commissioner Hall called the meeting to order at 9:00 am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open the Election Board meeting

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall called the Election Board meeting to order at 9:02 am in the Commissioners' Meeting Room in the Courthouse.

Members Present: Commissioners Hall and Giangrieco

Motion by Commissioner Giangrieco to approve a temporary polling place change for Friendsville Borough from the St. Francis Xavier Church Hall, Friendsville PA, to the Neumann Center, Choconut PA, for the November 4, 2014 election, per the request of Laura Watts, Director of Elections/Voter Registrar, due to a heating fuel spill. This change complies with ADA regulations.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Public Comment

Motion by Commissioner Giangrieco to request the Chief Clerk read back the minutes of this meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to approve the minutes of this October 22, 2014 Election Board meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to close the Election Board Meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried

Commissioner Hall declared the Election Board Meeting adjourned at 9:04 am.

Motion by Commissioner Giangrieco to reopen the commissioners meeting.

Second Commissioner Hall. Ayes: Unanimous, Motion carried

Motion by Commissioner Giangrieco to approve the minutes of October 8, 2014.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 10/15/2014 for \$80,720.09 for General Expenses.

- ratify the Cash Disbursement Journal dated 10/8/2014 for \$275,044.92 for General Expenses.

- ratify the Cash Disbursement Journal dated 10/7/2014 for \$82,301.43 for Children & Youth

- ratify the Cash Disbursement Journal dated 10/10/2014 for \$2,808.00 for Election

- ratify the Gross Wages Report dated 10/22/14 for \$186,090.48 for Net Payroll Expenses

- ratify the EFTPS payment dated 10/22/14 for \$8,288.26 for State Withholding taxes

- ratify the EFTPS payment dated 10/22/14 for \$29,484.63 for Federal Payroll taxes

- ratify the EFTPS payment dated 10/22/14 for \$17,165.58 for Employee Retirement

- ratify the EFTPS payment dated 10/22/14 for \$548.64 for PASCDU.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Steven A. Lueke, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date October 15 ,2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Abilene M. Nicholson, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date October 15, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Aerial Hillard, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date October 16, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to post for the acceptance of sealed bids for General Contracting, excavating and heavy equipment Services for the period of January 1, 2015 to December 31, 2016.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the 2015 service agreement from Creative Information Systems, Manchester, NH, for one year phone support and maintenance for SMS Turbo software at the Recycling Center in the amount of \$585.00 for the weight scale.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the 2015 Full Planned Maintenance Agreement-LPG with Thompson & Johnson Equipment Co., Inc. for the preventative maintenance on the Toyota forklift and the Toyota clamp truck at the Recycling Center in the amount of \$470.00

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the routine servicing of the New Holland LS190 skid steer at the Recycling Center by Stalker Equipment Inc., Montrose PA, in the amount of \$349.84

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the routine servicing of the Bobcat 742B skid steer at the Recycling Center by Stalker Equipment Inc., Montrose PA, in the amount of \$227.09

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the revised 2014 Holiday Schedule to include December 26, 2014 holiday.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the 2015 Holiday Schedule and include a copy in the minutes.

2015 Holiday Schedule

New Year's Day	Thursday, January 1, 2015
County Floating Holiday*	Friday, January 2, 2015
Presidents' Day	Monday, February 16, 2015
Good Friday	Friday, April 3, 2015
Memorial Day	Monday, May 25, 2015
Independence Day	Friday, July 3, 2015
Labor Day	Monday, September 7, 2015
Columbus Day	Monday, October 12, 2015
Veterans' Day	Wednesday, November 11, 2015
Thanksgiving	Thursday and Friday, November 26 & 27, 2015
County Floating Holiday*	Thursday December 24, 2015

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Christmas	Friday, December 25, 2015
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Note: \*County Floating Holidays are not applicable for the County Prison Bargaining Unit.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

The 2015 Budget will be available for review by the public on Monday, November 3, 2014.  
Copies will be available on the front counter of the Susquehanna County Courthouse.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:14 am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-21  
11-12-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of allegiance to the flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of October 8, 2014.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.  
-Christine Harder- Jail- 20 Years

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:02am.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reconvene the Commissioners' meeting at 9:07am.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:  
- ratify the Cash Disbursement Journal dated 11/5/2014 for \$87,854.37 for General Expenses.  
-ratify the Cash Disbursement Journal dated 10/23/2014 for \$230,706.44 for General Expenses.  
-ratify the Cash Disbursement Journal dated 11/07/2014 for \$81,523.26 for Children & Youth  
-ratify the Cash Disbursement Journal dated 10/17/2014 for \$105,205.91 for Children & Youth  
- ratify the Gross Wages Report dated 11/05/2014 for \$178,904.09 for Net Payroll Expenses  
-ratify the EFTPS payment dated 11/05/2014 for \$8,103.40 for State Withholding taxes  
-ratify the EFTPS payment dated 11/05/2014 for \$28,185.09 for Federal Payroll taxes  
-ratify the EFTPS payment dated 11/05/2014 for \$16,650.50for Employee Retirement  
-ratify the EFTPS payment dated 11/05/2014 for \$548.64 for PASCDU.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:  
-Maggie McNamara, commissioner's office, Hershey, November 23-25, 2014, 2014 CCAP Fall Conference, total cost \$688.00, cost to County \$688.00.  
-Michelle Graziano & Diana Roszel, Children & Youth, State College, November 17-18, 2014, County MDIT protocol & Child Advocacy center information, total cost \$30.00, cost to County \$30.00.  
-Marissa Francholk, Brandy Capwell & Eric Congdon, 911,Jessup, November 14, 2014, Crisis Communities, Active Shooter, 911 Ethics liability & customer service, total cost \$46.00, cost to County \$46.00.  
-Jordan Smith and Curtis Walker, Jail, Elizabethtown, November 24-December 19, 2014, Basic Training, total cost \$2,464.00, cost to County \$2,464.00.  
-Jacquelyn Fancher, Domestic Relations, December 9, 2014, Wilkes-Barre, December 9, 2014, PACSETI's Customer Service Course, total cost \$123.50, cost to county \$0.00  
-Laura Watts, Voter Registration, December 4, 2014, Harrisburg, Nomination Petitions, Campaign Finance, casting of Lots, SURE/ELVES Issues and updates, total cost \$168.56, cost to County \$168.56  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to hire Jeffery Oleniacz, Montrose, to the open full-time Dispatcher Trainee position, \$12.00 per hour, 40 hours per week, six month probation and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, effective November 17, 2014, per the recommendation of Art Donato, 911 Coordinator.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to hire Timothy Ransom, Nicholson, to the open full-time Dispatcher Trainee position, \$12.00 per hour, 40 hours per week, six month probation and benefits per the Residual Bargaining Unit and benefits according to government mandated requirements, effective November 17, 2014, per the recommendation of Art Donato, 911 Coordinator.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of Michelle Hinds, as full-time Second Deputy Clerk of Courts, effective November 13, 2014, per the recommendation of Susan Eddleston, Prothonotary/Clerk of Courts.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of Denise Sellers, as full-time Conference Officer/Court Liaison, effective November 13, 2014, per the recommendation of Raebelle Taylor, Director of Domestic Relations.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the resignation of Dane Sorensen, as full-time 911 Telecommunicator, effective November 16, 2014, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the hiring of Mary Noldy, Hop Bottom, to the open non-union position of Assistant Chief Assessor, salary of \$36,000.00, benefits per the County Personnel Manual, effective November 13, 2014, per the recommendation of Thomas Button, Chief Assessor.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reappoint George Conner to the Susquehanna County Economic Advisory Board for the term ending December 31, 2016

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the 2015 contract with Northern Tier Regional Planning & Development Commission and to allocate them \$14,700.00.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to accept a loan offer of \$96,383.00 from Peoples Security Bank for a period of 30 days at 1.50% interest and \$100 in bank fees for the new telephone system.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Software License Agreement between EST Evaluator Service and Technology, Greensburg, PA. and Susquehanna County whereby Susquehanna County will purchase, for the Assessment Office, in the amount of \$191,191.00 to be paid out of Act 13 funding.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-12, a Resolution Authorizing the Filing of an Application for Community Development Block Grant Disaster Recovery Program Funds.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-13, a Resolution on Fair Housing.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-14, a Resolution the Minority Business Enterprise Plan and Statement of Goals resolving that every effort to offer bid opportunities to Minority and women owned businesses.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-15, a Resolution Regarding the Residential Anti-Displacement and Relocation Assistance Plan.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Proclamation 2014-06, proclaiming November 15, 2014 as America Recycles Day in Susquehanna County.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:20 am.

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-22  
11-26-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall and Giangrieco.

Motion by Commissioner Giangrieco to approve the minutes of the November 12, 2014 Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 11/12/2014 for \$222,619.07 for General Expenses.

- ratify the Cash Disbursement Journal dated 11/13/2014 for \$28,228.00 for Elections

- ratify the Cash Disbursement Journal dated 11/14/2014 for \$100.00 for General Expenses.

- ratify the Cash Disbursement Journal dated 11/19/2014 for \$122,646.18 for General Expenses

- ratify the Cash Disbursement Journal dated 11/26/2014 for \$318,843.99 for General Expenses.

- ratify the Cash Disbursement Journal dated 11/21/2014 for \$ 68,052.33 for Children & Youth

- ratify the Cash Disbursement Journal dated 11/17/2014 for \$860.64 for Jury Commission

- ratify the Gross Wages Report dated 11/19/2014 for \$188,587.42 for Net Payroll Expenses

- ratify the EFTPS payment dated 11/19/2014 for \$8,361.44 for State Withholding taxes

- ratify the EFTPS payment dated 11/20/2014 for \$29,424.11 for Federal Payroll taxes

- ratify the EFTPS payment dated 11/19/2014 for \$17,130.32 for Employee Retirement

- ratify the EFTPS payment dated 11/19/2014 for \$548.64 for PASCUD.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

- Jeff Oleniacz & Timothy Ransom, 911, Bainbridge, NY, December 1-3, 2014, Emergency Medical Dispatch, total cost \$985.00, cost to county \$985.00

- Mark Phillips, Children & Youth, Wilkes-Barre, December 4, 2014, Affordable Care Act 2014 Income Tax Changes, total cost \$110.00, cost to County \$22.00

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Alan D. Grick, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date November 17, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge with regret the resignation of Alan D. Grick, part-time Corrections Officer, effective date November 19, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Joan Roberts, Montrose, to the open, part-time position of Kitchen Steward at the Susquehanna County Correctional Facility, not to exceed 29 hours a week, no benefits, \$12.59 per hour, effective date November 16, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Matthew M. Laubach, Susquehanna, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date November 17, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Alek J. Anderson, Montrose, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date November 19, 2014, per the

recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Christa R. Merritt, Uniondale, to the open, part-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date November 19, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Michelle Hibbard, Montrose, to the open, full-time position of Correctional Training Sergeant, \$16.00 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date November 27, 2014, per the recommendation of Warden Shelp.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the Guaranteed Maintenance Agreement with Guyette Communication Industries Corporation for the 124i telephone system at the Recycling Center, in the amount of \$144.00, that covers a service period from December 1, 2014 to November 30, 2015, paid by the General Fund

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to table the signing of the Proposal from DBA Architects, Clark Summit for the replacement of a section of roof at the Susquehanna County Courthouse and to include an additional area of roof and the preparation of front end specifications in the amount of \$14,800, paid by the General Fund.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve for purchase of a 2012 Ford Escape XLT 4x4 from Simmons Rockwell, Hallstead, price \$17,999.00, paid with General Fund for Assessment.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to purchase one electric dryer for the jail from Long's Laundry Equipment, Dallas in the amount of \$3,700.00, paid from the General Fund.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the terms and conditions to purchase one ARC/GIS Server Jumpstart from Environment Systems Research Institute (ESRI), Chesterbrook in the amount of \$8,800.00 paid for by Act 13 funding.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to set the millage for the year 2015 for Susquehanna County as follows: 10.5 mills for General Real Estate for the General Fund and .33 mills for the Library fund. There will be an equivalent 2 mil reduction, which will be a credit, from the ACT 13 Impact Fee from the General Fund for the 2015 tax year. The total millage for Real Estate is 10.83

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reappoint the following to the Economic Development Board for the term January 1, 2014 through December 31, 2017:

- Bill Kelley

- George Conner – amend the appointment of George Conner to a term ending December 31, 2017 not December 31, 2016

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to accept with regret the resignation of Jean Castrogiovanni as Farmer Director to the Susquehanna County Conservation District Board of Directors effective December 31, 2014

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reappoint the following to the Susquehanna County Conservation District Board of Directors:

Jim Kessler - Farmer Director- January 1, 2014 through December 31, 2015

MaryAnn Warren – Commissioner Director – January 1, 2012 through December 31, 2015.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-16, a Resolution opposing the expansion of Federal Control under the Clean Water Act.



Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to adopt Resolution 2014-17, a Resolution of the County of Susquehanna County, Pennsylvania to protect the health, safety, and security of our citizens and community, and providing for other matters related to the subject, with amended wording.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to put out a bid for the Susquehanna County Recycling Center Refuse Needs. The sealed bids will be opened at the December 24, 2014 Commissioner Meeting.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to open for review the sealed bids for the 2015 and 2016 Equipment bid which were due in the Chief Clerk's office by Friday, November 21, 2014

- Popple Construction
- BT Adams LLC
- Stoney Mountain Tractor
- Ken Rough Excavation

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Hall. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 9:25am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-23  
12-10-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to amend and then approve the minutes of the September 10, 2014 Commissioners' meeting.

- Motion by Commissioner Giangrieco to award the bid of the Network Infrastructure and installation for the Support of the Information Technology at the Susquehanna County Courthouse, County Office Building, Montrose District Justice Office and 88 Chenango Street Building to Sirius for the amount of \$266,819.53, paid for by Act 13 Funding

Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco, Abstain: Commissioner Warren. Ayes: Unanimous, Motion carried.

Motion by Commissioner Giangrieco to amend and then approve the minutes of the November 26, 2014 Commissioners' meeting.

- Jim Kessler, Farmer Director, effective, January 1, 2015
- MaryAnn Warren, Commissioner Director, effective January 1, 2015

Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco, Abstain: Commissioner Warren. Ayes: Unanimous, Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.  
Kelly Feduchak – District Magistrate – 5 Years

Motion by Commissioner Giangrieco to recess the Commissioners' meeting and open a Salary Board meeting at 9:00am.

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reconvene the Commissioners' meeting at 9:02am.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 11/28/2014 for \$17,999.00 for General Expenses.
- ratify the Cash Disbursement Journal dated 12/3/2014 for \$291,817.250 for General Expenses
- ratify the Gross Wages Report dated 12/3/2014 for \$177,424.89 for Net Payroll Expenses
- ratify the EFTPS payment dated 12/3/2014 for \$8,020.51 for State Withholding taxes
- ratify the EFTPS payment dated 12/3/2014 for \$27,653.10 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/3/2014 for \$16,488.52 for Employee Retirement
- ratify the EFTPS payment dated 12/3/2014 for \$548.64 for PASCDU.
- ratify the Cash Disbursement Journal dated 12/8/2014 for \$94,814.81 for Children & Youth
- ratify the Cash Disbursement Journal dated 12/10/2014 for \$159,025.89 for General Expenses.

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following seminar requests and/or payment for seminar requests:

- Mark Phillips, Children & Youth, Wilkes University, December 11, 2014, Financial Reporting and Disclosure Update, total cost \$25.00, cost to County \$25.00

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to acknowledge the hiring of Gail Benio, Brackney, to the open Fiscal Assistant for Susquehanna County Service for Children & Youth, rate \$9.16 per hour, 40 hours per week, with a six month probation period and benefits per the Children & Youth Bargaining Unit, effective date December 11, 2014, per the recommendation of Michelle Graziano, Children & Youth

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the hiring of Kyle Ellsworth, Forest City, to the open, full-time position of Correctional Sergeant, \$15.00 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date December 11, 2014, per the

recommendation of Warden Shelp.

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to approve the transfer of Brenda Landes, Kingsley, to the open, full time position of Court Liaison Conference Officer, rate \$12.67 per hour, 40 hours per week, benefits per the Court Appointed Bargaining Unit, effective date December 11, 2014, per the recommendation of Judge Seamans.

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to appoint Brody Webster of Harford to the Conservation District Board of Directors as a Public Director, term beginning January 1, 2015 through December 31, 2018

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to appoint Bill Zick of Brooklyn to the Conservation District Board of Directors, as a Farmer Director, term beginning January 1, 2015 through December 31, 2018.

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to accept with regret, Resignation of Adam Diaz from the Economic Development Board.

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to approve the salary increases for non-union, non-elected official's employee salaries for 2015 at an increase of 2%.

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the insurance contributions beginning January 1, 2015 for non-union employees at the following percentage:

Classification 1 employees are at 25%

Classification 2 employees are at 15%

Classification 3 employees are at 10%

Classification 4 employees are at 0%

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

2015 %			
<u>Classification 1</u>	<u>Classification 2</u>	<u>Classification 3</u>	<u>Classification 4</u>
<u>Elected Officials</u>	<u>Non-Union Employees</u>	<u>Non-Union Employees</u>	<u>Non-Union Employees</u>
<u>25%</u>	<u>15%</u>	<u>10%</u>	<u>Blank</u>
Auditors	Chief Clerk	911 Operations and Training Admin	
Commissioners	Chief Probation Officer	911 Training and QA Supervisor	
Coroner	CYS Director	Adimin Asst for Chief Clerk	
District Attorney	Dir of Public Safety-Emergency Mgmt	Admin Asst / EMA Grant Coordinator	
Prothonotary and Clerk of Courts	Director of Human Resources	Administrative Assistant/Deputy Coroner	
Register and Recorder	DR Director	Assistant Chief Assessor	
Sheriff	Juvenile Probation Supervisor	Assistant District Attorney	
Treasurer	Public Defender	Asst Dir Public Safety/911 Coordinator	
	Warden	Asst Director-DR	
		Caseworker Supervisors-CYS	
		Chief Assessor	
		Chief Deputy Sheriff	
		Community Corrections Officer	
		Corrections Sergeants	
		Corrections Sergeants-Training Officer	
		County Detective	
		County Detective-K9 Handler	
		Court Steno	
		Deputy Warden	
		Director of Elections/Voter Registrar	
		Director of Veterans Affairs	
		EMA Training and Operations	
		First Deputy Clerk of Courts	
		First Deputy Prothonotary	
		First Deputy Recorder of Deeds	
		First Deputy Register of Wills	
		First Deputy Tax Claim	
		First Deputy Treasurer	
		Fiscal Office Manager-CYS	
		GIS Specialist	
		Hearing Master/Officer	
		Human Resources Admin Asst	
		Jury Manager	
		Law Clerk	
		Maintainence Department Head	
		Planning Director	
		Processing/Shipping Manager	
		Public Safety/EMA Coordinator	
		Recycling Coordinator	
		Solicitor-Conflict Counsel	
		Solicitor-CYS	
		Switchboard Operator/Office Assistant	
		System Database Admin	

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to approve the 2015 Miscellaneous Compensation Schedule effective January 1, 2015.  
Second Commissioner Hall. Ayes: Unanimous Motion Carried

2015 MISCELLANEOUS COMPENSATION SCHEDULE				
EFFECTIVE 01/01/2015				
01-4111.00-4391.04	Emergency Burials			\$675.00/Ea.
01-4174.00-4112.59	Off-Day Furnace Maintenance			\$ 35.00/Day +Mileage
01-4120.00-4368.02				
Election Officers	<u>To 150</u>	<u>151-500</u>	<u>501-1000</u>	<u>over 1000</u>
Judge of Election	125.00	130.00	135.00	140.00
Inspector	125.00	130.00	135.00	140.00
Clerk	75.00	80.00	85.00	90.00
Constable and Deputy	75.00	80.00	85.00	90.00
01-4120.00-4315.01	Rent		50.00	
01-4120.00-4368.03	Election Ret Bd – Clerks Computing Returns		75.00/Day	
	Resolution Board		60.00/Day	
	Election Night Workers – Court House		50.00/Day	
01-4136.00-4368.04	Outside Assessors 2400 hours		\$ 7.25/Hr.	
	Electric Hook-up Notices		\$ 2.00/Ea.	
01-4139.00-4362.01	Treasurer's Solicitor		\$600.00/Retainer	

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01-4139.00-4369.01	Temporary Clerical Labor	\$ 7.25/Hr.
01-4437.00-4117.01/ 62-4560.00-4117.01	Tax Collectors' Commission	\$ 4.00/Bill
01-4133.00-4362.01	Auditors Solicitor	\$600.00/Retainer
01-4196.00-4362.01	Reg. of Wills Solicitor	\$600.00/Retainer
01-4153.00-4362.01	Rec. of Deeds Solicitor	\$600.00/Retainer
01-4197.00-4362.01	Sheriff's Solicitor	\$600.00/Retainer
01-4195.00-4362.01	Prothonotary Solicitor	\$600.00/Retainer
01-4191.00-4362.01	Clerk of Courts' Solicitor	\$600.00/Retainer
01-4193.00-4362-01	Coroner's Solicitor	\$600.00/Retainer
01-4194.00-4368.06	Witnesses	\$ 5.00/Day
01-4184.00-4112.01	Court Stenographer	\$67.00/Day
01-4184.00-4368.07	Tipstaff – Court	\$60.00/Day
01-4184.00-4368.08	Viewers	\$75.00/Day
	Chairman – Board of Viewers	\$125.00/Day
01-4184.00-4368.05	Jurors	\$ 9.00/Day
01-4184.00-4341.00	Transcripts	\$ 1.75/Page
01-4184.00-4362.01	Depositions	\$35.00/Each
Professional Services:		
01-4184.00-4362.06	Arbitration Panel	\$150.00/Hr.
	Mental Health Hearing Counsel	\$100.00/Hour
	Mental Health Hearing Officer	\$270.00/Case
01-4184.00-4362.01	Court Appointed Counsel	\$60.00/Hr
01-4152.00-4362.02	Asst. Pub. Def. Prof. Services Legal	\$50.00/Hr.
01-4236.00-4113.59	Adult Probation – On Call	\$200.00/Wk
01-4237.00-4113.59	Juvenile Probation – On Call	\$200.00/Wk
01-4193-00-411359	Second Deputy Coroner-On Call	\$3.00/Hr-
	Salary Board 6-11-14	Bi-Yearly
01-4232.00-4369.01	Prison Inmate Labor	\$ .25-2.00/Hr
01-4590.00-4395.03	Memorial Day Expenses	\$400.00/Ea
16-4470.00-4113.59	Services for Children & Youth – On Call	\$200.00/Wk
15-4187.00-4362.01	DRS Professional Legal Services/Solicitor	\$100.00/Hr.
	Witnesses	\$ .07/Mile
	Jurors	\$ .17/Mile
	Co. Officials & Employees on Co. Business	IRS RATE
	Minimum	\$ 2.00/Trip

APPROVED: 12/10/2014

Motion by Commissioner Giangrieco to transfer the Marcellus Legacy Funds in the amount of \$41,003.83 to the Agricultural Land Preservation Board Fund.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to assemble a bid package for Security IP Cameras to be used on County owned properties and leased facilities. Dates to be determined.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to authorize the Budget request between Susquehanna County and Penn State Extension District 4 to fund the Counties share of the District costs, as determined annually by Extension and the Commissioners of Bradford, Sullivan, Susquehanna and Tioga Counties and the District Director of Extension District 4. These funds will be used to operate Extension District 4 on an annual basis. 2015 allocation is \$113,444.00.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to sign the service agreement with Trinity Services Group, Inc., Oldsmar, FL for food service at the Susquehanna County Correctional Facility for a period of one year from the date of contract signed, at a cost of \$370.00 per week.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign a lease agreement with TOPP Copy for a Canon Large Format Dye Printer for 39 months at a cost of \$336.34 per month, Paid by General Fund for the GIS department.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to award the General Excavating and related contracting services bid to Ken Rauch Excavating of Montrose for a two year contract beginning January 1, 2015 through December 31, 2016.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to open for review the sealed bids for the Standby Power Generator bids which were due in the Chief Clerk's office by Tuesday, December 9, 2014.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:15am.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

CS-14-24  
12-11-14

Commissioner Hall called the meeting to order at 6:00pm in the Commissioners' Meeting Room in the Courthouse.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to set the salary increase for the Commissioners, Treasurer, Recorder of Deeds/Register of Wills, and Auditors for the years 2016 and 2017 at 0% per year and require them to pay 25% of health insurance premium in 2016 and 2017. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to set the salary increase for the Commissioners, Treasurer, Recorder of Deeds/Register of Wills, and Auditors for the years 2018 and 2019 at 0% per year and require them to pay 25% of health insurance premium in 2018 and 2019. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Hall to set the salary increase for the Coroner for the years 2016 and 2017 at 7% per year and require paying 25% of health insurance premium in 2016 and 2017. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Hall to set the salary increase for the Coroner for the years 2018 and 2019 at 0% per year and require paying 25% of health insurance premium in 2018 and 2019. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners' meeting adjourned at 6:02 pm.

ATTEST:

APPROVED:

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R. S. Stoud, Acting Chief Clerk

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Susquehanna County Commissioners

CS-14-25  
12-24-14

Commissioner Hall called the meeting to order at 9:00am in the Commissioners' Meeting Room in the Courthouse.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes of the December 10, 2014 Commissioners' meeting and the December 11, 2014 Special Commissioner's meeting. Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 12/18/2014 for \$66,524.23 for Children & Youth.
- ratify the Cash Disbursement Journal dated 12/17/2014 for \$589,779.42 for General Expenses
- ratify the Gross Wages Report dated 12/17/2014 for \$195,525.49 for Net Payroll Expenses
- ratify the Gross Wages Report dated 12/17/2014 for \$70.00 for Net Payroll Expenses
- ratify the EFTPS payment dated 12/17/2014 for \$8,672.23 for State Withholding taxes
- ratify the EFTPS payment dated 12/17/2014 for \$2.15 for State Withholding taxes
- ratify the EFTPS payment dated 12/17/2014 for \$32,070.23 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/17/2014 for \$8.68 for Federal Payroll taxes
- ratify the EFTPS payment dated 12/17/2014 for \$17,434.81 for Employee Retirement
- ratify the EFTPS payment dated 12/17/2014 for \$548.64 for PASCDU.

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to ratify or approve the following seminar requests and/or payment for seminar requests:

- Michelle Hillard, Jail, Elizabethtown, January 12-16, 2015, Training for Staff Training, Cost \$200.00, Cost to County \$200.00
  - Michelle Hillard, Jail, Elizabethtown, January 6-9, 2015, Defensive Tactics Instructor Course, Cost \$200.00, Cost to County \$200.00
  - Michelle Hillard, Jail, Elizabethtown, March 3-4, 2015, Oleoresin Capsicum OC Instructor, Cost \$195.00, Cost to County \$195.00
  - Cody Scepaniak & Christina Stouffer, Jail, Elizabethtown, March 16-April 10, 2015, Basic Training, Cost \$2,464.00, Cost to County \$2,464.00
  - Bruce Butler, 911, Morris Plains, NJ, January 13-14, 2014, EMD-Q, Cost \$1,110.00, Cost to County \$1,110.00
  - John Karakash, Jail, Elizabethtown, March 23-27, 2015, CPR, AED, Basic First Aid, Cost \$195.00, Cost to County \$195.00
  - Michelle Graziano & Mark Phillips, Children & Youth, State College, January 20-23, 2015, PCYA Quarterly Meeting, Cost \$1,144.00, Cost to County \$228.80
- Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to acknowledge the transfer of David Fredendall, Montrose to the open Field Appraiser for Susquehanna County Assessment Office, rate \$10.35 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit, effective date January 8, 2015, per the recommendation of Thomas Button, Head Assessor

Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to acknowledge the hiring of Sandra Henry, Hop Bottom, to the open, full-time position of Clerk of Courts, \$9.61 per hour, 40 hours per week, six month probationary period per the Court Related Bargaining Unit Contract and benefits according to government mandated requirements, effective date December 15, 2014, per the recommendation of Sue Eddleston, Prothonotary & Clerk of Courts.

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to approve the transfer of Justin Poklemba, Montrose, to the open, full-time position of Corrections Officer, \$12.59 per hour, varied hours, six month probationary period per the Prison Bargaining Unit Contract and benefits according to government mandated requirements, effective date December 12, 2014, per the recommendation of Warden Shelp.

Second Commissioner Warren. Ayes: Unanimous Motion Carried



Susquehanna County, PA Commissioners' Public Meeting Minutes for 2014

Motion by Commissioner Warren to adopt Resolution 2014-19, a Resolution for PLGIT (Pennsylvania Local Government Investment Trust)  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to reappoint John Butler and Katherine Shelly to the Susquehanna County Planning Commission, term beginning January 1, 2015 through December 31, 2018.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to reappoint Joseph Matis as Housing Authority Director, term beginning January 1, 2015 through December 31, 2020.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to sign the proposal from MCM Consulting Group, Inc. for Professional Consulting Services in the amount of \$3,750.00 per month. Paid from general fund.  
Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Nay: Commissioner Giangrieco. Motion carried.

Motion by Commissioner Warren to sign the change order #2 for additional windows from Pella Products, Inc., Pittston in the amount of \$48,868.00. Paid from General Fund.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the change order #3 for additional windows from Pella Products, Inc., Pittston in the amount of \$2,875.00. Paid from General Fund.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to sign the lease agreement between Susquehanna County and Trehab for a period starting July 1, 2014 through June 30, 2015, for the use of County vehicles at \$1.00 per vehicle.

2008	Ford	Bus	1FD3E35L28DB56401
2009	Ford	Bus	1FD3E45S39DA18653
2010	Ford	Bus	1FDEE3FL1ADA02727
2010	Ford	Bus	1FDEE3FL3ADA02728
2010	Ford	Bus	1FTDS3ES2ADA25418
2010	Ford	Bus	1FTDS3ES4ADA25419
2010	Ford	Bus	1FTDS3ES0ADA25420
2010	Dodge	Van	2D4RN4DE4AR498557
2010	Dodge	Van	2D4RN4DE6AR498558
2010	Dodge	Van	2D4RN4DE6AR498559
2011	Ford	Bus	1FD3E4FS2BDA63040
2012	Dodge	Van	2C4RDGCG3CR193252
2012	Dodge	Van	2C4RDGCG5CR193253
2013	Ford	Bus	1FD3E4FS9DDA02805
2015	Ford	Bus	1FD3E4FS4FDA10555
2015	Ford	Bus	1FD3E4FS6FDA10556
2015	Ford	Bus	1FD3E4FS0FDA11976
2015	Dodge	Van	2C4RDGBG1FR570179
2015	Chevy	Equinox	2GNFLEEK2F6157240

Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to award the Standby Generator Project bid to Joyce Electrical, Eynon in the amount of \$219,000.00. Paid from General Fund.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to sign Memorandum of Understanding with United Way of Susquehanna County with a onetime contribution of \$5,000.00 to link the Susquehanna County resident to the 2-1-1 program. Paid from Act 13. Pending review to approve by County Solicitor.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Motion by Commissioner Giangrieco to sign the Frontier Services Agreement for equipment and services after review to approve by County Solicitor.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Motion by Commissioner Warren to adopt the 2015 Susquehanna County Budget.  
Second Commissioner Giangrieco. Ayes: Unanimous Motion Carried

Susquehanna County, PA Commissioners’ Public Meeting Minutes for 2014

Motion by Commissioner Giangrieco to open for review the sealed bids for the Refuse Service bids which were due in the Chief Clerk’s office by Tuesday, December 23, 2014. Second Commissioner Warren. Ayes: Unanimous Motion Carried

Public Comment

Motion by Commissioner Hall to close the Commissioners’ meeting.  
Second Commissioner Warren. Ayes: Unanimous Motion Carried

Commissioner Hall declared the Commissioners’ meeting adjourned at 9:21am.

ATTEST:

APPROVED:

\_\_\_\_\_  
R. S. Stoud, Acting Chief Clerk

\_\_\_\_\_  
Susquehanna County Commissioners