

**Susquehanna County Commissioners
October 14, 2026
Agenda**

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

Pledge of Allegiance to the Flag

Moment of Silence

Present: Commissioners Hall, Darrow, McNamara

Public Comment on agenda and non-agenda items:

- 1. Motion by Commissioner to close public comment.
Second by Commissioner**
- 2. Motion by Commissioner to approve the minutes of the September 23,
2026, Commissioners' Meeting.
Second by Commissioner**
- 3. Motion by Commissioner to recess the Commissioners' Meeting and
open the Salary Board Meeting.
Second by**

Returned to the Commissioners' Meeting at a.m.

- 4. Motion by Commissioner to ratify and approve the following:**
 - Cash Disbursement Journal dated 10/5/2026 for \$75,143.27 for Children & Youth**
 - Cash Disbursement Journal dated 9/30/2026 for \$181,996.26 for General Expenses**
 - Cash Disbursement Journal dated 9/24/2026 for \$313,683.82 for General Expenses**
 - Cash Disbursement Journal dated 9/30/2026 for \$19,967.80 for FNB Credit Cards**
 - Cash Disbursement Journal dated 10/1/2026 for \$234,051.57 for Net Wages**
 - Electronic Payment dated 10/1/2026 for \$158.61 for PA SCDU**
 - EFTPS dated 10/1/2026 for \$76,601.11 for Federal Payroll Taxes**
 - Electronic Payment dated 10/1/2026 for \$26,194.63 for Employee Retirement**
 - Electronic Payment dated 10/1/2026 for \$10,011.40 for State Withholding**
 - Electronic Payment dated 10/1/2026 for \$162.67 for PA Department of Revenue**
 - Electronic Payment dated 9/21/2026 for \$1,100.71 for Jury Pay**
 - Cash Disbursement Journal dated 10/8/2026 for \$369,627.95 for General Expenses**
 - Cash Disbursement Journal dated 10/8/2026 for \$81,516.77 for Children & Youth****Second by Commissioner**
- 5. Motion by Commissioner to approve the following seminar and travel requests:**

- Pam Sheetz, Human Services, PASCHA Annual Conference, Harrisburg, PA, 10/21/2026-10/22/2026. Total Cost:\$339.00. Cost to County: \$339.00.
- Jessica Chiaramonte and Angelica Howell, Coroner's Office, Annual Coroner/Law Enforcement/EMS Continuing Education Day, Williamsport, PA, 11/20/2026. Total Cost: \$0.00. Cost to County: \$0.00.
- Margaret Krupinski, Prothonotary/Clerk of Courts, CountySuite User Group, State College, PA, 11/17/2026. Total Cost: \$175.00. Cost to County: \$175.00.
- Virginia Smith, ReEntry, Pennsylvania Association of County Human Services Conference, Harrisburg, PA, 10/21/2026. Total Cost: \$50.00. Cost to County: \$50.00.
- Nathaniel Wallace, EMA, Integrated Warning Team Seasonal Preparedness Meeting with NWS, Endicott, NY, 10/30/2026. Total Cost: \$0.00. Cost to County: \$0.00.

Second by Commissioner

6. Motion by Commissioner _____ to approve Proclamation 2026-29, proclaiming October 24, 2026 as World Polio Day in Susquehanna County.
Second by Commissioner

7. Motion by Commissioner _____ to approve the following Resolutions in accordance with the filing of an application for the Community Development Block Grant by Susquehanna County Housing and Redevelopment Authority:
- 2026-07 – Excessive Force Policy
 - 2026-08 – Fair Housing
 - 2026-09 – Minority Business Enterprise Plan
 - 2026-10 – Anti-Displacement and Relocation Assistance Plan
 - 2026-11 – Cooperation Agreement with the Housing/Redevelopment Authority
 - 2026-12 – Authorization of grant application filing
 - 2026-13 – Grievance Process

Second by Commissioner

8. Motion by Commissioner _____ to approve and award the following Opioid Remediation Grant Fund Applications:
- Endless Mountains Health Systems – MAT Services - \$35,000.00
 - Trehab – County-wide Recovery, Prevention, and Stabilization Initiative - \$35,000.00
 - Susquehanna County Interfaith – Pathways to Recovery - \$30,000.00
 - Barnes-Kasson – Perinatal and clinical screening protocols - \$35,000.00
 - S.A.F.E – Family Reunification and Recovery Support - \$35,000.00

Second by Commissioner

9. Motion by Commissioner _____ to approve and award the Marcellus Legacy Fund Mini Grants to the following organizations:
- Arrowhead and Shepherd Camp – Arrowhead Natural Heritage Gateway Project - \$9,600.00
 - NEP Sno & ATV Trails – Coyote Run Trail Wetlands Crossing - \$10,000.00
 - Susquehanna Blossoms – Drinker Creek Fencing Project - \$ 9,182.85
 - Rail-Trail Council of NEPA – D&H Rail-Trail Safety Improvements - \$ 8,975.00

Second by Commissioner

10. Motion by Commissioner to ratify and approve entering into an agreement between Susquehanna County Children and Youth Services and Families United Network, Muncy, PA, for services provided for the Foster Care and Kinship Care programs at the rates shown on attached schedule, effective July 1, 2026, through June 30, 2027, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner
11. Motion by Commissioner to approve entering into a Site-Based Learning Affiliation Agreement with Capella University for the purpose of establishing guidelines for the cooperative provision of internship and practicum experiences for students in certain Capella University degree programs and participating in Capella University's Site for Students program in Susquehanna County, effective October 14, 2026.
Second by Commissioner
12. Motion by Commissioner to ratify and approve entering into an electricity supply agreement with Constellation NewEnergy, Inc., for the purchase of electricity at a cost of \$0.11426 per each location/Penelec account according to the attached schedule.
Second by Commissioner
13. Motion by Commissioner to ratify and approve, after bid review from the County Engineers, entering into an agreement with Scranton Electric Heating and Cooling Services, Scranton, PA for the Courthouse ERV replacement project, effective September 23, 2026 until project completion or September 22, 2027, whichever comes first, at a total cost of \$ 313,131.00.
Second by Commissioner
14. Motion by Commissioner to ratify and approve Change Order #2 from Motorola Solutions for the 911 P25 radio project, to expand the current Eventide recording solution currently in use and to add a second logger to the system, allowing for P25 recording, through the procured AIS/VPM, at an additional cost of \$175,244.00, per Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.
Second by Commissioner
15. Motion by Commissioner to ratify and approve the purchase of one 2027 Chevrolet 3500 Express Van from Bonner Chevrolet, Kingston, PA, to replace current transport van for the Sheriff's Department, at a total cost of \$76,261.00, COSTARS Pricing.
Second by Commissioner
16. Motion by Commissioner to advertise for public bid for Refuse Removal Services for the period of January 1, 2027 through December 31, 2029. Bids will be due by 12 noon on November 16, 2026. NOTE: County bid sheets MUST be used and are available on our website or from the Chief Clerk.
Second by Commissioner

17. Motion by Commissioner to advertise for public bid for County Excavation Services in regard to bridge repair, maintenance and restoration, dam repair, maintenance and restoration, and other County projects for the period January 1, 2027 through December 31, 2028. Bids will be due by 12 noon on November 16, 2026. NOTE: County bid sheets MUST be used and are available on our website or from the Chief Clerk.
Second by Commissioner
18. Motion by Commissioner to ratify and approve the hiring of Raina Koren, Union Dale, to the open, part-time, non-union position of Website Content Coordinator, grade 9, \$25.98 per hour, effective October 5, 2026, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk and Stephen Janoski, IT Director/ GIS Coordinator.
Second by Commissioner
19. Motion by Commissioner to ratify and accept, with regret, the resignation of Jason Zabrowski from the position of Director of Public Facilities, effective October 6, 2026, per Rebekah Hubbard, Chief Clerk.
Second by Commissioner
20. Motion by Commissioner to ratify and acknowledge, with regret, the resignation of Mackenzie Wilbur from the position of Adult Probation Officer, effective, October 7, 2026, per Joseph Barry, Chief Probation Officer.
Second by Commissioner
21. Motion by Commissioner to ratify and accept, with regret, the resignation of Aimee Wademan from the position of Deputy Director of Human Resources/Budget Coordinator, effective October 9, 2026, Rebekah Hubbard, Chief Clerk.
Second by Commissioner
22. Motion by Commissioner to add additional management responsibilities to Michael Bartkus, Assistant Director of Public Facilities, for an additional \$2.40 per hour, effective October 15, 2026, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner
23. Motion by Commissioner to add additional management responsibilities to Jeremy Shiptoski, Assistant Director of Satellite Public Facilities/County HVAC Technician, for an additional \$2.40 per hour, effective October 15, 2026, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner
24. Motion by Commissioner to increase the hourly rate of Stacey Phillips, Sheriff Office Manager/Administrative Assistant by \$2.50 per hour for additional duties, effective October 15, 2026, per the recommendation of Sherif John Oliver.
Second by Commissioner
25. Motion by Commissioner to ratify and increase the hourly rate of Christopher Fleetwood, Director of Elections, Voter Registration, and Passport

Processing by \$1.00 per hour for additional duties, effective October 1, 2026, per the recommendation of SarahRae Luce, Deputy Chief Clerk/Election Coordinator
Second by Commissioner

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

Note: The proposed Susquehanna County budget for 2027, totaling \$45,580,132.25, will be available for review as of October 14, 2026, in the lobby of the Susquehanna County Courthouse and our website, www.susgco.com. The proposed budget will be considered for adoption on November 18, 2026, during the Commissioners' Meeting.

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