

**Susquehanna County Commissioners
October 22, 2025
Agenda**

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

Pledge of Allegiance to the Flag

Moment of Silence

Present: Commissioners Hall, Darrow, McNamara

Public Comment on agenda and non-agenda items:

- 1. Motion by Commissioner to close public comment.
Second by Commissioner**
- 2. Motion by Commissioner to approve the minutes of the October 8, 2025 Commissioners' Meeting, with change to item #10 to add effective dates October 1, 2025 through September 30, 2030 and the change to item #11, amending the purchase of the 2026 Chevy Equinox to be paid with Act 13 funds.
Second by Commissioner**
- 3. Motion by Commissioner to recess the Commissioners' Meeting and open the Salary Board Meeting.
Second by Commissioner**

Returned to Commissioners' Meeting at a.m.

- 4. Motion by Commissioner to ratify and approve the following:**
 - Cash Disbursement Journal dated 10/18/2025 for \$264,750.81 for General Expenses**
 - Wire Transfer dated 10/15/2025 for \$1,600.00 for Williams Law, P.C.**
 - Cash Disbursement Journal dated 10/8/2025 for \$75,163.34 for Children & Youth**
 - Cash Disbursement Journal dated 10/9/2025 for \$826,945.14 for General Expenses**
 - Cash Disbursement Journal dated 10/16/2025 for \$241,481.67 for Net Wages**
 - Electronic Payment dated 10/16/2025 for \$209.84 for PA SCDU**
 - EFTPS dated 10/16/2025 for \$79,127.66 for Federal Payroll Taxes**
 - Electronic Payment dated 10/16/2025 for \$24,897.05 for Employee Retirement**
 - Electronic Payment dated 10/16/2025 for \$10,247.53 for State Withholding****Second by Commissioner**
- 5. Motion by Commissioner to approve Proclamation 2025-38, proclaiming November 4-11, 2025 as Operation Green Light for Veterans in**

**Susquehanna County.
Second by Commissioner**

- 6. Motion by Commissioner to approve Proclamation 2025-39, proclaiming October 24, 2025 as World Polio Day in Susquehanna County
Second by Commissioner**
- 7. Motion by Commissioner to ratify and approve entering into a contract Capital Area Communication, Harrisburg, PA for the removal of dishes, waveguide, and microwave radios from the Great Bend and Elk Mountain 911 towers and relocation and installation of equipment at the Lenox tower site, effective October 10, 2025, at a cost of \$68,586.47, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.
Second by Commissioner**
- 8. Motion by Commissioner to enter into a contract with Lighting Solutions, Media, PA, for firmware updates and troubleshooting for the lighting system at the Public Safety Center, effective, October 22, 2025, at a total cost of \$2,250.00, per Jeremy Shiptoski, Assistant Director of Satellite Public Facilities/County HVAC Technician.
Second by Commissioner**
- 9. Motion by Commissioner to approve the addendum to the CAMA software subscription agreement with Vision Government Solutions, Inc., to credit the Susquehanna County Assessment account with any fees for subscriptions collected, up to and not exceeding the Host licensing fee, effective October 20, 2025, per the recommendation of Sarah Seamans, Director of Assessment/Chief Assessor.
Second by Commissioner**
- 10. Motion by Commissioner to ratify and approve the purchase of one (1) 2025 GMC Sierra 3500HD from Sherwood Chevrolet, Tunkhannock, PA, for the Maintenance Department, COSTARS pricing, at a cost of \$61,159.88, paid with Act 13 funding.
Second by Commissioner**
- 11. Motion by Commissioner to approve entering into a contract between Susquehanna County, Susquehanna County Children and Youth Services, and Cornell Abraxas Group, LLC, Pittsburgh, PA, for child welfare and juvenile probation services per the attached fee schedule, effective July 1, 2025 through June 30, 2026, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner**
- 12. Motion by Commissioner to approve entering into a contract between Susquehanna County, Susquehanna County Children and Youth Services, and Adelphoi Village, Inc., Latrobe, PA, for child welfare and juvenile probation services per the attached fee schedule, effective July 1, 2025 through June 30, 2026, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner**

13. Motion by Commissioner _____ to ratify and approve the hiring of Lisa Karp, Nicholson, to the open, full-time, union-eligible position of Fiscal Assistant/Grant Reporting and Submissions, grade 6, \$20.87 per hour, effective October 16, 2025, with a six-month probationary period and benefits according to the Residual Professional Bargaining Agreement and the County Policy Manual, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner _____
14. Motion by Commissioner _____ to acknowledge the transfer of LuAnn Myers from the position of 1st Deputy Record of Deeds to the open, full-time, non-union position of 1st Deputy Register of Wills/Recorder of Deeds/Clerk of Orphans Court, \$24.19 per hour, effective October 30, 2025, per the recommendation of Wendy Zapolski, Register of Wills and Recorder of Deeds.
Second by Commissioner _____
15. Motion by Commissioner _____ to acknowledge, with regret, the resignation of Macy Rudock from the position of First Deputy Register of Wills, Clerk of Orphans Court/Office Administrator, effective October 24, 2025 per Wendy Zapolski, Register of Wills and Recorder of Deeds.
Second by Commissioner _____
16. Motion by Commissioner _____ to accept, with regret, the resignation of Marissa Parker from the position of full-time 911 Telecommunicator, effective October 29, 2025 per Samantha Rozel, Director of 911.
Second by Commissioner _____
17. Motion by Commissioner _____ to list for bid on Municibid for the following vehicles:
• 2023 International CV515, VIN# 1HTKTSWMXPH073106, Mileage: 3936
• 2014 Chevrolet Silverado 3500HD, VIN# 1GB4KZCG8EF161424, Mileage: 19,597
Second by Commissioner _____
18. Motion by Commissioner _____ to list for bid on Municibid the attached list of items.
Second by Commissioner _____

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