

**Susquehanna County Commissioners
August 12, 2026
Agenda**

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

Pledge of Allegiance to the Flag

Moment of Silence

Present: Commissioners Hall, Darrow, McNamara

Employee Years of Service Recognition

Lorraine Depew	District Attorney's Office	25 Years
John Lester	Juvenile Probation	35 Years
Linda Daly	Domestic Relations	40 years

Public Comment on agenda and non-agenda items:

- 1. Motion by Commissioner to close public comment.
Second by Commissioner**
- 2. Motion by Commissioner to approve the minutes of the July 22, 2026,
Commissioners' Meeting.
Second by Commissioner**
- 3. Motion by Commissioner to recess the Commissioners Meeting and
open the Salary Board Meeting.
Second by Commissioner**

Returned to Commissioners Meeting at a.m.

- 4. Motion by Commissioner to ratify and approve the following:**
 - Cash Disbursement Journal dated 7/30/2026 for \$79,339.37 for General Expenses**
 - Cash Disbursement Journal dated 7/21/2026 for \$14,545.78 for FNB Credit Cards**
 - Cash Disbursement Journal dated 7/23/2026 for \$154,100.48 for Children & Youth**
 - Cash Disbursement Journal dated 7/23/2026 for \$56,549.04 for Children & Youth**
 - Cash Disbursement Journal dated 7/23/2026 for \$589,353.82 for General Expenses**
 - Cash Disbursement Journal dated 7/22/2026 for \$67,866.90 for Wire Transfer**
 - Cash Disbursement Journal dated 7/23/2026 for \$256,412.47 for Net Wages**
 - Electronic Payment dated 7/23/2026 for \$158.61 for PA SCU**
 - EFTPS dated 7/23/2026 for \$84,022.10 for Federal Payroll Taxes**
 - Electronic Payment dated 7/23/2026 for \$26,813.00 for Employee Retirement**
 - Electronic Payment dated 7/23/2026 for \$10,807.43 for State Withholding**
 - Electronic Payment dated 8/4/2026 for \$4,949.54 for Molenko's**
 - Electronic Payment dated 8/5/2026 for \$75,454.72**

- Cash Disbursement Journal dated 7/1/2026 for \$960.00 for Wire Transfer
- Cash Disbursement Journal dated 8/5/2026 for \$2,625.00 for Wire Transfer
- Cash Disbursement Journal dated 8/6/2026 for \$225,728.08 for General Expenses
- Cash Disbursement Journal dated 8/6/2026 for \$239,789.71 for Net Wages
- Electronic Payment dated 8/6/2026 for \$158.61 for PA SCDU
- EFTPS dated 8/6/2026 for \$78,812.05 for Federal Payroll Taxes
- Electronic Payment dated 8/6/2026 for \$27,094.65 for Employee Retirement
- Electronic Payment dated 8/6/2026 for \$10,276.52 for State Withholding
Second by Commissioner

5. Motion by Commissioner _____ to approve the following seminar and travel requests:
 - Emily Freeman, Assessment, Valuation of Mobile Home Parks, Bloomsburg, PA, 8/7/2026. Total Cost: \$20.00. Cost to County: \$20.00.
 - Patti Pletz, Planning and Agricultural Preservation, Farm Bureau/Ag Preservation Booth, Harford, PA, 8/18/206-8/20/2026. Total Cost: \$0.00. Cost to County: \$0.00.
 - Jason Miller, Human Resources, SCHRPP Annual Conference, Lancaster, PA, 9/23/2026-9/25/2026. Total Cost: \$437.84. Cost to County: \$437.84.
 - Jeffery Mead, Veterans Affairs, Community Awareness and Resource Conference, Montrose, PA, 9/30/2026. Total Cost: \$0.00. Cost to County: \$0.00.
 - Matthew Granick, NRA Handgun/Shotgun Firearms Instructor, Dingmans Ferry, PA, 9/14/2026-9/18/206. Total Cost: \$795.00. Cost to County: \$795.00.
6. Motion by Commissioner _____ to approve Proclamation 2026-21, proclaiming August as Child Support Enforcement Month in Susquehanna County.
Second by Commissioner
7. Motion by Commissioner _____ to establish the Department of Human Services within the Commissioner's Office, creating a unified department to coordinate and strengthen the County's response to mental health, intellectual disabilities, drug and alcohol, and financial insecurity needs.
Second by Commissioner
8. Motion by Commissioner _____ to enter into a contract with Naby's Paving and Excavating, Binghamton, NY, to repair the parking lot at the Courthouse, including crack sealing, repair to edges and striping, at a total cost of \$16,500.00.
Second by Commissioner
9. Motion by Commissioner _____ to approve the termination of the contract with realauction.com, originally entered into on May 27, 2026 for a three-year term, termination effective immediately.
Second by Commissioner
10. Motion by Commissioner _____ to ratify and approve entering into a Intergovernmental Agreement with Wyoming County and Wyoming County Correctional Facility for the housing of Susquehanna County inmates at a cost of \$80.00 per day, per inmate, effective March 24, 2026 through December 31, 2028.
Second by Commissioner
11. Motion by Commissioner _____ to approve entering into a planned service agreement with Johnson Controls, Inc., Wilkes-Barre, PA, for preventative

**maintenance and software upgrades for the HVAC Metasys at a cost of \$18,565.00 for one-year, effective January 1, 2027 through December 31, 2027, per the recommendation of Michael Bartkus, Assistant Director of Public Facilities.
Second by Commissioner**

- 12. Motion by Commissioner to approve entering into a contract with 11:11 Systems, Inc., Houston, TX, for Security Information and Event Management (SEIM) software at a cost of \$24,964.80/year for three years at a total cost of \$24,964.80/year for three years at a total cost of \$74,894.40, effective August 12, 2026, through August 12, 2029, per the recommendation Stephen Janoski, Director of IT/GIS Coordinator.
Second by Commissioner**
- 13. Motion by Commissioner to approve the 2027 Holiday Schedule.
Second by Commissioner**
- 14. Motion by Commissioner to approve the hiring of Jason Zabrowski, Jermyn, to the open, full-time, non-union position of Director of Public Facilities, \$72,000.00 per year, effective August 20, 2026, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Chief Clerk, Rebekah Hubbard.
Second by Commissioner**
- 15. Motion by Commissioner to ratify and approve the hiring of Ashley Conrad, Clifford Township, to the open, full-time, union-eligible position of Assistant Office Manager – MDJ Clifford, \$16.20 per hour, effective August 3, 2026, with a six-month probationary period and benefits according to the Court Appointed Bargaining Agreement and the County Policy Manual, per the recommendation of Magisterial District Judge Suzanne Brainard.
Second by Commissioner**
- 16. Motion by Commissioner to ratify and approve the transfer of Jolene Kelly from the position of Caseworker II to the open, full-time, non-union position of Casework Supervisor, \$83,636.80 per year, effective August 6, 2026, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner**
- 17. Motion by Commissioner to ratify and acknowledge the termination of Kennedy Mattocks from the full-time, non-union position of 2nd Deputy Prothonotary/Clerk of Courts, effective August 6, 2026, per Jan Krupinski, Prothonotary/Clerk of Courts.
Second by Commissioner**
- 18. Motion by Commissioner to ratify and approve the termination of Stephanie Devlin from the full-time, union-eligible position of 911 Telecommunicator, effective August 10, 2026, per Samantha Rozel, Director of 911.
Second by Commissioner**
- 19. Motion by Commissioner to ratify and approve the hiring of Jennifer Lewis, Susquehanna, to the open, full-time, union-eligible position of Telecommunicator, \$18.15 per hour, effective August 3, 2026, with a six-month**

probationary period and benefits according to the Residual Bargaining Agreement and the County Policy Manual, per the recommendation of Samantha Rozel, Director of 911.

Second by Commissioner

20. Motion by Commissioner to ratify and approve the hiring of Sara Miller, New Milford, to the open, full-time, union-eligible position of Telecommunicator, \$18.15 per hour, effective August 3, 2026, with a six-month probationary period and benefits according to the Residual Bargaining Agreement and the County Policy Manual, per the recommendation of Samantha Rozel, Director of 911.

Second by Commissioner

21. Motion by Commissioner to advertise for bid on Municibid the following vehicles:

- 2019 Ford F350 with plow and spreader, VIN# 1FT8X3867KEG51486, Mileage: 9,212
- 2020 Ford E450 Bus, VIN #: 1FDFE4FS5KDC56248, Mileage: 152,132

Second by Commissioner

22. Motion by Commissioner to award the bid for the following vehicle:
- 2013 Chevrolet Impala, VIN#: 2G1WB5E31D1171427, Mileage: 78,095

Second by Commissioner

23. Motion by Commissioner to close the Commissioners' Meeting.

Second by Commissioner

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