

1. Motion by Commissioner to close public comment.
Second by Commissioner
2. Motion by Commissioner to approve the minutes of the
September 10, 2025, Commissioners' Meeting.
Second by Commissioner
3. Motion by Commissioner to ratify or approve the following:
 - Cash Disbursement Journal dated 9/11/2025 for \$321,219.23 for General Expenses
 - Cash Disbursement Journal dated 9/11/2025 for \$5,457.00 for Bernard Capitano d/b/a Trailer Corner
 - Cash Disbursement Journal dated 9/11/2025 for \$10,914.31 for FNB Credit Cards
 - Cash Disbursement Journal dated 9/10/2025 for \$183,330.00 for Wire Transfers
 - Cash Disbursement Journal dated 9/18/2025 for \$233,779.69 for Net Wages
 - Cash Disbursement Journal dated 9/16/2025 for \$73,123.19 for Children & Youth
 - Electronic Payment dated 9/18/2025 for \$209.84 for PA SCU
 - EFTPS dated 9/18/2025 for \$76,363.62 for Federal Payroll Taxes
 - Electronic Payment dated 9/18/2025 for \$25,136.51 for Employee Retirement
 - Electronic Payment dated 9/18/2025 for \$9,755.08 for State Withholding
 - Cash Disbursement Journal dated 9/18/2025 for \$81,613.22 for General ExpensesSecond by Commissioner
4. Motion by Commissioner to approve Proclamation 2025-33, proclaiming
September 24, 2025, as Hunting and Fishing Day in Susquehanna County.
Second by Commissioner
5. Motion by Commissioner to approve Proclamation 2025-34, proclaiming
October as Domestic Violence Awareness Month in Susquehanna County.
Second by Commissioner

6. Motion by Commissioner to approve Proclamation 2025-35, proclaiming October 6-12, 2025 as Mental Illness Awareness Week in Susquehanna County.
Second by Commissioner
7. Motion by Commissioner to approve Proclamation 2025-36, proclaiming October as Sudden Cardiac Arrest Awareness Month in Susquehanna County.
Second by Commissioner
8. Motion by Commissioner to approve the following list of Resolutions, pursuant to the filing of an application for 2025 Pennsylvania Community Development Block Grant Entitlement Fund:
- Resolution 2025-07, Minority Business Enterprise program participation
 - Resolution 2025-08, Fair Housing Resolution
 - Resolution 2025-09, Section 504 Officer/Grievance Procedure
 - Resolution 2025-10, Co-op Agreement with Susquehanna County Housing and Redevelopment Authority for the CDBG funding
 - Resolution 2025-11, Excessive Force Policy
 - Resolution 2025-12, Anti-Displacement Plan
 - Resolution 2025-13, authorizing application by Susquehanna County Housing and Redevelopment Authority
- Second by Commissioner
9. Motion by Commissioner to approve the following seminar and travel requests:
- Micheal Flanagan, 911, APCO Instructor upgrades, Virtual, various dates. Total Cost: \$477.00. Cost to County \$477.00.
 - Sarah Seamans and Patricia Leach, Assessment, AAP Fall Conference, Bethlehem, PA, 11/13/2025-11/14/2025. Total Cost: \$1,683.60. Cost to County \$1,683.60.
 - Samantha Rozel, 911, CCAP Buddies to Bosses, Cranberry, PA, 10/28/2025. Total Cost: \$228.93. Cost to County: \$228.93
- Second by Commissioner
10. Motion by Commissioner to enter into an agreement with Domestic Relations, the Court of Common Pleas, and Robert J. Hollister, as the Title IV-D Hearing Officer, annual salary of \$34,351.06, effective October 1, 2025 through September 30, 2030.
Second by Commissioner
11. Motion by Commissioner to enter into a purchase of service agreement between Susquehanna County Services for Children and Youth and United Charities, Inc., Hazelton, PA, for child welfare services at a per diem cost of \$185.00 per day, 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 ratify and approve the purchase of one CAM Superlight trailer for EMA from Trailer Corner, LLC, at a total cost of \$5,457.00.
Second by Commissioner
13. Motion by Commissioner to enter into a professional services contract

with RBA Professional Data Systems, State College, PA, for the below listed services, effective September 24, 2025, per the recommendation of Rebecca Wescott, Treasurer/Tax Claim Director:

- Real Estate Nightly Update at a cost of \$1,750.00, with an additional cost of \$175.00/per hour if further work is required due to unforeseen circumstances.
- Real Estate Certified Billing Import at a cost of \$1750.00, with an additional cost of \$175.00/per hour if further work is required due to unforeseen circumstances.
- Per Capita Certified Billing Import at a cost of \$3,200.00, with an additional cost of \$175.00/per hour if further work is required due to unforeseen circumstances.

Second by Commissioner

14. Motion by Commissioner to approve change order #6 from Hudak WPC, Inc., for the outside repairs project, with an increase of \$1,995.17 for additional reappointing to the outside rear of the Courthouse.

Second by Commissioner

15. Motion by Commissioner to approve the hiring of the list of candidates below, all with a six-month probationary period and benefits according to the listed Bargaining Agreement and/or the County Policy Manual:

Second by Commissioner

NAME	ADDRESS	POSITION	GRADE	RATE	EFFECTIVE DATE	BENEFIT DETAILS	PER THE RECOMMENDATION OF
Sarah Watson	Meshoppen	Children & Youth Office Administrator	9	\$25.72	9/25/2025	County Policy Manual	Suzanne Swart, Director of CYS
Katelyn Lewis	Susquehanna	911 Telecommunicator	4	\$17.97	10/2/2025	Residual	Samantha Roszel, Director of 911
Meagan Damanti	Peckville	CYS Casework Supervisor	12	\$73,656.00	10/6/2025	County Policy Manual	Suzanne Swart, Director of CYS
Zuzanna Hughes	Montrose	CYS Caseworker I	8	\$23.75	10/2/2025	Children & Youth	Suzanne Swart, Directory of CYS

16. Motion by Commissioner to accept, with regret, the resignation/retirement of Elizabeth Karpov from the position of the Fiscal Office Manager of Children and Youth Services, effective September 30, 2025, per Suzanne Swart, Director of Children and Youth Services.

Second by Commissioner

17. Motion by Commissioner to acknowledge, with regret, the resignation/retirement of Barbara Chidester from the position of Real Estate Clerk, effective October 1, 2025 per Sheriff Lance Benedict.

Second by Commissioner

18. Motion by Commissioner to ratify and approve the termination of Michael Romanik from the position of 911 Telecommunicator, effective September 18, 2025, per the recommendation of Samantha Roszel, Director of 911.

Second by Commissioner

- 19. Motion by Commissioner [REDACTED] to ratify and approve the termination of Kelly Iveson from the position of full-time 911 Telecommunicator, effective September 21, 2025, per Samantha Roszel, Director of 911.**

Second by Commissioner

- 20. Motion by Commissioner** to ratify and approve the transfer of Aiza Allard from the position of Fiscal Assistant/Grant Reporting & Submissions to the open, full-time, union-eligible position of Fiscal Technician for Children and Youth Services, grade 7, \$22.33 per hour, effective September 18, 2025, with a six-month probationary period and benefits according to the Residual Bargaining Agreement and the County Policy Manual, per the recommendation of Suzanne Swart, Director of Children and Youth Services.

Second by Commissioner

- 21. Motion by Commissioner** **to list for public bid on Municibid the following**
vehicle:

- **2017 Ford Explorer Interceptor, VIN# 1FM5K8AR1HGB41038, Mileage 64,311**

Second by Commissioner

- 22. Motion by Commissioner to list for bid for Municibid two (2) 20 foot storage/shipping containers.**

Second by Commissioner

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

Second by Commissioner

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