

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

CS-12-01
01-03-12

Chief Clerk Beamer calls the Organizational Meeting to order at 10:00am 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 approve the agenda for the 01/03/2011 Organizational Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Commissioner Alan Hall as Chairman.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to appoint Commissioner Michael Giangrieco as Vice-Chairman.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Sylvia Beamer as Chief Clerk.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Linda LaBarbara as Public Defender.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Catherine Benedict as Director of Tax Claim.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to schedule the Board of Commissioners' meetings the second and fourth Wednesday of each month at 9:00am with the Salary Board, Retirement Board and Election Board to meet before, during or after the regularly scheduled Commissioners' meetings as is necessary and/or required. If the date of the regularly scheduled Commissioners' meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice. The meetings will be held in the Commissioners meeting room in the Courthouse.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to schedule the Board of Assessment Revision meetings for Assessment Reviews the first Thursday of each month at 9:00am in the Assessment Office in the Courthouse. If the date of the regularly scheduled Board of Assessment Revision meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to schedule the Inspectors of the Jail to meet the first Tuesday of every month beginning at 11:30am in the Commissioners Meeting Room in the Courthouse. If the date of the regularly scheduled Jail Board meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to assign the Chief Clerk and/or the Assistant Chief Clerk the authority to use facsimile signatures for any or all of the three Commissioners by ink stamp in lieu of personally made signatures on County checks, provided such authority is given and exercised under the direction of each Commissioner, with discretion.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reimburse Commissioner Hall for expenses incurred in attending the CCAP Conference in Hershey in November 2011 upon submission of receipts.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to name Commissioner Appointments to the following Committees:

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Committee Appointments

January 3, 2012

| | | | | |
|---|---|---------------|-----------------------|-----------|
| County Commissioners Board | 3 | Chair-A. Hall | V-Chair-M.Giangrieco | M. Warren |
| County Election Board | 3 | Chair-A. Hall | V-Chair-M. Giangrieco | M. Warren |
| Retirement Board + Chief Clerk + Treasurer | 3 | Chair-A. Hall | V-Chair-M. Giangrieco | M. Warren |
| Salary Board + Treasurer + Elected Official | 3 | Chair-A. Hall | V-Chair-M. Giangrieco | M. Warren |

| | | | | |
|---|-----|---------------|----------------------|-----------|
| Agricultural Easement Purchases | 1 | | | M. Warren |
| Agricultural Extension Office | 1 | | | M. Warren |
| Area On Aging | 1 | A. Hall | | |
| Barnes Kasson Hospital Board | 1 | A. Hall | | |
| Board of Assessment Revision | 3 | Chair-A. Hall | V-Chair-M.Giangrieco | M. Warren |
| Children & Youth Services | 1 | | | M. Warren |
| Communications Committee | 1 | | M. Giangrieco | |
| Economic Development | 3 | A. Hall | | M. Warren |
| Emergency Management | 1 | | M. Giangrieco | |
| 911 | 1 | | M. Giangrieco | |
| Emergency Medical Services - Susquehanna & Bradford Counties | 1 | | M. Giangrieco | |
| Endless Mountains Hospital Board | 1 | A. Hall | | |
| Endless Mountains Visitor Bureau | 3 | A. Hall | M. Giangrieco | M. Warren |
| Hazmat - L.E.P.C. | 1 | | M. Giangrieco | |
| Housing & Redevelopment Authority | 1 | | | M. Warren |
| Jail Inspectors + Sheriff + District Attorney | 3 | A. Hall | M. Giangrieco | M. Warren |
| Lackawanna/Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program | 1 | | | M. Warren |
| Military Affairs | 1 | A. Hall | | |
| Northern Tier Reg. Planning & Development | 2+1 | A. Hall | | |
| Planning Commission & Planning Dept | 2 | A. Hall | | M. Warren |
| Recycling & Solid Waste | 1+1 | A. Hall (A) | | M. Warren |
| River Bounty - Susquehanna Power Plant | 1 | A. Hall | | |
| Tax Claim | 3 | A. Hall | M. Giangrieco | M. Warren |
| Trehab | 1 | | | M. Warren |
| Volunteer Fire Association | 1 | | M. Giangrieco | |
| Women's Resource Center | 3 | A. Hall | | M. Warren |

Public Comment

The next Commissioners' Meeting will be held in the Commissioners' Meeting Room in the Susquehanna County Courthouse on January 11, 2012 at 9:00am.

Motion Commissioner Giangrieco to Adjourn the Commissioners' Organizational Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' Organizational Meeting adjourned at 10:03am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-02
01-06-12

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

Present: Commissioners Hall and Warren.

Motion by Commissioner Warren to accept, with regret, the resignation of Michael J. Gathany, Solicitor, effective 01/04/2012.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint Thomas Meagher, Nicholson, to the position of County Solicitor effective immediately.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

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

Commissioner Hall declared the Commissioners' meeting adjourned at 9:02am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-03
01-11-12

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 from the January 3, 2012 Organizational Meeting.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner _____ to amend/approve the minutes from the January 6, 2012 Special Commissioners' Meeting.
Second Commissioner _____
The above motion is tabled.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Michelle Graziano – Children & Youth – 5 Years
Michelle Hillard – Sheriff's Department – 5 years
William Strong – Detective – 5 Years

Motion by Commissioner Giangrieco to ratify or approve the following:
-ratify the Precheck Register dated 12/30/2011 for \$229,698.14 for General Expenses
-ratify the Precheck Register dated 01/04/2012 for \$166,340.09 for Payroll Expenses
-ratify the EFTPS payment dated 01/04/2012 for \$14,814.13 for Employee Retirement Contributions
-ratify the EFTPS payment dated 01/04/2012 for \$7,363.63 for State Withholding taxes
-ratify the EFTPS payment dated 01/05/2012 for \$56,945.83 for Federal Payroll taxes
-ratify the Precheck Register dated 01/05/2012 for \$64,106.98 for CYS Expenses

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-ratify the Precheck Register dated 01/06/2012 for \$456.00 for General Expenses
-ratify the Precheck Register dated 01/09/2012 for \$9,000.00 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:

-Willie Keeney and Eric Watkins, Soil Conservation, Wilkes-Barre, January 10, 2012, Chapter 102 Erosion and Sediment Control and Chapter 105 Dam Safety, cost to the County \$0.00.

-Art Donato or Bruce Butler, January 25, 2012, Stroudsburg, Wireless Funding Seminar, cost \$80.00.

-Art Donato or Bruce Butler, March 14, June 13, September 12 and December 19, 2012, Jessup, 2012 Northeast Pennsylvania Task Force Meeting and sub-committee meetings, cost \$320.00 total for all meetings.

-Art Donato or Bruce Butler, March 15 and September 20, 2012, Bradford – Susquehanna Emergency Medical Council, Sayre, cost \$100.00 for both meetings.

-Christine Raines, Children & Youth, Mayfield, January 24 & 31, February 1, 7, 8, 9, 13, 14, 15, 22, 23, 29, March 1, 6, 13, 14, 19, 20, 21 and 27, 2012, Charting the Course – Modules 1 – 10, total cost \$1,160.00, cost to the County \$232.00.

-Jeffrey Bostic, Christine Raines and Katelyn Briggs, Children & Youth, January 19, 2012, Mechanicsburg, Child Accounting and Profile System (CAPS) Training – Introduction to CAPS Case Management, total cost \$272.00, cost to the County \$54.40.

-Charlene Moser and Paul Johnson, Emergency Management, Various Locations within Eastern PA. Area, February, May September and November, 2012, PEMA Eastern Area Quarterly Training & Annual Conference, cost \$400.00.

-Charlene Moser or Paul Johnson, Emergency Management, Sayre, March and September 2012, Bradford/Susquehanna EMS Council Meetings, cost \$60.00.

-Charlene Moser or Paul Johnson, Emergency Management, Stroudsburg, March 21, June 20, September 19 and December 19, 2012, Regional Task Force Meetings, Executive Meetings and Committee Meetings, cost \$70.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Justin Sprout, Springville, to the to the open, temporary, part-time position of Drug/DUI Task Force County Detective, non-union, \$13.00 per hour, no benefits, effective immediately, per the recommendation of District Attorney Jason Legg and contingent upon grant money being received.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint/reappoint the following to the Northern Tier Regional Planning & Development Commissioner Advisory Committee:

Economic Development for the term January 1, 2012 through June 30, 2013:

Robert Neira Reappointment

William Dovin Reappointment

Jack Taylor Reappointment

Local Loan Review:

Joe Ferretti Reappointment

Rick Soden Reappointment

Maria Montenegro Appoint

Rural Area Transportation:

Joseph Plonski Reappointment

Rudy Mattes Reappointment

Leonard Wheatley Reappointment

Workforce Development:

Sam Anderson Reappointment

Loren Stone Reappointment

Local Elected Officials:

Alan Hall

Michael Giangrieco

MaryAnn Warren

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Loftus-Vergari & Associates, Wilkes-Barre, for the term July 1, 2010 through June 30, 2011, inclusive for the following program only: Specialized foster Care, Certificate of Compliance 212870, per diem \$85.00.

Second Commissioner Hall. Ayes: Unanimous. Motion carried.

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Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and York Co. Youth Development Center, York, for the term July 1, 2010 through June 30, 2011, inclusive for the following program only: Certificate of Compliance 347470, Unit ID YS per diem \$373.37.

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 9:06am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-04
01-25-12

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 January 6, 2012 meeting.
Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Abstain: Commissioner Giangrieco. Motion carried.

Motion by Commissioner Giangrieco to approve the minutes of the January 11, 2012 meeting.

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

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Precheck Register dated 01/12/2012 for \$221,555.34 for General Expenses
- ratify the Goss Wages Report dated 01/18/2012 for \$173,076.94 for Payroll Expenses
- ratify the EFTPS payment dated 01/18/2012 for \$14,937.71 for Employee Retirement Contributions
- ratify the EFTPS payment dated 01/18/2012 for \$7,469.55 for State Withholding taxes
- ratify the EFTPS payment dated 01/19/2012 for \$57,783.13 for Federal Payroll taxes
- ratify the Precheck Register dated 01/19/2012 for \$46,910.18 for CYS Expenses
- ratify the Cash Disbursement Journal dated 01/19/2012 for \$2000.00 for General Expenses.
- ratify the Cash Disbursement Journal dated 01/20/2012 for \$40,769.39 for General Expenses
- ratify the Cash Disbursement Journal dated 01/20/2012 for \$268,464.70 for General Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Willie Keeney and John Benscoter, Soil Conservation, Wilkes-Barre, January 24, 2012, Manure Management Manual Training, cost to the County \$0.00.
- John Lester, Probation, State College, March 16, May 11, September 14, and November 16, 2012, Pennsylvania Council of Chief Juvenile Probation Officers Meetings, total cost \$1252.00, cost to the County \$0.00.
- Susan Adamec and Charmarie Bisel, Children & Youth, March 9, 2012, Marywood, Giving a Fish a Bath: The Untold Story of the Adolescent Mind, total cost \$236.00, cost to the County \$47.20.
- Robert Fearnley, Soil Conservation, March 7, 8, 2012, State College, Pennsylvania Lake Management Society Meeting, cost to the County \$0.00.

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-Robert Fearnley, Soil Conservation, March 14, 2012, Northeast Regional Contractors Workshop, cost to the County \$0.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-01, a Tax Abatement Resolution, approving payment in lieu of taxes for the New Milford Senior Housing Project located at 682 Church Street in the Borough of New Milford where Susquehanna County Housing Development Corporation is developing affordable, elderly housing units – with the change in wording to include - 20% of the taxes which would otherwise be imposed upon New Milford Senior Housing beginning when the structure is completed and occupied..
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-02, a Resolution supporting the proposal to add Oakland Township to the Viaduct Valley Way Scenic Byway.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Kelly Staples, 911, effective 01/17/2012, per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire William Conklin Jr., Clifford, to the open full time position of Case Aide, Children & Youth, Range 9, Rate \$9.25 per hour, 37.5 hours per week, effective date to be determined by Susan Adamec, per the recommendation of Susan Adamec, Agency Director.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Donna Betters, Montrose, to the open full-time position of Clerk Typist II, Children & Youth, Range 6, Rate \$7.83 per hour, 37.5 hours per week, effective date to be determined by Susan Adamec, per the recommendation of Susan Adamec, Agency Director.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the sale of a vehicle – a 1999 Ford Bus. The estimated value on this vehicle is under \$1000.00. The Chief Clerk is directed to post a notice regarding sealed bids on the vehicle in a prominent place in the Courthouse for a period of ten days. After ten days, the award will be made to the highest bidder or sold for current junk value, whichever is greater.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Warren to close the Commissioners' Meeting and open a Salary Board Meeting.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:11am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-05
02-08-12

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 from the January 25, 2012 Meeting.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Raebelle Taylor - Domestic Relations – 30 Years

Edward Lucas – Corrections Officer – 15 Years

Phillip Crisp – Probation Officer – 10 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 01/26/2012 for \$43,848.40 for General Expenses

-ratify the Cash Disbursement Journal dated 01/27/2012 for \$771.78 for Jury Expenses

-ratify the Cash Disbursement Journal dated 01/27/2012 for \$55,086.03 for General Expenses

-ratify the Gross Wages Report dated 02/01/2012 for \$173,037.55 for Net Payroll Expenses

-ratify the EFTPS payment dated 02/02/2012 for \$14,508.20 for Employee Retirement Contributions

-ratify the EFTPS payment dated 02/02/2012 for \$7,465.34 for State Withholding taxes

-ratify the EFTPS payment dated 02/02/2012 for \$58,456.66 for Federal Payroll taxes

-ratify the Cash Disbursements Journal dated 02/03/2012 for \$87,200.84 for CYS Expenses

-ratify the Cash Disbursement Journal dated 02/03/2012 for \$96,486.84 for General Expenses

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Nicholas Conigliaro and Joshua Weller, Correctional Facility, March 1 – 4, 2012, Bethlehem Pennsylvania County Corrections Association Spring Warden's Conference, cost \$287.00.

-Jesse Harris, Correctional Facility, May 1 – 3, 2012, Verona, Tactical Training Conference, cost \$830.00

-Jeffrey Bostic, Children & Youth, February 28, 29 and March 1, 2012, Mechanicsburg, Act 148 Fiscal Training, total cost \$450.00, cost to the County \$0.00.

-Jeffrey Bostic, Children & Youth, March 14 and 15, 2012, Harrisburg, Out of Home Placement for Maximum Allowable Reimbursement Training, total cost \$269.00, cost to the County \$53.80.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to sign the agreement with Dr. Cama, Towanda, to provide on-site and care coordination physician and/or physician assistant services to Susquehanna County Prison two times per week in person, other days as necessary and 24/7 phone assistance for \$3,100.00 per month. This is a one year contract, March 1, 2012 through February 28, 2013 with a 30 day notification of cancellation clause for either party, per the recommendation of the Prison Board. This is the same rate as last year.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and KidsPeace National Centers, Schnecksville, for the term July 1, 2010 through June 30, 2011, inclusive for the following programs: Foster Care, Unit ID CC, Certificate of Compliance 207090, per diem \$84.46, Foster Care, Unit ID BB, Certificate of Compliance 207090, per diem \$89.61 and Diagnostic Unit AA, Certificate of Compliance 220110, per diem \$314.23.

Second Commissioner Giangrieco. 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 9:05am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-06
02-22-12

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, Warren and Giangrieco.

Motion by Commissioner Warren to approve the minutes from the February 8, 2012 Meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 02/09/2012 for \$41,012.19 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/09/2012 for \$284,345.61 for General Expenses
 - ratify the Gross Wages Report dated 02/15/2012 for \$164,379.62 for Net Payroll Expenses
 - ratify the EFTPS payment dated 02/15/2012 for \$14,148.78 for Employee Retirement Contributions
 - ratify the EFTPS payment dated 02/15/2012 for \$7,225.68 for State Withholding taxes
 - ratify the EFTPS payment dated 02/16/2012 for \$55,156.87 for Federal Payroll taxes
 - ratify the Cash Disbursement Journal dated 02/17/2012 for \$68,662.69 for General Expenses
 - ratify the Cash Disbursement Journal dated 02/21/2012 for \$80,452.18 for CYS
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Lisa Vail, Probation, March 15, 2012, Scranton, School Refusal Behavior, total cost \$83.00, cost to the County \$0.00.
 - Sami Bourizk, Probation, April 18-19, 2012, State College, Advanced Training on Supervision and Management on Juvenile Sex Offenders, total cost \$528.00, cost to the County \$0.00.
 - Jim Garner and Willie Keeney, Soil Conservation, February 23, 2012, Wilkes-Barre, Pre-application meeting regarding the Northeast Exchange Project, cost to the County \$0.00.
 - Mark Darmofal, Solicitor for Children & Youth, March 29, 2012, State College, Child Welfare Law 2012, total cost \$417.00, cost to the County \$83.40.
 - Raebelle Taylor, Domestic Relations, May 7 – 9, 2012, State College, Annual Domestic Relations Spring Directors' Conference, total cost \$391.00, cost to the County 132.94.
 - William Conklin, Jr., Children & Youth, Mayfield, April 17, 23, 24, May 2, 3, 4, 9, 10, 11, 16, 17, 23, 24, 29, June 13, 14, 15, 21, 2012, Charting the Course (Modules 1-10), total cost \$900.00, cost to the County \$180.00.
 - Joan Burman, Assessment, March 9, 2012, Hazle Township, Developing a Winning Team, cost \$25.00.
 - Michelle Graziano, Kimberly Harshaw and Deanna Wasko, Children & Youth, March 20, 2012, Scranton, Exploring Current Drug Trends, total cost \$174.00, cost to the County \$34.80.
 - Evelyn Goff and Kimberly Grace, Penn State Extension, Dushore, Financial Procedures for District, Quickbooks, Goal Setting, cost to the County \$0.00.
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2012-01 proclaiming and recognizing 2012 as the Centennial Anniversary of 4-H in Pennsylvania.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to terminate Jeffrey Bostic effective 02/17/2012 end of day, per the recommendation of Susan Adamec, Children & Youth Agency Director.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the 2012 Annual Maintenance Contract for generator service with Reed's Generator Service LLC, Jackson, in the amount of \$1,260.00 for inspection and preventative maintenance on the following generators: Jailhouse / Fairgrounds / Lower Office Building / Pig Pen Alley / Friendsville Tower, and emergency repair service at rates between \$60.00 per hour and

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\$120.00 per hour depending on day and time of occurrence, per the recommendation of Allen Luce, Department Head of Maintenance.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the agreement between Michael Baker Jr., Inc., Philadelphia and Susquehanna County whereby Michael Baker Jr., Inc. will update Susquehanna County's Multi-Jurisdictional Hazard Mitigation Plan for \$44,742.00, per the recommendation of Charlene Moser, Emergency Management Coordinator. Susquehanna County has been approved for Federal reimbursement of 75% and State reimbursement of 25% for the update to this plan.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to exonerate the Susquehanna County Tax Collectors from collecting the County 2011 Delinquent County Returns in the amount of \$677,552.85, per the request of Catherine Benedict, Director of the Tax Claim Bureau.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Memorandum of Understanding DR-4030 dated January 11, 2012 between Susquehanna County and Federal Emergency Management Agency (FEMA) Commonwealth Joint Field Office to continue for 141 days for 240 ft. of office space in the County Office Building including use of a telephone, copier, printer, fax and janitorial services. FEMA will not be charged the \$1,586.25 fee for the square feet in that building as computed by Maximus.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment: Bruce Paskoff testified regarding public comment.
Kerri Ellen Wilder testified regarding board meetings.

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:11 am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-07
03-06-12

Public comment will be limited to two (2) minutes per individual.

Commissioner Hall calls the Special Commissioners' meeting to order at 9:00am in the lower conference room in the County Office Building.

Pledge of allegiance

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to discuss Act 13 of 2012, the Unconventional Gas Well Impact Fee Act.
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.

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Commissioner Hall declared the Commissioners' meeting adjourned at 9:57am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-08
03-14-12

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, Warren and Giangrieco.

Motion by Commissioner Warren to approve the minutes of the February 22, 2012 meeting. Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the minutes of the March 6, 2012 Special Commissioners' meeting. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Susan Adamec – Children & Youth – 35 Years
Andrew Genneken – Deputy Sheriff – 10 Years
Theresa LoSapio – Assessment – 10 Years
Joshua Weller – Deputy Warden – 10 Years
Jon Record – Deputy Sheriff – 5 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 02/22/2012 for \$1,933.20 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 02/23/2012 for \$78,536.63 for General Expenses
 - ratify the Gross Wages Report dated 02/29/2012 for \$168,114.95 for Net Payroll Expenses
 - ratify the EFTPS payment dated 02/29/2012 for \$14,440.38 for Employee Retirement Contributions
 - ratify the EFTPS payment dated 02/29/2012 for \$7,259.79 for State Withholding taxes
 - ratify the EFTPS payment dated 03/01/2012 for \$56,533.67 for Federal Payroll taxes
 - ratify the Cash Disbursement Journal dated 03/01/2012 for \$429,414.35 for General Expenses
 - ratify the Cash Disbursement Journal dated 03/06/2012 for \$67,007.86 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 03/07/2012 for \$256,865.03 for General Expenses
 - Ratify the Gross Wages Report dated 03/14/2012 for \$155,285.87 for Net Payroll Expenses
 - ratify the EFTPS payment dated 03/14/2012 for \$14,579.91 for Employee Retirement Contributions
 - ratify the EFTPS payment dated 03/14/2012 for \$6,896.42 for State Withholding taxes
 - ratify the EFTPS payment dated 03/15/2012 for \$53,216.56 for Federal Payroll taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Susan Adamec and Kenneth Zahora, Children & Youth, March 28, 29, 30, 2012, State College, Pennsylvania Children & Youth Administrators' Quarterly Meeting, total cost \$708.00, cost to the County \$141.60.
- Jennifer Hibbard, Recycling, March 28, 2012, Blakeslee, Northeast Coordinators Meeting, total cost \$67.00, cost to the County \$33.50.
- JoAnn Wiser, Corrections Officer, April 1 -4, 2012, Bethlehem, Pennsylvania County Corrections Association Meeting, cost to the County \$0.00.
- Mary Rosengrant, 911, March 12, 2012, Jessup, JNET Enhanced User Provisioning System, cost \$0.00.

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-Charlene Moser and Paul Johnson, Emergency Management, Dallas, PA, March 30, 2012, Homeland Security – Where We Are – Ten Years Later, cost \$30.00.

-Art Donato and Bruce Butler, 911, Dallas, PA, March 30, 2012, Homeland Security – Where We Are – Ten Years Later, cost to the County \$0.00.

-Tom Button and Mary Noldy, Assessment, Seven Springs, May 9 & 10, 2012, Assessors' Association of Pennsylvania Annual Conference, cost \$1,699.66.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2012-02, proclaiming March 29, 2012 as C.A.S.U.A.L. (Colon Cancer Awareness Saves Unlimited Adult Lives) Day in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2011-20A, a Resolution to correct the disaster number listed on Resolution 2011-20 from DR-1430-PA to DR-4030-PA. The resolution names Charlene Moser as authorized to execute for and in behalf of Susquehanna County for the HMGP (Hazard Mitigation Grant Program) Grant under DR-4030-PA.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-03, a Burn Ban Resolution for Susquehanna County for the period 12:01am Saturday, March 24, 2012 through 12:01am Monday April 23, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-04, authorizing the Commissioners to execute a cooperation agreement between Susquehanna County, Central Bradford Progress Authority and Endless Mountains Health Systems regarding a Redevelopment Assistance Capital Program (RACP) grant to aid in the construction of a new hospital.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

A. Clifford Twp, Parcel No. 266.00-1,087.00,012., name of Darren Sheare, consisting of a trailer in White's Trailer Park, assessed at \$1000.00. The trailer was exonerated from the rolls by Assessment February 27, 2012 as gone. Total taxes to be exonerated \$154.98.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Nichole Snyder, New Milford, to the open full-time Caseworker position in Children & Youth, 37.5 hours per week, \$15.52 (hired at Caseworker I rate) per hour, with a six month probation period and benefits per the Residual Professional Bargaining Unit Contract, starting date to be determined by the Director, per the recommendation of Susan Adamec, Agency Director.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Susquehanna County Safety Policy Statement effective date January 3, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners and the Chief Clerk to carry out all steps necessary to adopt Act 13 ordinance.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Visionquest National, Standing Timbers Academy, Gouldsboro, for the term July 1, 2010 through June 30, 2011, inclusive for the following program only: Certificate of Compliance #221050 and #221040 Unit ID ST per diem \$198.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Melissa Lankford, effective end of day March 21, 2012, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Software License Agreement between Vision Government Solutions, Inc., Northborough, MA. and Susquehanna County whereby Susquehanna County will purchase, for the Assessment Office, Appraisal Vision CAMA Software, Version 7.0 License Fee, Project Management, Installation, Data Conversion and Training and Documentation for \$127,000.00. Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Software Maintenance Agreement between Susquehanna County and Vision Government Solutions, Inc., Northborough, MA, whereby the annual maintenance charge for the Appraisal Vision CAMA Software for \$15,000.00 per year. Any increase of the annual fee shall be no more than 3% of the previous year's annual fee. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Robert Templeton, Director of Planning, presented the Susquehanna County Planning Commission 2011 Annual Report.

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 9:29am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-09
03-28-12

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 approve the minutes from the March 14, 2012 Meeting. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 03/13/2012 for \$735.42 for Jury Expenses
-ratify the Cash Disbursement Journal Dated 03/15/2012 for \$105,937.52 for General Expenses
-ratify the Cash Disbursement Journal dated 03/19/2012 for \$69,177.58 for CYS Expenses
-ratify the Precheck Register dated 03/23/2012 for \$291,993.66 for General Expenses
-ratify the Gross Wages Report dated 03/28/2012 for \$165,149.76 for Net Payroll Expenses
-ratify the EFTPS payment dated 03/28/2012 for \$14,100.83 for Employee Retirement Contributions
-ratify the EFTPS payment dated 03/28/2012 for \$7,103.00 for State Withholding taxes
-ratify the EFTPS payment dated 03/29/2012 for \$54,627.61 for Federal Payroll taxes
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Sami Bourizk, Probation, State College, May 16-17, 2012, In the Shadows of the Net: Troubled Youth & Sex Online, total cost \$528.00, cost to the County \$0.00. This training was previously approved for April 18 & 19, 2012 but was cancelled.
- Erica Johnson, District Attorney's Office, Lancaster, May 9-11, 2012, 12th Annual Pathways for Victim Services Conference, total \$606.00, cost to the County \$0.00.

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-Nicholas Conigliaro and Jesse Harris, Warden and Deputy Warden, Hershey, May 24, 2012, Prison Risk Management, cost \$280.75.

-Nichole Snyder, Children & Youth, Mayfield, April 17, 23, 24, May 2, 3, 4, 9, 10, 11, 16, 17, 23, 24, 29, June 13, 14, 15, 21, 2012, Charting the Course, Modules 1-10, total cost \$1,044.00, cost to the County \$208.80.

-Eric Watkins, Soil Conservation, LaPlume, March 30, 2012, Forest Ecology, cost to the County \$0.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-05, a Resolution authorizing the sale of fifteen (15) metal shelving units and directing the Chief Clerk to post a notice regarding bids on the units in a prominent place in the Courthouse for a period of ten (10) days after which the items will be sold to the highest bidder or sold for current recycling value, whichever is greater. The units will be sold as a lot, not individually, and the projected value of the lot is under \$1000.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign Contract #C000052198 between the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development and the Susquehanna County Commissioners for \$263,971.00 for Fiscal Year 2011 Community Development Block Grant Program applied for with Resolution 2011-13 dated September 14, 2011. These funds, administered through the Susquehanna County Redevelopment Authority, will be used for Street Repairs, Storm Sewer Repairs, Removal of Architectural Barriers, Demolition and Housing Rehabilitation. The contract activity period is March 5, 2012 through March 4, 2017.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize Commission Alan Hall, as Chairman, to sign the Federal Funding Accountability and Transparency Act Sub-recipient Data Sheet to be submitted with Contract C000052198 between the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development and the Susquehanna County Commissioners.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the bid from Fruehan Construction for work to be done on the roof over the Lake Avenue entrance (glass walkway) for \$9,700.00.

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

Motion by Commissioner Giangrieco to accept the verbal resignation of Christine Raines, Children & Youth, effective end of day, March 15, 2012, per the recommendation of Susan Adamec, Agency Director.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to recess the Commissioners' Meeting at 9:04am to hold the Public Hearing regarding Ordinance 2012-01, an Ordinance regarding Act 13, Unconventional Gas Well Fee.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Discussion regarding Act 13

Public Comment

Motion by Commissioner Giangrieco to resume the Commissioners' Meeting at 9:11am.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Ordinance 2012-01 regarding Act 13 Unconventional Gas Well Fee.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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Commissioner Hall declared the Commissioners' meeting adjourned at 9:18am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-10
04-11-12

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 approve the minutes from the March 28, 2012 Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Sara Snee – Children & Youth – 5 Years

Mildred Fetterman – Montrose District Judge's Office – 10 Years

Joan Burman – Assessment – 10 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 03/28/2012 for \$57,992.01 for General Expenses

-ratify the Cash Disbursement Journal dated 03/29/2012 for \$2,829.00 for Election Expenses

-ratify the Cash Disbursement Journal dated 03/30/2012 for \$294.21 for General Expenses

-ratify the Cash Disbursement Journal dated 04/03/2012 for \$54,944.89 for CYS Expenses

-ratify the Cash Disbursement Journal dated 04/04/2012 \$119,111.46 for General Expenses

-approve the Gross Wages Report dated 04/11/2012 for \$170,543.82 for Net Payroll Expenses

-approve the EFTPS payment dated 04/11/2012 for \$14,688.43 for Employee Retirement Contributions

-approve the EFTPS payment dated 04/11/2012 for \$7,499.96 for State Withholding taxes

-approve the EFTPS payment dated 04/12/2012 for \$57,989.25 for Federal Payroll taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Thomas Yadlosky Jr., Veterans Affairs, Wilkes-Barre, May 16, 2012, Veterans Town Hall Meeting, cost \$63.00.

-Nichole Snyder, Children & Youth, Mechanicsburg, April 20, 2012, CAPS(Child Accounting and Profile System) Training – Introduction to CAPS Case Management, total cost \$316.00, cost to the County \$63.20.

-Willie Keeney and Eric Watkins, April 10, 2012, Wilkes-Barre, DEP Roundtable, cost to the County \$0.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-06, a Resolution authorizing the filing of an application for financial fiscal year 2012 Pennsylvania Community Development Block Grant Entitlement Program Funds, and authorize the administration of the program through the Susquehanna County Redevelopment Authority.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-07, a Fair Housing Resolution.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-08, the Minority Business Enterprise Plan and Statement of Goals resolving that bid opportunities for Community Development Block Grant Projects will be available to minority and women owned business firms.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

A. Liberty Township, Parcel No. 047.00-1,019.00,001., name of Susan L Binde now Thomas McDermott, consisting of a doublewide on Wm. Binde Land, assessed at \$24,300. The doublewide was exonerated from the rolls by Assessment on April 18, 2011 as gone. Total taxes to be exonerated \$1,520.16

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Children's Service Center of Wyoming Valley, Wilkes-Barre, for the term July 1, 2010 through June 30, 2011, inclusive for the following programs only: Certificate of Compliance #227360, Unit GH and Certificate of Compliance #211490, Unit ID BH, in the amount of \$65.52 each.

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 9:06am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-11
04-25-12

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 approve the minutes from the April 11, 2012 Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 04/10/2012 for \$102,853.03 for General Expenses

-ratify the Cash Disbursement Journal dated 04/16/2012 for \$60,540.79 for CYS Expenses

-ratify the Cash Disbursement Journal dated 04/18/2012 for \$97,579.77 for General Expenses

-approve the Gross Wages Report dated 04/25/2012 for \$178,309.74 for Net Payroll Expenses

-approve the EFTPS payment dated 04/25/2012 for \$14,692.27 for Employee Retirement Contributions

-approve the EFTPS payment dated 04/25/2012 for \$7,651.47 for State Withholding taxes

-approve the EFTPS payment dated 04/26/2012 for \$59,405.20 for Federal Payroll taxes

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

-Willie Keeney and Eric Watkins, Soil Conservation, May 1 – 2, 2012, Bethlehem, Erosion & Sediment Manual Training, cost to the County \$0.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Family Care for Children & Youth, Inc, Milton, for the term July 1, 2011 through June 30, 2012, inclusive for the following program only: Foster Care Certificate #206250, Unit ID FA, per diem \$64.48.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Youth Services Agency of PA, Jim Thorpe, for the term July 1, 2011 through June 30, 2012, inclusive for the following program only: Residential Services Compliance #221090, per diem \$146.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to terminate Matt DeMann, 911, effective April 13, 2012, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Katelyn Briggs, New Milford, to the open, full-time Casework position in Children & Youth, 37.5 hours per week, \$15.52 per hour with a six month probation period and benefits per the Residual Professional Contract, effective start date 05/14/2012, per the recommendation of Susan Adamec, Agency Director. Ms. Briggs is being hired as a Caseworker I.

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 9:04am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS12-12
05-09-12

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 approve the minutes from the April 25, 2012 Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Gordon Traveny, Jr. – Corrections Officer – 5 Years

Robert Demmer – Maintenance – 25 Years

Motion by Commissioner Warren to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 04/26/2012 for \$219,814.24 for General Expenses

-ratify the Cash Disbursement Journal dated 04/27/2012 for \$28,350.00 for Election Expenses

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- ratify the Cash Disbursement Journal dated 04/28/2012 for \$1,653.18 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 05/01/2012 for \$105,122.56 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 05/02/2012 for \$288,647.70 for General Expenses
 - ratify the Gross Wages Report dated 05/08/2012 for \$169,044.24 for Net Payroll Expenses
 - approve the EFTPS payment dated 05/09/2012 for \$14,466.66 for Employee Retirement Contributions
 - approve the EFTPS payment dated 05/09/2012 for \$7,429.63 for State Withholding taxes
 - approve the EFTPS payment dated 05/10/2012 for \$57,216.40 for Federal Payroll taxes
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Linda Daly and Christine Lee, Domestic Relations, Wilkes-Barre, May 30, 2012, Locate Meeting (Absent Parents), total cost \$81.00, cost to the County \$27.54.
 - Evie Goff and Kim Grace, Ag Extension, May 3, 2012, Lehman, Leadership Communication Training, cost to the County \$0.00.
 - Charlene Moser, Emergency Management, May 15, 2012, Wilkes-Barre, DEP Communications, cost to the County \$30.00.
 - Charlene Moser, Emergency Management, May 23, 2012, Towanda, Penelec – Storm Process Meeting, cost \$40.00.
 - Art Donato, 911, Jessup, May 10, 2012, Possible Phone System Sharing with other Counties, cost will be fuel for a County vehicle.
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2012-03, proclaiming May 13 through May 19, 2012 as National Police Week and May 15 as Peace Officers' Memorial Day.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- A. Clifford Township parcel 226.08-1,028.01,000., consisting of 0.04 acre under the name of Alexander & Kathleen Pritchuk now Peter & Eileen Renz, had delinquent taxes returned for 2009, 2010 & 2011. Per 4/16/12 letter from Susquehanna County Assessment this parcel was not a separate parcel, and these taxes were generated in error. Total taxes to be exonerated \$446.14.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the agreement with Motorola for an Analog Simulcast Upgrade for \$210,476.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Nathan Hibbard, Montrose, to the open, full-time position of Custodian, Range 5, Rate \$7.47 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit contract, effective May 14, 2012, per the recommendation of Allen Luce, Department Head of Maintenance.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to reappoint the following to the Tourism Committee for the term May 8, 2012 through May 7, 2013:

- Michele Suchnick
- Kim Ross
- Tom Follert
- Sandy Conklin
- Gregg Confer
- Andy Aulakh

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the retirement of Kenneth Zahora, Children & Youth, effective June 29, 2012, per the recommendation of Susan Adamec, Agency Director.

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 9:07am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-13
05-23-12

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 from the May 9, 2012 Meeting.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 05/10/2012 for \$75,316.41 for General Expenses
 - ratify the Cash Disbursement Journal dated 05/16/2010 for \$90,157.06 for General Expenses
 - ratify the Cash Disbursement Journal dated 05/16/2012 for \$46,721.70 for CYS Expenses
 - ratify the Gross Wages Report dated 05/21/2012 for \$191,968.24 for Net Payroll Expenses
 - ratify the EFTPS payment dated 05/23/2012 for \$14,306.50 for Employee Retirement Contributions
 - ratify the EFTPS payment dated 05/23/2012 for \$8,170.60 for State Withholding taxes
 - ratify the EFTPS payment dated 05/24/2012 for \$63,759.76 for Federal Payroll taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Michelle Graziano and Kenneth Zahora, Children & Youth, June 13 – 15, 2012, Harrisburg, Pennsylvania Children and Youth Administrators Quarterly Meeting, total cost \$780.00, cost to the County \$156.00.
 - John Lester, Probation, June 5, 6, 2012, State College, Youth Level of Service Master Trainer Training, total cost \$347.00, cost to the County \$0.00.
 - Robert Fearnley, Soil Conservation, June 22, 2012, Bellefonte, Trout in the Classroom, cost to the County \$0.00.
 - Alexander Novak and Mary Noldy, Tax Assessment, June 22, 2012, Orwigsburg, Qualifying As a Tax Exempt Property, cost \$50.00.
 - Jim Garner, Soil Conservation, June 5 – 6, 2012, State College, Conservation District Managers' Summit, cost to the County \$0.00.
 - Sylvia Beamer, Chief Clerk, May 30 -31, 2012, State College, County Commissioners Association of Pennsylvania Administration Conference, cost \$325.00.
 - Tom Button, Joan Burman, Mary Noldy and Alexander Novack, Assessment, July 20, 2012, Wilkes-Barre, Uniform Standards of Professional Appraisal Practices, cost \$672.00
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-09, approving the 911 Telephone Access Plan and contribution rate for the residents of Susquehanna County.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation of Susquehanna County Conservation District Director William Ord, effective 11:00am, 05/17/2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Susquehanna County Conservation District Director Thomas Helmacy, effective 05/17/2012.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint Daniel Farnham, Lenox Township to the Susquehanna County Conservation District Board as a Public Director for the unexpired term May 23, 2012 through December 31, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the acceptance of the quote from American Window Cleaning, Port Crane, NY., to clean the 2nd and 3rd floor windows of the Courthouse for \$2,250.00 which includes the rental of the lift and all tools necessary to complete the job.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the acceptance of the quote from Bartron Supply, Tunkhannock, for a Frontier GM2072R Rear Discharge Grooming Mower with Rear Chain Shields for \$3,100.00.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the approval for the Commissioners to sign the Business Transport Schedule between Frontier and Susquehanna County 911 for a five year term for installation and monthly charges for a point to point T1 from 81 Public Avenue, Montrose, to the tower at 109 Lackawanna Avenue, Hallstead and a five year term for installation and monthly charges for a point to point T1 from 81 Public Avenue, Montrose, to 1286 Moore Road, Uniondale for \$916.00 per month for both. The payments will begin when T1's are installed.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Cornell Abraxas Group, Inc, Pittsburgh, for the term July 1, 2011 through June 30, 2012, inclusive for the following program only: Leadership Development, Certification #355310, Unit ID LP, per diem \$151.65.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Loftus-Vergari & Associates, Wilkes-Barre, for the term July 1, 2011 through June 30, 2012, inclusive for the following program only: Specialized Foster Care, Certification of Compliance #212870, Unit CC, per diem \$85.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Susquehanna House, Linden, for the term July 1, 2011 through June 30, 2012, inclusive for the following programs only: Foster Care Certificate #309320. per diem \$69.00, Transitional Living Certificate #327790 per diem \$79.00, Day Treatment Certificate #312970 per diem \$13.00 and Residential Certificate #312950, per diem \$99.00.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the request of Catherine Benedict, Tax Claim Director:
A. Susquehanna Borough parcel 054.11-5,066.00,000., consisting of 0.17 acre under the name of Endless Mountains Community Development Corporation Inc, had delinquent taxes returned to Tax Claim Bureau for 2011. Per PA Dept. of Community & Economic Development letter of 3/29/12 via Susquehanna County Assessment on May 14, 2012, this parcel was approved as Keystone Opportunity Expansion Zone for all of 2011. Total 2011 taxes to be exonerated \$10,262.54.
Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco. Abstain: Commissioner Warren.

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 9:10am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-14
06-13-12

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 approve the minutes from the May 23, 2012 Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Roberta Collins – Domestic Relations – 10 Years

Nicholas Conigliaro – Warden – 10 Years

Michael Koscelnak – Probation – 15 Years

Stacey Phillips – Sheriff's Office – 20 Years

James Gulbin – Probation – 20 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 05/23/2012 for \$376,976.36 for General Expenses

-ratify the Cash Disbursement Journal dated 05/31/2012 for \$261,249.20 for General Expenses

-ratify the Cash Disbursement Journal dated 06/04/2012 for \$75,364.58 for CYS Expenses

-ratify the Gross Wages Report dated 06/06/2012 for \$166,378.18 for Net Payroll Expenses

-ratify the EFTPS payment dated 06/06/2012 for \$15,129.99 for Employee Retirement Contributions

-ratify the EFTPS payment dated 06/06/2012 for \$7,389.45 for State Withholding taxes

-ratify the Cash Disbursement Journal dated 06/06/2012 for \$91,046.81 for General Expenses

-ratify the EFTPS payment dated 06/07/2012 for \$57,684.02 for Federal Payroll taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Paul Johnson, Emergency Management, June 19, 2012, Endicott, NY., Natural Weather Services Emergency Managers' Workshop, cost will be fuel for the County vehicle.

-John Lester, Probation, June 18, 2012, Nanticoke, Firearm Education and Training Commission Course 6, Laser Shot, total cost \$8.00, cost to the County \$0.00.

-Jeffrey Shoemaker, James Gulbin, Allen Smith, Joseph Barry, Phillip Crisp and Sami Bourizk, Probation, June 19, 2012, Nanticoke, Firearm Education and Training Commission Course 6, Laser Shot, total cost \$48.00, cost to the County \$0.00.

-Lisa Vail, Probation, August 23, 2012, Harrisburg, Firearm Education and Training Commission, Course 2, Critical Incident/Report Writing, total cost \$139.00, cost to the County \$0.00.

-Art Donato, 9-1-1, June 19, 2012, Harrisburg, PEMA – The Next Generation 9-1-1, cost will be fuel for the County vehicle.

-Willie Keeney and John Benscoter, Soil Conservation, June 27, 2012, State College, Cover Crops, Weed Control and Short Growing Seasons, cost to the County, \$0.00

-Deanna Wasko, Katelyn Briggs, Sarah Snee and Nichole Snyder, Children & Youth, July 19, 20, August 15, 21, 22, September 20, 21 and October 22, 2012, Mayfield, Sexual Abuse Series, total cost \$256.00, cost to the County \$51.20.

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-Joseph Parise and Gerald Daly, Children & Youth, July 26 and 27, 2012, Mayfield, #305 Engaging Absent Fathers, total cost \$32.00, cost to the County \$6.40.

-Susan Adamec, Diana Roszel and Marysa Edwards-Ball, Children & Youth, August 2, 2012, Mayfield, #400 Using Ethics to Guide Casework and Decision Making, total cost \$24.00, cost to the County \$4.80.

-Joseph Parise, Diana Roszel and Marysa Edwards-Ball, Children & Youth, August 23, 2012, Mayfield, #305 Engaging Incarcerated Parents, total cost \$24.00, cost to the County \$4.80.

-Michelle Graziano, Children & Youth, September 20, 21, October 22, 2012, Mayfield, Sexual Abuse Series, total cost \$24.00, cost to the County \$4.80.

-Chad Weaver, Gerald Daly and Raymond Totten, Children & Youth, October 30 and 31, 2012, Mayfield, #204 Forensic Interview of Children, total cost \$48.00, cost to the County \$9.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-10, a Resolution adopting a Policy and Procedure for Engineering Consultant Selection.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-11, a Resolution Authorizing the Revision of the County's Financial Fiscal Year 2010 Community Development Block Grant Program.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the signing by the Commissioners the Hazard Mitigation Grant Program Agreement for financial assistance between the Commonwealth of Pennsylvania and Susquehanna County. The total cost of the mitigation project is \$29,432.00 and is for Catalog of Federal Domestic Assistance (CFDA) Number 97.039, authorized under FEMA-4030-DR-PA. This is Round I of the Buyout Program for Tropical Storm Lee.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

A. Clifford Township, Parcel No. 245.00-2,028.00,001., name of Joel R. Van Wert, consisting of a trailer in Royal Trailer Park, assessed at \$300. The doublewide was exonerated from rolls by Assessment on May 23, 2012 as dismantled. The total taxes to be exonerated is \$61.58.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint James Kessler, Franklin Township, to the Susquehanna County Conservation District Board as a Public Director for the unexpired term June 13, 2012 through December 31, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to increase the board/allowance rates for Foster Care effective July 1, 2012 as follows:

| | Current | New July 1, 2012 |
|---------------------------|-----------------|------------------|
| Ages 0-5 | \$16.00 per day | \$25.00 per day |
| Ages 6-11 | \$20.00 per day | \$25.00 per day |
| Ages 12 and over | \$25.00 per day | \$30.00 per day |
| Specialized Foster Care 1 | \$35.00 per day | \$45.00 per day |
| Specialized Foster Care 2 | \$45.00 per day | \$55.00 per day |
| Specialized Foster Care 3 | \$55.00 per day | \$65.00 per day |
| Specialized Foster Care 4 | \$75.00 per day | \$75.00 per day |

Monthly allowance for each child as follows:

| | | |
|------------------|---------|---------|
| ages 0-5 | \$15.00 | \$25.00 |
| ages 6-11 | \$20.00 | \$25.00 |
| ages 12 and over | \$30.00 | \$35.00 |

Second Commissioner Giangrieco. 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. McLean, 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

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

period July 1, 2012 through June 30, 2013 for the total amount of \$21,527. – the County portion to be approximately \$3,875.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Susquehanna County Human Services / Avanco Business Agreement between Susquehanna County Services for Children & Youth and Avanco International, Inc, McLean, 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, 2012 through June 30, 2013, at the following rates, with the County portion to be approximately 16% of the listed amount:

| | |
|---------------------------|-------------------|
| 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 Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Michael Harlost, Hop Bottom, by Mary Evans, Register & Recorder, to the open, temporary, part-time summer clerical position in the Register & Recorder's office, Range 5, Rate \$7.25 per hour, plus the current year increase once it is determined, effective June 4, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Lackawanna/Susquehanna Commission on Drug & Alcohol Provider Contracts for Fiscal Year 2012-2013 as listed:

| <u>Services:</u> Provider: | Total Allocation: | Maximum Allocation: |
|---|---|---------------------|
| | Prevention: | |
| Vac-Shine | \$ 31,500.00 | |
| Tre-Hab | \$ 72,540.00 | \$104,040.00 |
| | Intervention: | |
| CIC | \$130,500.00 | \$184,129.00 |
| Vac-First | \$6,279.00 | |
| Tre-Hab | \$ 37,350.00 | |
| Non-Hospital: Detox/ Inpatient/ Halfway House | | |
| Cedar Residence | These providers aren't allocated funds. These are "Fee for Service" providers that are part of a Pool of Funds and are used "as needed" not to exceed Maximum "Pool Amount" | \$570,000.00 |
| Choices | | |
| Choices Recovery Program | | |
| Clear Brook Lodge | | |
| Clear Brook Manor | | |
| Clem Mar House Inc. | | |
| Clem Mar House for Women | | |
| Colonial House | | |
| Conewago Place (Firetree) | | |
| Conewago Pottsville | | |
| Conewago Snyder | | |
| (Cove Forge) Behavioral Health System | | |
| Cove Forge Renewal Center | | |
| New Directions at Cove Forge | | |
| Eagleville Hospital | | |
| Gatehouse for Men | | |
| Gatehouse for Women | | |

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| | | |
|---------------------------------------|----------------------------------|--------------|
| Gaudenzia Chambers Hill | | |
| Gaudenzia Common Ground | | |
| Gaudenzia Inc. Fountain Springs | | |
| Gaudenzia New Destiny | | |
| Gaudenzia Vintage House | | |
| Gaudenzia West Chester | | |
| Halfway House of Lehigh Valley | | |
| Treatment Trends (Keenan House) | | |
| Liberate Inc. | | |
| Liberate Family House | | |
| Marworth | | |
| Nuestra Clinical Services | | |
| Pyramid Healthcare Belleville Men's | | |
| Pyramid Healthcare Pine Ridge | | |
| Pyramid Quakertown Adolescent | | |
| Pyramid Healthcare Male Halfway House | | |
| Pyramid Healthcare Traditional House | | |
| Pyramid Healthcare | | |
| Samara House of CYWA | | |
| White Deer Run | | |
| White Deer Run of Williamsport | | |
| Hospital: Detox / Inpatient | | |
| Eagleville Hospital | Provider is not allocated funds. | \$5,000.00 |
| Partial: | | |
| A Better Today | \$9,000.00 | \$67,500.00 |
| Drug & Alcohol Treatment Services | \$58,500.00 | |
| Outpatient: | | |
| A Better Today | \$73,800.00 | \$630,390.00 |
| Drug & Alcohol Treatment Services | \$365,400.00 | |
| Tre-Hab | \$155,700.00 | |
| Pennsylvania Treatment & Healing | \$4,050.00 | |
| Habit OPCO Inc. | \$15,720.00 | |
| Choices Recovery | \$15,720.00 | |
| Case Management: | | |
| Tre-Hab CMU | \$45,280.00 | \$45,280.00 |
| Recovery Support: | | |
| Community Intervention Center | \$10,800.00 | \$10,800.00 |
| Support Services: | | |
| Bonita & Rainey, CPA | \$10,050.00 | \$59,190.00 |
| Jeffery D Leitzel, PhD | \$8,000.00 | |
| Marywood University | \$12,700.00 | |
| Northwest Human Services | \$1,800.00 | |
| Parente Technology | \$10,000.00 | |
| Tidgewell Associates | \$16,640.00 | |

The total estimated local match from Susquehanna County for 2012-2013 Fiscal Year is \$13,200. Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Lease Agreement between the Susquehanna County Commissioners and Trehab whereby the

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

County will lease to Trehab (19) vehicles for the purposes of Shared Ride and Medical Assistance Transportation, for \$1.00 per vehicle, for the period July 1, 2012 through June 30, 2013, with Trehab being responsible for all maintenance, repairs, inspections and insurance.

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 9:21am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-15
06-27-12

Commissioner Hall called the meeting to order at 9:04am in the Commissioners' Meeting Room in the Courthouse.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to approve the minutes from the June 13, 2012 Meeting. Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Connie Ritchie – Register & Recorder's Office – 15 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 06/13/2012 for \$447,527.91 for General Expenses
 - ratify the Cash Disbursement Journal dated 06/14/2012 for \$946.58 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 06/18/2012 for \$68,253.46 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 06/20/2012 for \$121,755.85 for General Expenses
 - ratify the Gross Wages Report dated 06/20/2012 for \$170,673.80 for Net Payroll Expenses
 - approve the EFTPS payment dated 06/20/2012 for \$14,885.53 for Employee Retirement Contributions
 - approve the EFTPS payment dated 06/20/2012 for \$7,351.51 for State Withholding taxes
 - approve the EFTPS payment dated 06/21/2012 for \$56,950.28 for Federal Payroll taxes
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Raebelle Taylor, Linda Daly, Diana Snow, Denise Sellers and Brianna Strobe, Domestic Relations, September 30 – October 4, 2012, 45th Annual Domestic Relations Association Conference, total cost \$4406.00, cost to the County \$0.00.
 - Lisa Vail, Probation, Scranton, July 25, 2012, Anger Control Made Easy, total cost \$177.00, cost to the County \$0.00.
 - Laura Watts, Director of Elections, August 20 – 23, 2012, State College, Pennsylvania County Elections Officials Conference, cost \$858.73.
 - Susan Eddleston and Amy Bishop, Prothonotary/Clerk of Courts, Altoona, July 9 – 12, 2012, Pennsylvania State Association of Prothonotaries and Clerks of Court 2012 Conference, cost \$1,854.00
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify Resolution 2012-10A, a Resolution amending Resolution 2012-10, Policy and Procedure of Consultant Selection. This Resolution adopts policy and procedure for selection of engineering firms and is required by PennDot. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, by President Judge Kenneth W. Seamans, the retirement/resignation of Roberta Collins, Domestic Relations, effective end of business day, July 31, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the hiring of Mark Phillips, Clifford Township, on June 22, 2012, to the open, full-time, non-union, supervisory position of Fiscal Office II in Children & Youth, starting rate \$41,000.00 per year with an increase to \$46,000.00 per year after required training, satisfactory job performance evaluation and probation period have been completed. This is a civil service position, minimum 40 hours per week and benefits per the County Personnel Policy Manual.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the signing by the Commissioners, Amendment 2 of the Contribution Agreement 68-2D37-11-475 between the Susquehanna County Commissioners and Natural Resources Conservation Services United States Department of Agriculture, changing the ending date of the agreement from June 22, 2012 to June 29, 2012, which will add an additional \$832.56 contribution by NRCS. All other provisions are the same.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to terminate, with regret, the employment of Marlene Bailey, Natural Resources Conservation Service Office Coordinator/Program Specialist, due to contract termination, effective end of business day June 29, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Todd Donohue, 911, effective end of shift, June 25, 2012, per the recommendation of Art Donato, Agency Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify authorization for Commissioner Hall to sign the New Milford Senior Housing Payment in Lieu of Taxes Agreement. The Tax Abatement Resolution (2012-01) regarding this project was adopted January 25, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify the signing by the Commissioners, the Hazard Mitigation Grant Program Agreement for Financial Assistance between Susquehanna County and the Commonwealth of Pennsylvania for Project Application Number 4030-57-181-02, Project II for Tropical Storm Lee. The Grant Agreement amount is \$134,800.00 and is for Hazard Mitigation for four properties in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Tracy Daniels, Montrose, to the open, full-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours, with a six month probationary period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Art Donato, 911 Coordinator, effective date to be determined by Art Donato.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Cierra Greenwood, Montrose, to the open, full-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours, with a six month probationary period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Art Donato, 911 Coordinator, effective date to be determined by Art Donato.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Ronald Dawson, Friendsville, to the open, full-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours, with a six month probationary period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Art Donato, 911 Coordinator, effective date to be determined by Art Donato.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign a contract between Susquehanna County and Kenneth R. Zahora whereby Mr. Zahora will act as an independent contractor providing services to Children & Youth at the rate of \$125.00 per hour not to exceed \$20,000.00 during the term of this contract which begins on July 1, 2012 for a period of one year. Mr. Zahora will provide the following services: Training the new fiscal officer including but not limited to preparation and completion of needs-based budget for fiscal years 2012-2013 and 2013-2014, preparation and review of quarterly invoices, Title IV E, County budget, collection of child support, contracting, etc. Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to purchase a one ton pickup truck from Fairway Motors, Hazelton, this is a 2012 Chevrolet Silverado under state contract pricing \$24,871.30. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to post for bids to sell a 2000 Ford F150.

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 9:55am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-16
07-11-12

Commissioner Hall called the meeting to order at 9:24am in the Commissioners' Meeting Room in the Courthouse.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to approve the minutes from the June 27, 2012 Meeting. Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Jeremy Bogdanovitch – 911 – 5 Years
Sharon Depew – Commissioners' Office – 15 Years
John Benscoter – Soil Conservation – 20 Years
Evelyn Goff – Agriculture Extension – 30 Years

Motion by Commissioner Warren to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 06/28/2012 for \$88,846.07 for General Expenses
-ratify the Gross Wages Report dated 06/29/2012 for \$163,940.40 for Net Payroll Expenses
-ratify the Cash Disbursement Journal dated 07/02/2012for \$64,935.65 for CYS Expenses
-ratify the EFTPS payment dated 07/03/2012 for \$14,813.85 for Employee Retirement Contributions
-ratify the EFTPS payment dated 07/03/2012 for \$7,264.30 for State Withholding taxes
-ratify the EFTPS payment dated 07/03/2012 for \$56,614.92for Federal Payroll taxes
-ratify the Cash Disbursement Journal dated 07/03/2012 for \$74,112.30 for General Expenses
-ratify the Cash Disbursement Journal Dated 07/10/2012 for \$90,462.54 for General Expenses
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:
-Sami Bourizk, Probation, State College, July 25 – 26, 2012, Heroin and other Narcotic

Drug Abuse, total cost \$348.00, cost to the County \$0.00.

-Susan Adamec, Charmarie Bisel, Diana Roszel, Deanna Wasko, Marysa Edwards Ball and Joseph Parise, Children & Youth, October 18 – 19, 2012, Mayfield, #309 Prescription Drug Abuse, total cost \$96.00, cost to the County \$19.20.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to table Motion 7.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

7. Motion by Commissioner _____ to adopt Resolution 2012-12 appointing Reliance Trust Company to act as Trustee with respect to Susquehanna County Employees' Retirement Plan effective immediately and to terminate Marshall & Ilsley Trust Company as Trustee with respect to the Susquehanna County Employees Retirement Plan effective 10/01/2012.
Second Commissioner _____

Motion by Commissioner Giangrieco to adopt Resolution 2012-13 increasing the Cremation Authorization fee from \$15.00 to \$25.00 per the request of Anthony Conarton, Coroner, effective 07/11/2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Concern, Fleetwood, for the term July 1, 2011 through June 30, 2012, inclusive for the following programs only: Foster Care Certificate #214070, Unit ID BB, per diem \$89.64, Unit IK AA per diem, \$81.41 and Community Residential Rehabilitation Host Home Services, Children Certificate #222210, Unit ID OO, per diem \$24.00

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and the County of Tioga, Wellsboro, for the term July 1, 2011 through June 30, 2012, inclusive for the following program only: Secure Detention, Certificate of Compliance #210850, per diem \$223.82.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign an Agreement for Computer Services with Government Software Services for Tax Claim Collection Software Package for \$900.00 per month for software and maintenance during normal business hours. Other services, if necessary, will be provided at \$75.00 per hour.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Service Purchase Contract between Susquehanna County Services for Children & Youth and Denise Smith, CPA, Meshoppen, whereby Denise Smith will supply to Children & Youth Title IV-E packet review for Loftus-Vergari Associates for an amount not to exceed \$2,700.00. Either party may cancel this agreement with written thirty (30) day notice.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance, with regret, by President Judge Kenneth W. Seamans, the resignation of Marissa McAndrew, Law Clerk, effective July 27, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, by President Judge Kenneth W. Seamans, the resignation of Edward Millard, Tipstaff for the Court of Common Pleas of Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the verbal resignation of Susquehanna County Conservation District Director Pauline Fallon, effective 07/05/2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring by Treasurer Catherine Benedict, Linnie Donahue, Sharon Stockholm and Mary Lou Warner for temporary, part-time, non-union, clerical positions, for doe permits, \$7.25 per hour, effective July 9, 2012 until doe permits are finished.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Sarah Tiffany, Montrose, to the open, part-time, temporary, non-union position of Tax Claim Clerical, \$7.25 per hour, effective July 2, 2012 through the September Upset Tax Sale.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the sale of the following items:
(1)Troy Built Three Foot Sickle Bar Mower 3.5HP
(1)Blue Giant Pallet Jack
(1)John Deere Fertilizer Spreader Pull Behind
(1)Martin Machinery 35 KW Generator 4 Cylinder White Motor Used 40.8 Hours
(1)General Electric Maxi-Power 25 KW Generator 4 Cylinder White Motor Used 1014.3 Hours
(1)Dayton 8KW Propane or Natural Gas Standby Generator with automatic transfer switch
(1)Kohler 4KW Propane Generator
(1)Eight Foot Stainless Steel Hopper Cinder Spreader
(2)44x18.00-20 Turf Tires on John Deere Rims
(2)27x8.5-15 Tires on John Deere Rims
The Chief Clerk is directed to post a notice regarding sealed bids on the items in a prominent place in the Courthouse for a period of ten days. After ten days, the award will be made to the highest bidder or sold for current scrap value, whichever is greater.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Brian Severcool, Dimock Township, to the Susquehanna County Conservation District Board as a Farmer Director for the unexpired term July 11, 2012 through December 31, 2013.
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 10:39am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-17
07-25-12

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 approve the minutes from the July 11, 2012 meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:
-ratify the Gross Wages Report dated 07/13/2012 for \$175,901.85 for Net Payroll Expenses
-ratify the Cash Disbursement Journal dated 07/16/2012 for \$77,152.13 for CYS Expenses
-ratify the EFTPS payment dated 07/18/2012 for \$15,327.23 for Employee Retirement Contributions
-ratify the EFTPS payment dated 07/18/2012 for \$7,593.33 for State Withholding taxes
-ratify the Cash Disbursement Journal dated 07/18/2012 for \$94,581.86 for General Expenses
-ratify the EFTPS payment dated 07/19/2012 for \$59,234.98 for Federal Payroll taxes
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

payment for seminar requests:

- Amy Bishop, Clerk of Courts Office, July 24 – 26, 2012, Mechanicsburg, Dependency Training, cost \$60.00.
 - Nicholas Conigliaro and Jesse Harris, Correctional Facility, Mechanicsburg, August 9, 2012, County Inspection Process Training, cost \$236.66.
 - John Bencoter, Soil Conservation, July 25, 2012, Bloomsburg, Equipment Calibration, Repair and Recycling, cost to the County \$0.00.
 - Willie Keeney, Soil Conservation, August 7, 2012, Wysox, PA. Department of Agriculture Square Table Meeting, Manure Management and Regulations, cost to the County \$0.00.
 - Raebelle Taylor, Domestic Relations, October 18 – 19, 2012, State College, Annual Fall Directors' Meeting, total cost \$210.00, cost to the County \$0.00.
 - Katelyn Briggs and Nichole Snyder, October 17, November 29 – 20, 2012, Mayfield, Family Group Decision Making – Parts 1 and 2, total cost \$48.00, cost to the County \$9.60.
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Northern Tier Regional Planning and Development Commission, Economic Development Advisory Committee member, Jack Taylor, effective July 1, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance, with regret, by President Judge Kenneth W. Seamans, the resignation of Christina Lee from her position as Intake Officer in Domestic Relations effective August 1, 2012, and hire her to the open, full-time, union position of Finance/Enforcement Officer, effective August 1, 2012, Range 8, Rate \$8.50 per hour plus current year union increase, when it has been established, with a six month probation period and benefits per the Court Appointed Bargaining Unit. This position is a 32.5 hour per week position, with an increase in hours by President Judge Kenneth W. Seamans to 37.5 hours per week through March 6, 2013 as noted in the 06/27/2012 Salary Board minutes.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, by Susan Eddleston, Prothonotary/Clerk of Courts, the resignation of Susan Stoud effective end of business day on July 27, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Charlene Moser, Emergency Management, effective end of business day on August 1, 2012.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the retirement/ resignation of Susan Adamec, Children & Youth, effective end of business day on January 7, 2013.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and NHS Youth Services, Harrisburg, for the term July 1, 2011 through June 30, 2012, inclusive for the following programs only: 303470 Certificate of Compliance 303470 AA and BB and 303480 BB per diem \$275.00 and Shelter Care Certificate of Compliance 318310 per diem \$226.79.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and Youth Services Agency of PA, York, for the term July 1, 2011 through June 30, 2012, inclusive for the following programs only: FC Certificate of Compliance #330880, Unit ID AA, and Unit CC, per diem \$66.05.
Second Commissioner Giangrieco. Ayes

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Independent Contractor Agreement between Susquehanna County and Jonathan Allen d/b/a Been Here and There Computer Systems ("Allen d/b/a BHAT") whereby the County will compensate Allen d/b/a BHAT, for delivery of satisfactory IT Department management, services and administration for four (4) years beginning December 1, 2012, for the following amounts: First year - one hundred eighty thousand dollars (\$180,000.00); Second year – one hundred eighty-four thousand fifty dollars (\$184,050.00); Third year – one hundred eighty-eight thousand one hundred ninety-one dollars (188,191.00); and Fourth year – one hundred ninety-two thousand four hundred twenty-five dollars (\$192,425.00).
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

A. Bridgewater Twp, Parcel No. 141.00-2,004.00,001., name of George Perris, consisting of a trailer on Cundy land, assessed at \$3800. The trailer was exonerated from the tax rolls by Assessment July 12, 2012 as razed. Total to be exonerated is \$326.16.

B. Great Bend Twp, Parcel No. 070.00-2,025.00,005., name of Whitman, Jaime & Sheldon formerly Kenneth Ayres, consisting of a trailer in 3 Ponds Mobile Home Park, assessed at \$1000. The trailer was exonerated from the rolls by Assessment in January, 2012 as gone. Total to be exonerated is \$343.15.

Second Commissioner Giangrieco. 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 9:29am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-18
08-08-12

Commissioner Hall called the meeting to order at 9:15am in the Commissioners' Meeting Room in the Courthouse.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Giangrieco to amend and then approve the minutes from the July 11, 2012 meeting – the change being the appointment of Brian Severcool, Dimock Township to the Susquehanna County Conservation District Board as a Farmer Director for the unexpired term July 11, 2012 through December 31, 2013. The original minutes listed the term through December 31, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the minutes from the July 25, 2012 meeting.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Art Donato – 911 – 25 Years

Thomas Yadlosky – Veterans' Affairs – 5 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 08/01/2012 for \$65,638.52 for CYS Expenses

-ratify the Gross Wages Report dated 08/01/2012 for \$175,561.64 for Net Payroll Expenses

-ratify the EFTPS payment dated 08/01/2012 for \$14,834.74 for Employee Retirement Contributions

-ratify the EFTPS payment dated 08/01/2012 for \$7,740.13 for State Withholding taxes

-ratify the EFTPS payment dated 08/02/2012 for \$61,023.28 for Federal Payroll taxes

-ratify the Cash Disbursement Journal dated 08/02/2012 for \$602,851.39 for General Expenses

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Thomas Yadlosky Jr., Veterans Affairs, October 17 – 19, 2012, Grantville, Veterans' Service Officer Recertification, cost \$290.00.

-Nicholas Conigliaro and Joshua Weller, Correctional Facility, September 30 through October 3, 2012, State College, Wardens' Conference, cost \$181.88.

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-Jeffrey Shoemaker, Probation, September 17 – 19, 2012, State College, 2012 Annual Conference – County Chief Adult Probation & Parole Officers Association of PA, total cost \$470.00, cost to the County \$0.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Nathan Hibbard, Maintenance, effective at 12:00pm on July 18, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Robert S. Stoud, Susquehanna, to the open, full-time, non-union position of Emergency Management Coordinator, effective September 1, 2012, with a six month probation period and benefits per the County Personnel Manual.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-12, a Resolution to appoint Reliance Trust Company, Atlanta, GA, to act as Trustee with respect to Susquehanna County Employees' Retirement Plan, effective upon the termination of Marshall & Ilsley Trust Company and to terminate Marshall & Ilsley Trust Company N.A. as Trustee with respect to the Susquehanna County Employees' Retirement Plan, effective 10/04/2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-14, a Resolution naming Paul Johnson, Emergency Management Training Officer, as the Applicant Agent for DR #4030, Tropical Storm Lee.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-15, a Resolution naming Paul Johnson, Emergency Management Training Officer, as the Applicant Agent for DR #4025 Hurricane Irene.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-16, a Resolution naming Paul Johnson, Emergency Management Training Officer, as the Applicant Agent for DR #1898 HMGP (Hazard Mitigation Grant Program) Mitigation Plan Update.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-17, a Resolution naming Paul Johnson, Emergency Management Training Officer, as the Applicant Agent for DR # 4030 HMGP Buy Out.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the proposal from Evaluator Services and Technology, Inc, Greensburg, PA, for data extraction and related services for \$9,800.00 all inclusive – one conversion. This proposal is to assist Assessment in converting to the new software package.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco recess the Commissioners' Meeting at 9:24am to hold the Public Hearing regarding proposed amendments to the County's Subdivision and Land Development Ordinance 2005-01 as amended January 26, 2011. The amendments are meant to address the requirements of the recent Act 13 law dealing with natural gas and specifically with natural gas compressor stations.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Discussion regarding the amendments.

Public Comment

Motion by Commissioner Giangrieco to close the public hearing and reopen the Commissioners' meeting at 9:26am

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 9:37am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-19
08-22-12

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 approve the minutes from the August 8, 2012 meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 08/09/2012 for \$255,221.28 for General Expenses

- ratify the Cash Disbursement Journal dated 08/15/2012 for \$126,961.18 for General Expenses

- ratify the Gross Wages Report dated 08/15/2012 for \$164,631.16 for Net Payroll Expenses

- approve the EFTPS payment dated 08/15/2012 for \$14,373.79 for Employee Retirement Contributions

- approve the EFTPS payment dated 08/15/2012 for \$7,100.43 for State Withholding taxes

- approve the EFTPS payment dated 08/16/2012 for \$55,034.92 for Federal Payroll taxes

- ratify the Cash Disbursement Journal dated 08/16/2012 for \$64,940.67 for CYS Expenses

- ratify the Cash Disbursement Journal dated 08/21/2012 for \$210,975.37 for General Expenses

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Art Donato or Bruce Butler, September 26 – 28, 2012, State College, National Emergency Number Association (NENA) Annual Fall Conference, cost \$507.00.

- Michelle Graziano, Children & Youth, December 10 – 11, 2012, Mechanicsburg, #399 Prescription Drug Abuse, total cost \$266.00, cost to the County \$53.20.

- Jesse Harris, Deputy Warden, August 29, 2012, Stroudsburg, County Inspection Process Training, cost \$119.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the continuation of five day per week Meals on Wheels deliveries in Susquehanna County. To maintain the five day delivery schedule instead of the proposed cut to three days per week, Susquehanna County will pay \$25,000.00 to the B/S/S/T (Bradford-Sullivan-Susquehanna-Tioga) Area Agency on Aging, Towanda, for the period July 1, 2012 through June 30, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the acceptance of the Election Systems & Software, LLC (ES&S), Delaware, post warranty hardware maintenance, software maintenance and support services agreement for the period June 1, 2012 through May 31, 2013 for \$20,720.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Samantha Robinson, Montrose, by President Judge Kenneth W. Seamans for the open, full-time position of Intake Officer in Domestic Relations, Range 7, Rate \$8.04 per hour plus current year increase not

yet determined, 6.5 hours per day, five days per week, currently 7.5 hours per day per the request of Judge Seamans, with a six month probation period and benefits per the Court Appointed Bargaining Unit.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the proposal from MCM Consulting Group, Inc. to complete all aspects of the Hazardous Materials Unconventional Well Site Emergency Response Plan (UWSERP), and provide other guidance and procedures to augment response and operations during an emergency at a cost of \$1500.00. This cost is 100% reimbursable by a pre-approved grant from FEMA (80%) and PEMA (20%).

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

A. Franklin Township, Parcel No. 070.00-3,007.00,001., name of Dawn Marie Cook c/o William Cook, consisting of a trailer on the land of Wm. Cook, assessed at \$9,500.00. The trailer was exonerated from the rolls by Assessment August 17, 2012 as unhooked and unlivable. Total to be exonerated is \$957.35.

Second Commissioner Giangrieco. 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 9:39am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-20
09-12-12

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 approve the minutes from the August 22, 2012 meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Andrew Gordon – Corrections Officer – 5 Years

John Karakash – Corrections Officer – 5 Years

Laura Watts – Director of Elections/Voter Registrar – 5 Years

Motion by Commissioner Warren to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 08/29/2012 for \$38,416.91 for General Expenses

-ratify the Gross Wages Report dated 08/29/2012 for \$168,989.94 for Net Payroll Expenses

-ratify the EFTPS payment dated 08/29/2012 for \$14,235.23 for Employee Retirement Contributions

-ratify the EFTPS payment dated 08/29/2012 for \$7,288.15 for State Withholding taxes

-ratify the EFTPS payment dated 08/30/2012 for \$56,819.47 for Federal Payroll taxes

-ratify the Cash Disbursement Journal dated 09/06/2012 for \$86,172.41 for CYS Expenses

-ratify the Cash Disbursement Journal dated 09/07/2012 for \$347,855.10 for General Expenses

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- approve the Gross Wages Report dated 09/12/2012 for \$160,465.14 for Net Payroll Expenses
 - approve the EFTPS payment dated 09/12/2012 for \$14,674.52 for Employee Retirement Contributions
 - approve the EFTPS payment dated 09/12/2012 for \$7,112.76 for State Withholding taxes
 - approve the EFTPS payment dated 09/13/12 for \$54,828.60 for Federal Payroll taxes
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Susan Adamec, Michelle Graziano and Mark Phillips, Children & Youth, State College, October 3 – 5, 2012, Pennsylvania Children & Youth Administrators Quarterly Meeting, total cost \$1,214.00, cost to the County \$242.80.
 - Robert Fearnley, Soil Conservation, September 25 – 26, 2012, Dubois, Dirt & Gravel Road Annual Maintenance Workshop, cost to the County \$0.00.
 - Robert Fearnley, Soil Conservation, October 11 – 12, 2012, State College, Watershed Specialist Meeting, cost to the County \$0.00.
 - Tom Button, Joan Burman, Alex Novack and Mary Noldy, Assessment, September 14, 2012, Jessup, Assessment Law and Clean & Green, cost \$180.00.
- Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-18, a Resolution naming Robert Stoud, EMA Coordinator, as the Applicant Agent for DR #4030, Tropical Storm Lee.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-19, a Resolution naming Robert Stoud, EMA Coordinator, as the Applicant Agent for DR #4025 Hurricane Irene.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-20, a Resolution naming Robert Stoud, EMA Coordinator, as the Applicant Agent for DR #1898 HMGP (Hazard Mitigation Grant Program) Mitigation Plan Update.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-21, a Resolution naming Robert Stoud, EMA Coordinator, as the Applicant Agent for DR # 4030 HMGP Buy Out.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and KidsPeace National Center, Schnecksville, for the term July 1, 2011 through June 30, 2012, inclusive for the following programs only: Foster Care, Unit ID BB, Certificate of Compliance #239140, per diem \$91.40, Diagnostic, Unit SA, Certificate of Compliance #220110, per diem \$314.23 and Certificate of Compliance #207020, per diem \$3.00.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the acceptance by Mary Evans, Register & Recorder, the resignation of Michael Harlost from the temporary, part-time clerical position in the Register & Recorder's office and acknowledge the hiring of Mr. Harlost by Mary Evans to the open, part-time clerical position in the Register & Recorder's office, both effective September 5, 2012 with a six month probation period and benefits per the Court Related bargaining Unit. The part-time position is for a maximum of 950 hours per calendar year, Range 6, Rate \$7.60 per hour plus the current year increase when determined.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the hiring of Jonathan Cronk, Montrose, by Susan Eddleston, Prothonotary/Clerk of Courts, to the open, full-time 2nd Deputy Prothonotary position, Range 10, Rate \$9.51 per hour plus the current year increase when determined, 37.5 hours per week with a six month probation period and benefits per the Court Related Bargaining Unit, effective September 24, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Ankur Kanti Patel, Esquire, by President Judge Kenneth W. Seamans, to the open position of Judicial Law Clerk, 32.5 hours per week, \$36,070.58 per year with a six month probation period and benefits per the County Personnel Manual.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the termination of Sami Bourizk by

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President Judge Kenneth W. Seamans effective August 24, 2012.
Second Commissioner Giangrieco. 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 9:29am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-21
09-26-12

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 correct then approve the minutes from the September 12, 2012 meeting, the correction being the EFTPS payment dated 09/12/2012 for \$7,112.765 for State Withholding taxes be changed to \$7,112.76.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 09/12/2012 for \$107,609.93 for General Expenses
 - ratify the Cash Disbursement Journal dated 09/13/2012 for \$180.00 for General Expenses
 - ratify the Cash Disbursement Journal dated 09/17/2012 for \$79,792.61 for CYS Expenses
 - ratify the Cash Disbursement Journal dated 09/17/2012 for \$58.44 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 09/19/2012 for \$59,458.25 for General Expenses
 - approve the Gross Wages Report dated 09/26/2012 for \$162,532.86 for Net Payroll Expenses
 - approve the EFTPS payment dated 09/26/2012 for \$14,523.21 for Employee Retirement Contributions
 - approve the EFTPS payment dated 09/26/2012 for \$6,995.80 for State Withholding taxes
 - approve the EFTPS payment dated 09/27/2012 for \$53,454.63 for Federal Payroll taxes
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- William Conklin, Children & Youth, Mayfield, October 17 and November 29 and 30, 2012, Family Group Decision Making Parts 1 & 2, total cost \$24.00, cost to the County \$4.80.
- Robert Stoud and Paul Johnson, Emergency Management, Harrisburg, October 27- 31, 2012, Pennsylvania Emergency Management Conference, cost \$240.00.
- Kimberly Grace, Ag Extension, September 17 – 18, 2012, Wilkes-Barre, Access 4-H Training, cost to the County \$0.00.
- Linda Albert and Marianne Heller, Correctional Facility, Harrisburg, September 18, 2012, Correctional Care Nurses Seminar, cost \$166.09.
- John Lester and Lisa Vail, Probation, November 1, 2012, Montrose, Children's Issues in a Changing World (12) Child Abuse and the Brain, total cost \$50.00, cost to the County \$0.00.
- Lisa Vail, Probation, October 4, 2012, Scranton, Severely Emotionally Disturbed Children, total cost \$177.00, cost to the County \$0.00.
- Lisa Vail, Probation, October 11, 2012, Scranton, Seeking Justice, Ending Sexual Violence, total cost \$83.00, cost to the County \$0.00.

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-John Lester, Probation, November 7 – 9, 2012, Harrisburg, Pennsylvania Conference on Juvenile Justice, Annual Training & Awards Program, total cost \$550.00, cost to the County \$0.00.

-Tracey Daniels and Cierra Greenwood, 911, October 16 – 18, 2012, Syracuse, NY, Emergency Medical Dispatch Training, cost \$1548.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the quote from Brown's Tree Service, Tunkhannock, for \$7,145.00 for tree removal, brush removal, grind stumps and clean up in both the lower parking lot and the parking lot on the side of the Courthouse.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Purchase of Service Agreement Susquehanna County Services for Children & Youth, Susquehanna County Probation Services and the County of Lackawanna Commissioners, Probation and Children & Youth, Scranton, for the term July 1, 2012 through June 30, 2013, for the purchase of bed space at the Lackawanna County Detention Center, daily rate is \$225.00, not to exceed a total of \$75,000 per fiscal year.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize Commissioner Alan Hall 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, 2012 and December 31, 2012 for the SAVIN software used in the District Attorney's Office and the County Prison. The 50% County portion of the invoice is \$874.13.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the agreements between the Lackawanna-Susquehanna Counties Behavioral Health/Intellectual Disabilities and Early Intervention Programs and the entities listed below, term agreements are all dated for July 1, 2012 through June 30, 2013, with dollars allocated to Early Intervention in the amount of \$1,501,200, Behavioral Health \$6,671,500, Intellectual Disabilities \$3,586,800, total \$11,759,500 Federal, State, and Local monies, with the Local Match for 2012-2013 being \$112,300.

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| Allied Services | ARC of Northeastern Pennsylvania |
| Arc Human Services | Balance Pediatrics, Inc. |
| Bayada Nurses, Inc. | Beckhorn, Marian Goldstein |
| Behavioral Health Research Institute Cardinal, Mary | |
| Care for People Plus | Caregivers America |
| Catholic Social Services of Lackawanna County | |
| Community Intervention Center of Lackawanna County | |
| Deutsch Institute | Devereux |
| EIHAB Human Services | Friendship House |
| Goodwill Industries of NE PA | Gryzbowski, Nikol Hall |
| Human Resources Center | Interim Home Healthcare |
| Just 4Kids | Keystone Community Resources Incorporated |
| Keystone Independent Living | Lourdesmont |
| Mucha, Nancy | Murray, Tamara |
| NAMI Pennsylvania, Scranton Area Chapter | |
| National Mentor d/b/a PA Mentor | NHS of Northeastern PA |
| NHS of Northeastern PA-BH | Pediatric and Adult Therapy Services, Inc. |
| Saint Joseph's Center | Salamon, Kathleen |
| Schuster, Joseph | Scranton Counseling Center and SCC Care |
| Scranton Counseling Center BH | Shah, Lalit |
| Spectrum Therapy | Stages Family Services, LLC |
| Stiefel, Julia | Step-By-Step |
| Sunshine Therapeutic | Supports Services for Infants and Toddlers |
| Telespond Senior Services, Inc. | |
| The Advocacy Alliance – A Mental Health Association | |
| The Advocacy Alliance – A Mental Health Association - HCQU | |
| Therapy Unlimited | Tidgewell Associates |
| Tri-Valley Care, Inc. | United Cerebral Palsy of NE PA |
| United Neighborhood Centers | United Rehabilitation Services |
| US Healthcare Services | Voluntary Action Center |
| Ward, Pam | |
| Western Pennsylvania School for the Deaf | |
| Women's Resource Center | |

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign an amendment to the lease dated June 1, 1993 and the modification dated December 2002 for the Verizon Wireless Tower located off Griffis Street in the Borough of Montrose. This amendment is to allow Verizon Wireless to add (1) microwave dish and (1) coaxial cable to the County's tower as described in the attached Structural Analysis dated June 2012 and prepared by Armor Tower Engineering.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the following trailer from the Tax Claim Bureau Repository Sale List per the recommendation of Catherine Benedict, Tax Claim Director:

A. Dimock Twp, Parcel No. 200.00-1,006.00,001, a trailer in the name of Kenneth Ely, consisting of a trailer on own land, assessed at \$1400. The trailer was exonerated from the rolls by Assessment August 5, 1996 and is not on site.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation of Stephen Janoski, 911, effective November 28, 2012, per the recommendation of Art Donato, Agency Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to terminate Ronald Dawson, 911, effective September 18, 2012, per the recommendation of Art Donato, Agency Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation/retirement of John Benscoter, Soil Conservation, effective end of business day on October 5, 2012, per the recommendation of Jim Garner, Conservation District Manager.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the resignation of Susan Harvey, Children & Youth, effective end of business day, October 9th, 2012, per the recommendation of Susan Adamec, Agency Director.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept, with regret, the resignation/retirement of Kathleen Aldrich, Deputy Chief Clerk, effective end of business day November 28, 2012, per the recommendation of Chief Clerk, Sylvia Beamer.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance by President Judge Kenneth W. Seamans, the verbal resignation of Samantha Robinson, Domestic Relations, effective September 18, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to acknowledge the hiring of Lori Cobb, Montrose, by President Judge Kenneth W. Seamans, to the open, full-time position of Domestic Relations Intake Officer, Range 7, Rate \$8.04 per hour plus current year increase not yet determined, 6.5 hours per day, five days per week, currently 7.5 hours per day per the request of Judge Seamans, with a six month probation period and benefits per the Court Appointed Bargaining Unit, effective September 24, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to open for review the sealed offers to lease, for the purpose of oil and gas exploration and production, Property Tax Parcel Identification Number 177.00-1-028.00 consisting of approximately 10 acres, which were due in the Chief Clerk's office by 4:00pm on September 25, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the quote for 50 ballot boxes from Independent Tabulation, Inc, Mebane, NC, in the amount of \$5452.27 including shipping, per the recommendation of Laura Watts, Director of Elections.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the quote for 2x4 and trof lighting at the County Office Building from Friedman Electric in the amount of \$3,518.48.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to reject the offer from Chesapeake to lease, for the purpose of oil and gas exploration and production, Property Tax Parcel Identification Number 177.00-1-028.00 consisting of approximately 10 acres.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:37am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-22
10-10-12

Commissioner Hall called the meeting to order at 9:01am 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 from the September 26, 2012 Meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:
-ratify the Cash Disbursement Journal dated 09/27/2012 for \$251,394.91 for General Expenses
-ratify the Cash Disbursement Journal dated 09/28/2012 for \$79,609.46 for CYS Expenses
-ratify the Cash Disbursement Journal dated 10/02/2012 for \$3,397.00 for Election Expenses
-ratify the Cash Disbursement Journal dated 10/03/2012 for \$ 225,812.41 for General Expenses
-ratify the Gross Wages Report dated 10/10/2012 for \$157,970.80 for Net Payroll Expenses
-approve the EFTPS payment dated 10/10/2012 for \$14,464.20 for Employee Retirement Contributions
-approve the EFTPS payment dated 10/10/2012 for \$6,979.23 for State Withholding taxes
-approve the EFTPS payment dated 10/10/2012 for \$53,316.87 for Federal Payroll taxes
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the following seminar requests and/or payment for seminar requests:
-Paul Johnson, Emergency Management, October 9 – 10, 2012, Pittsburgh, Knowledge Center User Conference, cost \$75.00.
-Art Donato or Bruce Butler, 911, October 10, 2012, Tunkhannock, PennDot Winter Maintenance & Plan, cost \$15.00.
-Charmarie Bisel and Diana Roszel, Children & Youth, November 2, 2012, Mayfield, The PA Dependency Benchbook & Practice Model: Guides for Competent Dependency Court Practice, total cost \$16.00, cost to the County \$3.20.
-Willie Keeney and Eric Watkins, Soil Conservation, October 23 – 25, 2012, State College, Annual Training for the 102/105 Programs, Cost to the County \$0.00.
-Nicholas Conigliaro, Warden, October 11, 2012, Scranton, Dealing with Difficult People, cost \$30.00.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-22, a Resolution to advertise the sale of four vehicles.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to sign the Memorandum of Understanding for the Criminal Justice Unified Case Management (C9CJ-UCM) Program Agreement between Susquehanna County and the County Commissioners Association of Pennsylvania for the District Attorney's Office and the Adult Probation Office. The result will be a unified system that shares data between agencies and other applications such as the Court Case Management System and other connected systems. This will allow sharing of information, reduction of data errors and present all affected agency data in a common format that is standard in the State. The cost for three years including software, support and maintenance is \$33,766.70.

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

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

A. Ararat Twp, Parcel No. 173.00-1,003.00,002., name of Minnie J. Payne Estate consisting of a trailer on land of Minnie Payne Estate now Lee Hugaboom, assessed at \$1000. Trailer parcel was exonerated from the rolls by Assessment and the trailer was added to parent parcel October 2011 as unlivable. Total taxes to be exonerated \$332.52
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Purchase of Service Agreement between Susquehanna County Services for Children & Youth and United Children's Homes, Inc., Hazelton, for the term September 27, 2012 through June 30, 2013, inclusive for the following programs only: Community Based Dependent and Delinquent, Certificate of Compliance 214360, per diem \$121.80.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Alicia Miner, Montrose, to the open, full-time position of Custodian, effective October 15, 2012, Range 5, Rate \$7.47 per hour, 40 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Allen Luce, Department Head of Maintenance.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

There were no bids received for refuse dumpsters for the period December 1, 2012 through November 30, 2014, that were due in the Chief Clerk's office by 4:00pm on October 5, 2012. This will be readvertised.

Public Comment

Commissioner Giangrieco left the meeting at 9:58am

Motion by Commissioner Hall to close the Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:59am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-23
10-24-12

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

Present: Commissioners Hall, Giangrieco and Warren.

Commissioner Hall announces that public comment will be held to three minutes.

Motion by Commissioner Giangrieco to approve the minutes from the October 10, 2012 Meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 10/11/2012 for \$49,849.30 for General Expenses
 - ratify the Cash Disbursement Journal dated 10/16/2012 for \$1,858.18 for Jury Expenses
 - ratify the Cash Disbursement Journal dated 10/16/2012 for \$18,751.00 for General Expenses
 - ratify the Cash Disbursement Journal dated 10/17/2012 for \$142,458.38 for General Expenses
 - ratify the Cash Disbursement Journal dated 10/18/2012 for \$81,338.34 for CYS Expenses
 - approve the Gross Wages Report dated 10/24/2012 for \$163,781.56 for Net Payroll Expenses
 - approve the EFTPS payment dated 10/24/2012 for \$14,710.70 for Employee Retirement Contributions
 - approve the EFTPS payment dated 10/24/2012 for \$7,071.41 for State Withholding taxes
 - approve the EFTPS payment dated 10/25/2012 for \$54,489.01 for Federal Payroll taxes
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Bruce Butler and Steve Janoski, 911, November 7 – 8, 2012, State College, InterAct User Group Conference and Training, cost \$384.00.
- Art Donato and Steve Janoski, 911, November 13 – 14, 2012, Stroudsburg, ACU1000 Training, cost \$164.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Proclamation 2012-04, proclaiming November, 2012 as Adoption Awareness Month in Susquehanna County.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2012-05, proclaiming November, 2012 as Hospice Month in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-23, a Resolution to abolish the elected office of Jury Commissioner in Susquehanna County on this 24th day of October 24, 2012 and the elected office of Jury Commissioner will expire at the completion of the current Jury Commissioners' terms of office on December 31, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-24, a Resolution Authorizing the Filing of a Proposal for Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-25, a Resolution of the County of Susquehanna Entering Into a Cooperation Agreement with the Susquehanna County Housing/Redevelopment Authority for Administration of the Pennsylvania Housing Affordability and Rehabilitation Enhancement Program.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to table motion 11.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

11. Motion by Commissioner _____ to authorize the Commissioners to sign the Cooperation Agreement for Management Responsibility of Community Development Block Grant by and Between Susquehanna County Board of Commissioners and the Redevelopment Authority of the County of Susquehanna,
Second Commissioner

Motion by Commissioner Giangrieco to adopt the proposed County Human Services Plan for the fiscal year 2012-2013.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the transfer of Amanda Wilston from Voter Registration to the open, full-time position of Deputy Chief Clerk, \$32,000 per year, minimum

40 hours per week with a six month probation period and benefits per the County Personnel Manual, per the recommendation of Chief Clerk, Sylvia Beamer.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Patricia Stimmel, Montrose, to the open, full-time position of 911 Systems Manager/Database Analyst, 40 hours per week, Range 14, Rate \$12.26 per hour, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective October 30, 2012, per the recommendation of Art Donato, 911 Coordinator.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint Brian Hinkley to the Economic Development Board for a term beginning immediately and ending December 31, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Bill Kelley to the Economic Development Board for a term beginning immediately and ending December 31, 2013.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Memorandum of Understanding between Penn State Cooperative Extension and Susquehanna County Commissioners, whereby, Susquehanna County will fund a 4-H Educator position for three years at the following amounts:

| | |
|------|----------|
| 2013 | \$41,383 |
| 2014 | \$43,109 |
| 2015 | \$44,998 |

In addition to the 4-H Educator position, Susquehanna County agrees to pay for the year 2013, \$38,313 to support an Administrative Support Position. The total amount Susquehanna County agrees to pay Penn State for the year 2013 including the 4-H Educator position and an Administrative Support Position is \$104,883.
Second Commissioner Hall. Ayes: Commissioners Hall and Warren. Abstain: Commissioner Giangrieco. Motion carried.

Public Comment

Motion by Commissioner Giangrieco to close the Commissioners' meeting and open a Salary Board meeting.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Hall declared the Commissioners' meeting adjourned at 9:31am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-24
10-29-12

Commissioner Hall called the Special Commissioners' meeting to order at 6:00pm in the Commissioners' meeting room in the Susquehanna County Courthouse.

Present: Commissioners Hall, Giangrieco and Warren.

Motion by Commissioner Warren to set the salary increase for the Prothonotary, Clerk of Courts and Sheriff for the years 2014 and 2015 at 2% per year and require them to pay 15% of the premium of their health insurance in 2014 and 25% of their health insurance premium in 2015.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to set the salary increase for the Prothonotary, Clerk of Courts and Sheriff for the years 2016 and 2017 at 0% and require them to pay 25% of their health insurance premium in 2016 and 2017.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

Motion by Commissioner Giangrieco to set the rate for Tax Collectors for the years 2014, 2015, 2016 and 2017 at \$4.00 per bill, collected or uncollected.
Second Commissioner Hall. Ayes: Unanimous. Motion carried.

Public Comment

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

Commissioner Hall declared the Commissioners' meeting adjourned at 6:14pm.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-24
11-14-12

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

Pledge of allegiance to the flag.

Present: Commissioners Giangrieco and Warren. Commissioner Hall is at a PUC meeting regarding Act 13 disbursements.

Motion by Commissioner Warren to amend then approve the minutes from the October 24, 2012 meeting, the change being Patricia Stimmel's (911) hire date from October 25, 2012 to October 30, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to approve the minutes of the October 29, 2012 Special Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.
Connie Rubio – Correctional Facility – 5 Years

Motion by Commissioner Warren to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 10/24/2012 for \$247,752.07 for General Expenses
 - ratify the Cash Disbursement Journal dated 11/01/2012 for \$70,163.37 for General Expenses
 - ratify the Cash Disbursement Journal dated 11/07/2012 for \$443,331.88 for General Expenses
 - ratify the Gross Wages Report dated 11/07/2012 for \$162,794.84 for Net Payroll Expenses
 - approve the EFTPS payment dated 11/07/2012 for \$14,406.06 for Employee Retirement Contributions
 - approve the EFTPS payment dated 11/07/2012 for \$7,170.15 for State Withholding taxes
 - approve the EFTPS payment dated 11/08/2012 for \$55,229.64 for Federal Payroll taxes
 - ratify the Cash Disbursement Journal dated for \$29,776.00 for Election Expenses
- Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

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

- Denise Sellers, Domestic Relations, Harrisburg, November 1, 2012, Domestic Relations Child Support meeting, cost \$127.38, cost to the County \$65.62.
- Jeffrey Shoemaker, Probation, October 30, 2012, State College, Synthetic Drugs Workshop/DUI Workshop, total cost \$138.00, cost to the County \$0.00.
- Robert Fearnley, Soil Conservation, Dushore, November 15, 2012, Envirothon Coordinator Training, cost to the County \$0.00.
- Jim Garner, Soil Conservation, Lebanon, November 16, 2012, Farmland Preservation Training, cost to the County \$0.00.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

-Joan Burman, Mary Noldy and Alex Novack, Assessment, Scotrun, December 7, 2012, Assessment Appeal Administration, cost \$75.00.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Proclamation 2012-06, proclaiming November 15, 2012 as "American Recycles Day" in Susquehanna County.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open for review, the sealed bids for refuse due November 9, 2012.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to open for review, the sealed bids for vehicles due November 9, 2012.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept, with regret, the retirement of Allen Luce, Maintenance, effective end of business day December 20, 2012, per the recommendation of Chief Clerk Sylvia Beamer.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to terminate John Walker from the temporary, part-time position of Drug/DUI Task Force County Detective, effective October 24, 2012, per the recommendation of District Attorney Jason Legg.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify the transfer of Donna Betters from Clerk/Typist, Children & Youth to the open, full-time position of Fiscal Assistant, Children & Youth, Range 9, Rate \$9.25 per hour, 37.5 hours per week, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date of the transfer, October 29, 2013, per the recommendation of Susan Adamec, Agency Director.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Sonja Bomersheim, Lenox Township, to the open, full-time position of Assistant Director of Elections. Assistant Voter Registrar, Range 10, Rate \$9.80 per hour, 40 hours per week with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective date November 1, 2012, per the recommendation of Laura Watts, Director of Elections.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to transfer Michelle Graziano from the position of Casework Supervisor to Children & Youth Administrator/Agency Director effective December 1, 2012, salary \$55,000 per year with an increase to \$60,000 per year upon completion of a successful six month probation period. Benefits are per the County Personnel Manual.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Brandy Caswell, Montrose, to the open, full-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours, with a six month probationary period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Art Donato, 911 Coordinator, effective date to be determined by Art Donato.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Valorie Knott, Hallstead, to the open, full-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours, with a six month probationary period and benefits per the Residual Bargaining Unit Contract, per the recommendation of Art Donato, 911 Coordinator, effective date to be determined by Art Donato.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the agreement between Susquehanna County Children & Youth and Avanco International, McLean, Virginia, whereby Avanco will develop and install Version 8 of the Child Accounts and Profile System (CAPS) currently used by Children & Youth. The costs of Version 8 upgrades are shared by all Counties using CAPS proportionally allocated based on the number of users in each County compared to the total number of CAPS users. The total cost of the Version 8 upgrades for all Counties is \$228,500. The cost to Susquehanna County is a fixed price of \$1,798.

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 Giangrieco declared the Commissioners' meeting adjourned at 9:16am.

Motion by Commissioner Giangrieco to reopen the Commissioners' meeting at 9:16am for a public announcement.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Commissioner Giangrieco states that it has come to the Commissioners' attention that an individual(s) has tried to gain entry to a resident's home stating he was from the County Assessment Office but had no Identification. All County employees have County Identification Cards signed by the current Commissioners. Do not let anyone into your home without proper ID. Some magnetic vehicle signs from the Assessment Office are missing.

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

Commissioner Giangrieco declared the Commissioners' meeting adjourned at 9:19am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-25
11-28-12

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 approve the minutes of the November 14, 2012 Commissioners' meeting.
Second Commissioner Warren. Ayes: Commissioners Giangrieco and Warren. Abstain: Commissioner Hall.

Motion by Commissioner Warren to set the millage for the year 2013 for Susquehanna County as follows: 10.5 mills for General Real Estate for the General Fund and .33 mills for the Library Fund. The total millage for real estate is 10.83.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 11/14/2012 for \$130,031.42 for General Expenses
- ratify the Cash Disbursement Journal dated 11/19/2012 for \$70,388.07 for CYS Expenses
- ratify the Cash Disbursement Journal dated 11/20/2012 for \$113,056.80 for General Expenses
- ratify the Gross Wages Report dated 11/21/2012 for \$170,083.01 for Net Payroll Expenses
- ratify the EFTPS payment dated 11/21/2012 for \$15,115.90 for Employee Retirement Contributions
- ratify the EFTPS payment dated 11/21/2012 for \$7,336.06 for State Withholding taxes
- ratify the EFTPS payment dated 11/22/2012 for \$56,573.03 for Federal Payroll taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to approve the following seminar requests and/or payment for seminar requests:
Donna Betters, Children & Youth, December 11, 2012, Allentown, Dependency Processing, cost \$0.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-26, a Resolution to adopt the 2012 Susquehanna County Hazard Mitigation Plan, as recommended by the Emergency Management Coordinator, Robert Stoud.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to adopt Resolution 2012-27, a Resolution to adopt the Susquehanna County Hazardous Materials Emergency Response Plan for Transportation Incidents, as recommended by the Emergency Management Coordinator, Robert Stoud.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt Resolution 2012-28, a Resolution to adopt the Susquehanna County Hazardous Materials Emergency Response Plan for Unconventional Well Sites, as recommended by the Emergency Management Coordinator, Robert Stoud.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to appoint the following to the Susquehanna County Emergency Preparedness Task Force for the years 2012 and 2013:

| | | |
|------------------------|---------------|-------------------|
| Robert Stoud | Paul Johnson | Art Donato |
| Bruce Butler | Alan Hall | 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 | Michael Ognosky |
| Francine Shea | Bronson Stone | Kim Hess |
| Tom McGroarty | Debra Tomeo | Beverly Griffiths |
| TJ Jimmie | Dawn Kupst | |

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint the following to the Local Emergency Planning Committee for the years 2012 and 2013:

| | | |
|-------------------|-----------------------|-------------------|
| Robert S. Stoud | Paul A. Johnson | Rachel R. Carrico |
| Arthur Donato | Phyllis McNamara | Blaine Dibble |
| Alan M. Hall | Michael J. Giangrieco | MaryAnn Warren |
| Alan Oswald | Mark Sullivan | Donald Kessler |
| Sgt. Brian Cawley | Michael Stalnecker | Larry Souder |
| Beverly Griffiths | Kimberly Hess | |

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to award the bids opened for review at the November 14, 2012 Commissioners' meeting for vehicles to the highest bidders as follows:

- 2003 Ford 10+2 bus to Cosmello's for \$450.00
- 2005 Ford 10+3 bus to Cosmello's for \$450.00
- 2006 Ford van to D.E. Daugherty for \$1,250.00
- 2006 Ford 10+3 bus to Barnes Kasson for \$1,005.00

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the bid for refuse service for the period December 1, 2012 through November 30, 2014 to Joe's Disposal Service.

- (1) 8 Yd Dumpster at Courthouse \$130.00 per month
- (1) 6 Yd Dumpster at County Office Bldg. \$120.00 per month
- (2) 8 Yd Dumpsters at Recycling Center \$280.00 per month
- Additional Load Same Pick Up Time and Day –
10 to 15 minute wait \$35.00 per additional load
- (1) 8 Yd Dumpster at County Prison \$155.00 per month
- Additional Pick Ups \$40.00 any size dumpster

Pick-ups will be weekly.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to accept the resignation of Patricia Stimmel, 911, effective November 14, 2012, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Michael Pinkowski, Montrose, to the open, full-time position of 911 Systems Manager/Database Analyst, 40 hours per week, Range 14, Rate \$12.26 per hour, with a six month probation period and benefits per the Residual Bargaining Unit Contract, effective November 21, 2012, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to hire Laura Holbrook, Bridgewater Township, to the open, full-time position of Chesapeake Bay Technician/Resource Conservationist, Range 11, Rate \$10.35 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 by the District Manager, per the recommendation of Jim Garner, Conservation District Manager.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to hire Jessica Bryant, Bridgewater Township, to the open, part-time position of dispatcher trainee, Rate \$9.25 per hour, varied hours with a six month probation period and benefits per the Residual Bargaining Unit Contract, hire date to be determined by Art Donato, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the purchase of a Kubota F3680 tractor for Maintenance from Timberline Lawn & RV, Montrose, under State Contract Pricing for \$27,786.00 including delivery and training.

Second Commissioner Giangrieco. 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 9:32am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-26
12-12-12

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 approve the minutes of the November 28, 2012 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries.

Allen Smith – Probation – 20 Years

Motion by Commissioner Giangrieco to ratify or approve the following:

- ratify the Cash Disbursement Journal dated 11/28/2012 for \$33,331.87 for General Expenses
- ratify the Cash Disbursement Journal dated 11/29/2012 for \$788.96 for Jury Expenses
- ratify the Cash Disbursement Journal dated 12/03/2012 for \$17,000.00 for Reimbursable PEMA/FEMA Expenses
- ratify the Gross Wages Report dated 12/05/2012 for \$171,845.14 for Net Payroll Expenses
- ratify the EFTPS payment dated 12/05/2012 for \$15,583.39 for Employee Retirement Contributions
- ratify the EFTPS payment dated 12/05/2012 for \$7,608.15 for State Withholding taxes

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- ratify the EFTPS payment dated 12/06/2012 for \$59,343.79 for Federal Payroll taxes
- ratify the Cash Disbursement Journal dated 12/06/2012 for \$206,337.91 for General Expenses
- ratify the Cash Disbursement Journal dated 12/07/2012 for \$81,962.03 for CYS Expenses

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

- Mark Phillips, Children & Youth, February 19-21, 2013, Mechanicsburg, Fiscal Support – Invoicing, total cost \$516.00, cost to the County \$103.20.
- Michelle Graziano and Mark Phillips, Children & Youth, January 23 – 25, 2013, State College, Pennsylvania Children & Youth Administrators Quarterly Conference, total cost \$728.00, cost to the County \$145.60.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to open for review the bids for bottled water that were due in the Chief Clerk's office by December 4, 2012 for the period January 1, 2013 through December 31, 2014.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign a Lease Agreement between The North-Eastern Pennsylvania Telephone Company and Susquehanna County for a portion of improved property consisting of a 9' x 9' building located on the property leased by The North-Eastern Pennsylvania Telephone Company from Elk Mountain Ski Center, Inc. This lease is for the period of June 1, 2012 through May 31, 2017 with additional one year renewals, with an annual rent in the amount of \$1,800.00 payable in advance, annually, and to include all electric expenses and maintenance to the building during the term of this lease.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to commit the Act 13 funds received by the County as required by Act 13, as follows:

- Emergency preparedness and public safety, including law enforcement and fire services, hazardous material response, 911, equipment acquisition and other services \$1,118,200.
- Environmental programs – Agricultural Preservation \$40,000.
- Tax reductions \$820,500.
- Records management, geographic information systems and information technology \$200,000.
- Judicial Services \$450,000.
- Deposit into a capital reserve fund used solely for a purpose set forth in Act 13 of 2012 \$1,272,200.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to exonerate the Tax Claim Bureau from collecting delinquent taxes on the following, per the request of Catherine Benedict, Tax Claim Director: A. Clifford Township, Parcel No. 266.00-1,087.00,024., name of George Seeger consisting of a trailer in White Trailer Park, assessed at \$1,000.00. The trailer was exonerated from the rolls by Assessment as gone. Total to be exonerated \$55.84.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the five year Memorandum of Understanding, dated December 12, 2012, between the Susquehanna County Commissioners and the Susquehanna County Conservation District addressing District operations, functions and responsibilities as they relate to both State law and the County government, in order to provide the highest degree of mutual understanding and cooperation.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the acceptance, with regret, the resignation of Christine Lee, Domestic Relations, by President Judge Kenneth W. Seamans, effective end of business day, January 18, 2013.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to accept the resignation of Valorie Knott, 911, effective 12/03/2012, per the recommendation of Art Donato, 911 Coordinator.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to recess the Commissioners meeting and open a Salary Board meeting at 9:05am.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Commissioners' meeting reconvened at 9:09am.

Commissioner Hall recommends the hire of and salary for Dennis Landis be \$40,000.

Motion by Commissioner Giangrieco to hire Dennis Landis, Susquehanna, to the open, full-time position of Department Head of Maintenance, minimum 40 hours per week, Salary \$40,000 per year with a six month probation period and benefits per the County Personnel Manual, effective date December 26, 2012, per the recommendation of Chief Clerk Sylvia Beamer. There will be no 2013 increase.

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 9:23am

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners

CS-12-27
12-26-12

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 approve the minutes of the December 12, 2012 Commissioners' meeting.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

5. Motion by Commissioner Giangrieco to ratify or approve the following:

-ratify the Cash Disbursement Journal dated 12/12/2012 for \$107,657.36 for General Expenses

-ratify the Cash Disbursement Journal dated 12/19/2012 for \$139,436.88 for General Expenses

-ratify the Cash Disbursement Journal dated 12/21/2012 for \$78,452.68 for CYS Expenses

-ratify the Gross Wages Report dated 12/19/2012 for \$175,637.92 for Net Payroll Expenses

-ratify the EFTPS payment dated 12/19/2012 for \$15,173.72 for Employee Retirement Contributions

-ratify the EFTPS payment dated 12/19/2012 for \$7,568.78 for State Withholding taxes

-ratify the EFTPS payment dated 12/20/2012 for \$59,053.80 for Federal Payroll taxes

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

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

-Denise Sellers, Domestic Relations, January 17 – 18, 2013, Harrisburg, Domestic Relations, Association of Pennsylvania Child Support Program, total cost \$320.00, cost to the County \$0.00.

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to adopt the proposed 2013 County Budget. The total millage is 10.83.

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Susquehanna County, PA Commissioners' Public Meeting Minutes for 2012

Motion by Commissioner Warren to accept, with regret, the resignation of Patrick Ahearn from the Susquehanna County Planning Commission, effective December 24, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to award the cooler and bottled water bid for the period 01/01/2013 through 12/31/2014 to J & J Springs, New Milford.

| | |
|---|--------------|
| Price per 5-gallon bottled water | \$3.30 |
| Price of deposit per 5-gallon bottle | \$0.00 |
| Rental Price per cold cooler w/waterguard | \$6.00/month |
| Rental Price per hot/cold cooler w/waterguard | \$6.00/month |

Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to reappoint Daniel Farnham to the Susquehanna County Conservation District Board of Directors as a Public Director for the term January 1, 2013 through December 31, 2016.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to appoint Lillian Theophanis to the Susquehanna County Conservation District Board of Directors as a Public Director for the term January 1, 2013 through December 31, 2016.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to reappoint Commissioner MaryAnn Warren to the Susquehanna County Conservation District Board of Directors as Commissioner Director – term January 1, 2013 through December 31, 2013.
Second Commissioner Hall. Ayes: Commissioners Hall and Giangrieco. Abstain: Commissioner Warren. Motion carried.

Motion by Commissioner Warren to authorize the Commissioners to sign the Lexis Nexis renewal for a period of three years for the following amounts, per the recommendation of Warden Conigliaro:

| | |
|-------------------------|------------------|
| 03/01/2013 – 02/28/2014 | \$498.50 monthly |
| 03/01/2014 – 02/28/2015 | \$513.50 monthly |
| 03/01/2015 – 02/29/2016 | \$528.75 monthly |

Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to authorize the Commissioners to sign the Planned Maintenance Agreement with Reed's Generator Service, Jackson, in the amount of \$1460.00 for inspection and preventative maintenance on the following generators: Jailhouse / Courthouse / Fairgrounds / Lower Office Building / Pig Pen Alley / Friendsville Tower, and emergency repair service at rates between \$63.00 per hour and \$140.00 per hour depending on day and time of occurrence.
Second Commissioner Warren. Ayes: Unanimous. Motion carried.

Motion by Commissioner Warren to acknowledge the termination of Jonathan Cronk, Prothonotary's office, by Susan Eddleston, Prothonotary/Clerk of Courts, effective December 14, 2012.
Second Commissioner Giangrieco. Ayes: Unanimous. Motion carried.

Motion by Commissioner Giangrieco to terminate Sonja Bomersheim, Assistant Director of Elections/Assistant Voter Registrar, effective December 18, 2012, per the recommendation of Laura Watts, Director of Elections/Voter Registrar.
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 9:15am.

ATTEST:

APPROVED:

Chief Clerk

Susquehanna County Commissioners