

CS-20-01
01/06/2020

Chief Clerk Robert Hyde called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Motion by Commissioner Hall to appoint Commissioner Elizabeth M. Arnold as Chairman.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Herschel to appoint Commissioner Alan M. Hall as Vice-Chairman.
Second Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to reappoint Robert Hyde as Chief Clerk.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint Linda LaBarbara as Public Defender.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint Jason Miller as Director of Tax Claim.
Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to schedule the Board of Commissioners' meeting the second and fourth Wednesday of each month at 9:00 AM 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 Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to schedule the Board of Assessment Revision meetings for Assessment Reviews the first Thursday of each month at 9:00 AM 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 Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to schedule the Inspectors of the Jail to meet the first Tuesday of every month beginning at 8:30 AM in the Commissioners Meeting Room in the Courthouse. If the date of the regularly scheduled meeting is a legal holiday, the Board may or may not convene on the following day with proper public notice.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to assign the Chief Clerk and the Deputy 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: Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to name Commissioner appointments to the following Committees as noted.

County Commissioners Board	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
County Election Board	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel

Retirement Board + Chief Clerk + Treasurer	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Salary Board + Treasurer + Elected Official	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Board of Assessment Revision	3	Chair – E. Arnold	V. Chair – A. Hall	J. Herschel
Jail Inspectors + Sheriff + District Attorney+Judge	3	E. Arnold	A. Hall	J. Herschel

Area On Aging	1			J. Herschel
Economic Development	3	E. Arnold	A. Hall	J. Herschel
Conservation District	1	E. Arnold		
Endless Mountains Visitor Bureau/Susq. Cty. Visitor	1	E. Arnold		
Hazmat - L.E.P.C.	3	E. Arnold	A. Hall	J. Herschel
Housing & Redevelopment Authority	1			J. Herschel
Penn State Extension	1	E. Arnold		
Lackawanna/Susquehanna Behavioral Health/Intellectual Disabilities/Early Intervention Program	1			J. Herschel
Northeast Behavioral Health Care Consortium	1	E. Arnold		
Northern Tier Reg. Planning & Development	2+1	E. Arnold	A. Hall	J. Herschel
Recycling & Solid Waste	1+1		A. Hall	J. Herschel
SWAC	1		A. Hall	
Tick Borne Disease Taskforce	1	E. Arnold		
Trehab	1	E. Arnold		

Motion by Commissioner Hall to close the Commissioners' Organizational Meeting.
 Second Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Organizational Meeting adjourned at 9:04 AM.

ATTEST:

 Robert Hyde, Chief Clerk

 Susquehanna County Commissioners

CS-20-02
 01/08/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

- Public Comments & Public comments on the agenda items:
 - Question regarding why tax payers money was used to pay District Attorney O'Malley's legal bills.

Employees Years of Service Recognition: 5 Year Incremental Anniversaries

- | | | |
|------------------|-----------------|----------|
| • Donald Bennett | Sheriff | 25 Years |
| • Reta Wallikas | Adult Probation | 20 Years |
| • Gregory Rosar | Jail | 5 Years |

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the December 18, 2019 Commissioners' Meeting.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the January 6, 2020 Organizational Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 12/18/2019 for \$443,586.65 for General Expenses
- Cash Disbursement Journal dated 12/19/2019 for \$6,084.03 for PLIGIT Expenses
- Cash Disbursement Journal dated 12/24/2019 for \$222,470.48 for Net Wages
- EFTPS payment dated 12/24/2019 for \$73,416.19 for Federal Payroll Taxes
- Electronic payment dated 12/24/2019 for \$9509.85 for State Withholding Taxes
- Electronic payment dated 12/24/2019 for \$20,071.21 for Employee Retirement
- Electronic payment dated 12/24/2019 for \$1236.80 for PA SCU
- Cash Disbursement Journal dated 12/30/2019 for \$22,149.24 for PLIGIT Expenses
- Cash Disbursement Journal dated 12/31/2019 for \$704,66.96 for General Expenses
- Cash Disbursement Journal dated 1/3/2020 for \$221,336.57 for Net Wages
- EFTPS payment dated 1/3/2020 for \$76,518.32 for Federal Payroll Taxes
- Electronic payment dated 1/3/2020 for \$1236.80 for PA SCU
- Electronic payment dated 1/3/2020 for \$20,537.59 for Employee Retirement
- Electronic payment dated 1/3/2020 for \$9,690.85 for State Withholding Taxes
- Cash Disbursement Journal dated 1/3/2020 for \$72,923.02 for Children & Youth
- Cash Disbursement Journal dated 1/6/2020 for \$22,421.41 for PLIGIT Expenses

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to advertise for public bid the following vehicles: 2013 Chevrolet Traverse (VIN #1GNKVGKD1DJ142805) and 2013 Chevrolet Equinox (2GNFLCEK8D6327196), in the newspaper and on municibid.com.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Anthony McManus from the position of Full-Time Corrections Officer, effective January 2, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Hall to ratify and approve the transfer of Matthew Torres from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.51 per hour, effective January 2, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the

County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Hall to sign the Maintenance and Service Agreement between the Pennsylvania District Attorneys' Institute and Susquehanna County for the period of January 1, 2020, through December 31, 2020, for the Savin Software used in the District Attorney's Office and the Susquehanna county Correctional Facility. Susquehanna County is responsible for 0% of the maintenance fee.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried

Motion by Commissioner Herschel to eliminate, with regret, the services of Michael J. Giangrieco as County Solicitor, effective January 8, 2020, health benefits will extend until January 31, 2020.

Second Commissioner Arnold. Ayes: Herschel and Arnold, Hall voted no. Motion Carried

Motion by Commissioner Herschel to approve the hiring of Francis X. O'Connor as County Solicitor, effective January 8, 2020, at a salary of \$37,500 per year, varied hours, with six-month probationary period, benefits according to the Government Mandated Requirements and County Policy Manual.

Second Commissioner Arnold. Ayes: Herschel and Arnold, Hall voted no. Motion Carried

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

- Elizabeth Arnold and Judy Herschel, Commissioners, Excellence in County Government, Harrisburg, 2020, Total Cost \$1700.00, Cost to County \$1700.00.
- Scott Aylesworth and Ralph Schwartz, EMA, Quarterly NEPRCTTF meetings, various locations, 3/18/2020, 6/17/2020, 9/16/2020, 12/16/2020, Total Cost \$0, Cost to County \$0.
- Scott Aylesworth and Ralph Schwartz, EMA, PEMA 2020 IST Sessions, Times and dates TBD, Total Cost \$0, Cost to County \$0.
- Delliecia Roget, SCCF, DOC Basic Training, Harrisburg, PA, 1/20/2020-2/21/2020, Total Cost \$1150.00, Cost to County \$1150.00.
- David Lindquist, 911, Emergency Medical Dispatch Course, Endwell, NY. 1/6/2020-1/8/2020, Total Cost \$425.00, Cost to County \$425.00.
- Ashley Corbin, SCCF, DOC Basic Training, Harrisburg, PA, 1/20/2020-2/21/2020, Total Cost \$1150.00, Cost to County \$1150.00.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Donald MacRae Jr. from the position of County Detective/SRO, effective December 31, 2019, per the recommendation of District Attorney Marion O'Malley.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to join the National Association of Counties (NACO), at a membership cost of \$867.00, effective January 1, 2020 to December 31, 2020.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Bill Kelley Sr. from the Susquehanna County Economic Development Advisory Board, effective December 19, 2019.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to approve the appointment of Robert Heed II, Montrose, to the Susquehanna County Economic Development Advisory Board, effective immediately to fill the open position through the expiration of that term December 31, 2021.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with Optical Storage Solutions, Inc, Lebanon, PA, for software maintenance and support of Landex/Oracle database, annual cost of \$22,780.00, effective January 1, 2020 to December 31, 2020, per the recommendation of Register and Recorder, Michelle Estabrook.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to enter into an Intergovernmental Agreement with Wayne County Correctional Facility for the housing of Susquehanna County Inmates, at a cost of \$65.00 per day, effective January 1, 2020 through December 31, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to appropriate \$40,000 in county matching funds for the agricultural easement purchases for the 2020 program year beginning January 1, 2020.

Second Commissioner Arnold. Ayes: Hall and Arnold, Herschel abstained. Motion Carried.

Public Comment given for items 6-12.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:19 a.m.

Attest:

Robert Hyde, Chief Clerk

Susquehanna County Commissioners

CS-20-02
01/22/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Motion by Commissioner Hall to approve the minutes of the January 8, 2020 Commissioner's Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the minutes of the January 6, 2020 Commissioners' Meeting to reflect Commissioner Arnold closing the meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to change the location of the Assessment Revision Board meetings to the

Commissioners' Meeting Room.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to correct motion 15 on the January 8, 2020 agenda by changing the hourly rate for the full-time Corrections Officer from \$14.51 to \$14.96.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Herschel to correct motion 18 on the January 8, 2020 agenda from hiring to the appointment of Frances X. O'Connor as the County Solicitor.

Second Commissioner Arnold. Ayes: Herschel and Arnold. No: Hall. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 1/8/2020 for \$330,739.99 for General Expenses
- Cash Disbursement Journal dated 1/16/2020 for \$44,909.19 for Children & Youth
- Cash Disbursement Journal dated 1/16/2020 for \$369,447.19 for General Expenses
- Cash Disbursement Journal dated 1/22/2020 for \$225,996.50 for Net Wages
- Cash Disbursement Journal dated 1/20/2020 for \$3,017.16 for PLIGIT Expenses
- EFTPS payment dated 1/22/2020 for \$74,312.63 for Federal Payroll Taxes
- Electronic payment dated 1/22/2020 for \$9,595.78 for State Withholding Taxes
- Electronic payment dated 1/22/2020 for \$19,271.93 for Employee Retirement
- Electronic payment dated 1/22/2020 for \$1,006.03 for PA SCU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Bruce Butler, Brad Ellsworth, and Jeff Oleniacz, 911, Excel Basics and Beyond the Basics, Binghamton, NY, 3/26/2020-3/27/2020, Total Cost \$456.00, Cost to County \$456.00.
- Mark Shelp and Joshua Weller, SCCF, 2020 CLEAN Mandatory TAC Training, Scranton, PA, 6/16/2020, Total Cost \$83.00, Cost to County \$0.
- Chad Weaver, CYS, Child Protection Check, Pittsburg, PA, 1/14/2020-1/15/2020, Total

Cost \$524.55, Cost to County \$104.92.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to sign the amendment of the Tower Lease between Susquehanna County and Sanya Cupic, Erika Cupic, and Natasha Cupic, for a lease in the amount of \$24,000 per year, effective December 31, 2019 through December 31, 2020, per the recommendation of Bruce Butler, Director of Safety/911 Coordinator.

Second Commissioner Arnold. Ayes: Arnold and Hall. Abstained: Herschel. Motion Carried.

Motion by Commissioner Hall to approve MOU with Penn State Extension for services with 4H, Master Gardener, and programming, effective January 1, 2020 through December 31, 2020 in the total amount of \$170,126.15, to be made in quarterly payments.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the sending of postcards to all active voters in Susquehanna County to inform of changes to the upcoming primary election including dates and deadlines.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open, and award, to the highest, responsible bidder for the 2013 Chevrolet Traverse and the 2013 Chevrolet Equinox.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into the Web Program Enrollment Agreement with CCAP Technology Web Services for web hosting, and platform update, the Kentico EMS software, and support, for a one-time payment of \$7,500.00, effective January 1, 2020 through December 31, 2020, per the recommendation of IT Director Stephen Janoski.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of 2 hydraulic dock levelers and 1 shelter for the doors at the Susquehanna County Recycling Center, at a cost of \$12,581.00, per the recommendation of Director of Maintenance Jim Hawley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the replacement of the control panel on the sewer system at SCCF, at a cost of \$16,422.00, per the recommendation of Director of Maintenance Jim Hawley.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept any price negotiated by the tax claim bureau to sell free and clear from the 2020 Repository properties, with the taxing districts' written approval.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid one Smiths Heiman X-Ray unit from SCCF, serial # 7144, in the newspaper and on municibid.com.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of EMD, Fire, and Police Protocols software, implementation, training, and go-live processes from APCO Institute, per the recommendation of Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 911 Recorder and QA System from Evantide NexLog, Interaction Insight Corp., New York, NY, at a cost of \$52,131.55, from 911 funding, per the recommendation of Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Right-Of-Way Agreement with Daniel and Rhonda Wright, Clifford, for the Department of Safety/911 use of property located in Clifford Township, at a cost of \$365.00 per year, per the recommendation Bruce Butler, Director of Public Safety/911.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Edward Bocan, Thompson, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 9, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Brent Bisignani, Springville, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 14, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve, with regret, the resignation of Tricia Franks from the position of part-time Corrections Officer, effective January 20, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Christina Lyons, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 14, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the retirement/resignation of Robert Templeton, Director of Planning, effective April 30, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Richard Schulze from the position of full-time Corrections Sergeant/Shift Commander, effective January 10, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the proposal from Rug Fair Commercial & Industrial Co, Inc, a Division of Endwell Rug Company, Endwell, NY for Contract #PC67778 in the amount of \$34,785.50, at State pricing for Courtroom #1 renovations, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Public Comment:

- MaryAnn Colbert from L-S BHI DEI welcomed new board of commissioners.
- Suggestion to put each recorded board meeting separate on website.
- Question raised on why Commissioner Herschel abstained last meeting.
- Comment on broadband still in the study phase.
- Comment on road concerns and maintenance.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:45 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna

CS-20-03
02/12/2020

Commissioner Arnold called the Meeting to order at 9:04 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:
Jennie Grisafi New Milford District Court 30 Years

Motion by Commissioner Hall to approve the minutes of the January 22, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:05 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:10 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 1/23/2020 for \$191,596.08 for General Expenses
- Cash Disbursement Journal dated 1/28/2020 for \$1,129.88 for Jury Pay
- Cash Disbursement Journal dated 1/29/2020 for \$323,093.67 for General Expenses
- Cash Disbursement Journal dated 2/5/2020 for \$222,348.57 for Net Wages
- Cash Disbursement Journal dated 1/28/2020 for \$24,230.38 for PLIGIT Expenses
- EFTPS payment dated 2/5/2020 for \$74,886.85 for Federal Payroll Taxes
- Electronic payment dated 2/5/2020 for \$9,644.45 for State Withholding Taxes
- Electronic payment dated 2/5/2020 for \$19,651.17 for Employee Retirement
- Electronic payment dated 2/5/2020 for \$1,006.03 for PA SCDU
- Cash Disbursement Journal dated 2/5/2020 for \$101,600.97 for General Expenses
- Cash Disbursement Journal dated 2/5/2020 for \$26,658.27 for PLIGIT Expenses
- Cash Disbursement Journal dated 2/6/2020 for \$101,012.88 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Scott Aylesworth and Ralph Schwartz, EMA, Governors Preparedness Conference, Pocono Manor, PA, 5/18/2020-5/20/2020, Total Cost \$1,270.00. Cost to County \$1,270.00.
- Brent Bisignani, SCCF, DOC Basic Training, Harrisburg, PA, 3/2/2020-4/3/2020, Total Cost \$1,150.00, Cost to County \$1,150.00.
- Chad Weaver, Children and Youth Services, Child Protection Check, Pittsburg, PA, 2/13/2020-2/14/2020, Total Cost \$524.55, Cost to County \$104.92.
- Lisa Vail, Juvenile Probation, Effective Treatments for challenging clients, Scranton, PA, 3/5/2020, Total Cost \$219.99, Cost to County \$219.99.
- Lisa Vail, Juvenile Probation, Oppositional, Defiant, and Disruptive Children, Scranton, PA, 3/17/2020, Total Cost \$219.99, Cost to County \$219.99
- Michelle Graziano, Children and Youth Services, PCYA Quarterly Meeting, State College, PA, 3/19/2020, Total Cost \$449.24, Cost to County \$89.85.
- Alan Hall, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$343.40, Cost to County \$343.40
- Judith Herschel, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$713.40, Cost to County \$713.40.
- Elizabeth M. Arnold, Commissioner, CCAP Spring Conference, Harrisburg, PA, 3/22/2020-3/24/2020, Total Cost \$625.40, Cost to County \$625.40.
- Michele Jerauld, Domestic Relations, Spring Directors Meeting, State College, PA, 5/4/2020-5/6/2020, Total

Cost \$415.00, Cost to County \$415.00.

- Macy Rudock and Melissa Brunges, Voter Registration/Elections Office, Penn State Extension Ag Day, Elk Lake, PA, 3/6/2020, Total Cost \$15.00, Cost to County \$15.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Erik Burgh, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective January 30, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Joseph Igo, from the position of full-time Corrections Officer, effective January 28, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brent Bisignani from the position of part-time Corrections Officer to the open, non-union position of full-time Corrections Sergeant/Shift Commander, \$18.00 per hour, effective January 23, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Matthew Torres from the position of full-time Corrections Officer, effective January 28, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Donald Cronk from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.95 per hour, effective January 28, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Lynn Lyons, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective January 30, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jeremy Shiptoski, Susquehanna, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 3, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Cody Whitman from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.95 per hour, effective January 28, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify the termination of Robert Hyde from the position of Chief Clerk and Open Records Officer, effective January 31, 2020, per the recommendation of the County Commissioners.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Rebekah Hubbard from the position of Deputy Chief Clerk to the open, full-time, non-union position of Chief Clerk, salary of \$55,000 with an increase to \$60,000 upon successful completion of six-month probationary period, minimum 40 hours per week, with

benefits per the County Policy Manual and government mandated requirements, effective January 31, 2020. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to assign Jeanne Conklin, as Human Resources Director/Acting Deputy Chief Clerk, with the authority to use facsimile signatures for any or all three Commissioners by ink stamp in lieu of personally made signatures on County Checks, as well as attestation ability in lieu of the Chief Clerk/Deputy Chief Clerk's signature on any County documents, provided such authority is given and exercised under the direction of each Commissioner, effective on January 31, 2020, per the County Commissioners. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Anthony Bartok, Montrose, to the open, union-eligible position of full-time Juvenile Probation Officer, \$17.50 per hour, effective February 14, 2020, with a six-month probationary period and benefits according to the Probation Bargaining Unit Contract and the County Policy Manual, per the recommendation of President Judge Jason Legg. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Mary Rosengrant from the eliminated position of Telecommunicator and/or Quality Assurance Officer part-time, to the position of Part-time Telecommunicator at a TC2 level, at a rate of \$16.23, effective February 13, 2020, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Melissa Groves, Montrose, to the open, union-eligible position of full-time Second Deputy Prothonotary/Clerk of Courts, \$12.45 per hour, effective February 10, 2020, with a six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and the County Policy Manual, per the recommendation of Jan Krupinski, Prothonotary & Clerk of Courts. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Patrick Moritzkiat, from the position of full-time Corrections Officer, effective February 20, 2020, per Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Edward Bocan from the position of part-time Corrections Officer to the open, union eligible position of full-time Corrections Officer, \$14.96 per hour, effective February 20, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Jeffrey Oleniacz, from the position of full-time 911 Systems/IT Technician/Telecommunicator, effective February 21, 2020, per Bruce Butler, Director of Public Safety / 911 Coordinator. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Amberly Warner, from the position of Establishment Specialist/Court Liaison, effective February 21, 2020, per Michele Jerauld, Director of Domestic Relation. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid for the following vehicles for sale:
2015 Ford Challenger – Mileage 163,791, VIN 1FDFE4FS0FDA11976
2013 Ford Challenger – Mileage 141,474, VIN 1FDFE4FS3DDB30361
2014 Mobility Vent 1 – Mileage 84,482, VIN 57WMS2A60EM102033
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall enter into a Purchase Service Agreement with Kidspace National Centers, Schnecksville, PA, for Child Welfare Services per Attachment F, effective July 1, 2019 through June 30, 2020, per

the recommendation of Michelle Graziano, Director of Children and Youth Services.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase Service Agreement with PA Child Care, LLC and Mid-Atlantic Youth Services Corp., Pittston, PA, for Child Welfare Services for Certificate #204100 and 207860 at a per diem rate of \$362.25 and Certificate # 228490 at a per diem rate of \$348.75, effective July 1, 2019, through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into contract #4400016324 with Tower Services Unlimited for installation services of tower, shelter, and generator at the State Gamelands at Elk Mountain, with PA State Contract Pricing of \$388,314.00, paid with funds from state 911 money, per the recommendation of Bruce Butler, Director of Public Safety/911.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a maintenance agreement with Guyette Communication Industries Corp., Plymouth, PA, for software upgrades, service packs, and factory support, effective January 27, 2020 through January 26, 2021, for a cost of \$1,010.00.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open, and award, following the review of the Solicitor and Engineer, sealed bids for Susquehanna County Recycling Center Pavement Replacement.
Second Commissioner: Herschel. Ayes: Unanimous. Motion Carried.

Pavement Bids as Follows:

Bothar Construction – Item 1. \$223,186.50. Item 2. \$13,250.00
M.R. Dirt, Inc. – Item 1. \$325,000.00. Item 2. \$11,500.00
Waco Inc. Way – Item 1. \$212,128.89. Item 2. \$12,500.00
Bob Miller Construction – Item 1. \$254,540.00. Item 2. \$20,000.00
Stafursky Paving Company – Item 1. \$120,049.38. Item 2. \$9,000.00
Schuylkill Paving Company – Item 1. \$265,000.00. Item 2. \$22,500.00
Glen Hawbaker - Item 1. \$216,442.00. Item 2. \$17,000.00
Broome Bitumous – Item 1. \$168,900.00. Item 2. \$13,750.00
American Asphalt – Item 1. \$191,322.50. Item 2. \$60,000.00
Rowe Excavating – Item 1. \$286,350.00. Item 2. \$5,000.00

Motion by Commissioner Hall to exonerate the Susquehanna County Tax Collectors from collecting the County 2019 delinquent county returns in the amount of \$474,086.93, per the recommendation of Treasurer Jason Miller.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Brooklyn Township, Parcel # 183.00-1,012.01,000, in the name of Brooklyn Township, as Brooklyn Township is a tax-exempt entity.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to adopt Resolution 2020-01, to extend the terms of exemptions, deductions, abatements, and credits under KOEZ or KOIZ between Susquehanna County and Greater Forest City Industries, effective January 1, 2021, through December 31, 2030.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint Roy Williams, Susquehanna Depot, to the Susquehanna County Economic Development Board, to fill the term vacated by Margaret Biegert, effective February 12, 2020 through December 31, 2020, per the recommendation of the Commissioners.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation #2020-01, declaring February as American Heart Month. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the Collective Bargaining Agreement between the County of Susquehanna and Teamsters Local 229 covering its professional employees in the office of Children & Youth Services from January 1, 2020 through December 31, 2024, per the recommendation of the Commissioners Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to add Resolution 2020-02, imposing a County-wide burn ban effective March 14, 2020 through April 12, 2020. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Public Comment:

- Questions asked about the new Children & Youth Agreement. Commissioner Hall explains a few of the changes, including health insurance.
- Questions is asked about road construction for 706 and I81.
- Some questions regarding the new voting machines and process are addressed.

Motion by Commissioner Hall to close the Commissioners' Meeting. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:55 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-04
2/26/2020

Commissioner Arnold called the Meeting to order at 9:02 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on Agenda Items and Non-Agenda items:

Chairman Arnold explains the new format for public comment. Questions are asked and answered regarding the changes. Many people are happy to have the agenda available online before the meeting time.

Comment is made that the pavement project at the recycling center is much needed.

Question regarding motions 7 and 8, answered that the vehicles purchased are for the Sheriff's office.

Question about the Act 13 spending. Commissioner Arnold explains that we are purchasing upgrades now while the money is available.

Question regarding motion 12, the MCM Consulting is used for the 911 systems in the new building.

Question regarding the new building, Commissioner Hall explains that permits and HOP amendments are submitted and in process.

Question regarding Children and Youth contracts. Many contracts are passed throughout the year to meet the

changing needs of the clientele.

A comment is made regarding the new voting systems and the website's availability to learn how to use the machines and about the changes made to the voting laws this year. The voting machines will be available at Ag Day, Women's Empowerment Summit, and the Harford Fair. Suggestion is made to place information around the Courthouse to bring attention to the new voting machines at the Courthouse as well.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the February 12, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the Minutes of the February 12, 2020 Commissioners' Meeting with the following changes:

Motion 19, to the effective date of resignation February 16, 2020.

Motion 20 to the effective date of transfer February 16, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' meeting and open the Salary Board Meeting at 9:18 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Return to Commissioners Meeting at 9:25 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/12/2020 for \$184,410.40 for General Expenses
- Cash Disbursement Journal dated 2/19/2020 for \$192,102.01 for General Expenses

- Cash Disbursement Journal dated 2/19/2020 for \$232,300.36 for Net Wages
- Cash Disbursement Journal dated 2/18/2020 for \$18,686.86 for PLIGIT Expenses
- Cash Disbursement Journal dated 2/24/2020 for \$18,119.45 for General Expenses
- EFTPS payment dated 2/19/2020 for \$76,045.61 for Federal Payroll Taxes
- Electronic payment dated 2/19/2020 for \$9,858.31 for State Withholding Taxes
- Electronic payment dated 2/19/2020 for \$19,769.85 for Employee Retirement
- Electronic payment dated 2/19/2020 for \$1006.03 for PA SCU
- Cash Disbursement Journal dated 2/18/2020 for \$73,031.73 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Emily McHale, Assessment, CPE Training, 3/9/2020-3/13/2020, 3/16/2020-3/20/2020, 3/23/2020-3/27/2020, 3/30/2020-4/3/2020, Harrisburg, PA, Total Cost \$5,498.00. Cost to County \$5,498.00.
- Stephen Janoski, IT, CCAP Cybersafe/Quarterly Meeting, 3/9/2020-3/10/2020, Harrisburg, PA, Total Cost \$201.00, Cost to County \$201.00
- Ralph Schwartz, EMA, Homeland Security Exercise and Evaluation, 4/21/2020-4/22/2020, Harrisburg, PA, Total Cost \$228.20, Cost to County \$228.20.
- Ralph Schwartz, EMA, Emergency Planning, 5/13/2020-5/14/2020, Harrisburg, PA, Total Cost \$228.20, Cost to County \$228.20.

- Samantha Wickizer, Assessment, USPAP, 3/20/2020, Hazleton, PA, Total Cost \$172.00, Cost to County \$172.00.
- Jeanne Conklin, Human Resources, Organizational Skills, 4/22/2020, Binghamton, NY, Total Cost \$211.00, Cost to County \$211.00.
- Tara Wilbur, Veteran's Affairs, 2020 PSACDVA Conference, 6/22/2020-6/26/2020, Washington, PA, Total Cost \$970.25, Cost to County \$970.25.
- Richard J. Ely, Veteran's Affairs, 2020 PSACDVA Conference, 6/22/2020-6/26/2020, Washington, PA, Total Cost \$858.00, Cost to County \$858.00.
- Macy Rudock, Voter Registration, Endless Mts. Empowerment Summit, 3/28/2020, Elk Lake, PA, Total Cost \$25.00, Cost to County \$25.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 2020 Utility Police Interceptor from New Holland Auto, with Costars pricing of \$42,065.68, to be paid with funds from Act 13.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of a 2020 Police Responder Ford F-150 from New Holland Auto, with Costars pricing of \$46,501.00, to be paid with funds from Act 13.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a change order in the amount of \$7,157.00 for Automated Lifestyles, for displays and monitors in the Courtroom, paid with Act 13, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Families United Network, Muncy, PA, for child welfare services Schedule F, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase Service Agreement with United Charities, Inc. and United Children's Homes, Inc., West Hazleton, PA, for child welfare services at a per diem rate of \$155.00, for certificate # 227350, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting Group, Inc., State College, PA, for technology assessment and design and professional services for the Department of Public Safety, for a maximum cost of \$177,660.50 for one year, paid partially from PEMA 911 Funding, effective February 26, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administration.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a service agreement with ElectionIQ, LLC, Stow, Ohio, for maintenance, testing, and support of election equipment, total annual cost of \$35,500 for this election year, per the recommendation of Macy Rudock, Director of Elections/Voter Registration.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint the following to the Local Emergency Planning Committee for the years 2020-2021:

Judy Herschel	Commissioner
Ralph Schwartz	Emergency Management Director
Sara Adornato	Barnes-Kasson Hospital
Gordon Bennett	Chesapeake

Motion by Commissioner Hall to award, following review of the engineer and the solicitor, the recycling pavement project bid to Broome Bituminous, Vestal, for \$182,650.00, paid with 902 Grant Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Nicole Bocan from the position of part-time Corrections Officer, effective February 12, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the transfer of Aiyana Brown from the position of Corrections Sergeant/Shift Commander to the temporary position of Corrections Sergeant/Shift Commander, effective February 26, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Faith Kwiatkowski, Montrose, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 12, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jonathan Zielewicz, Brackney, to the open, union-eligible position of part-time Corrections Officer, \$14.96 per hour, varied hours, effective February 25, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Bruce Butler from the position of Director of Public Safety/911 Coordinator to the full-time, non-union position of Director of Public Safety and Compliance Administrator, effective February 24, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brad Ellsworth from the position of Deputy Director of Public Safety/911 Operations and Systems Manager to the full-time, non-union position of Director of Public Safety Operations/911 Coordinator, \$55,000 per year, effective February 24, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Nancy Tator, from the position of Deputy Director of Public Safety/911 Training and Quality Assurance Supervisor, effective May 1, 2020, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Nancy Tator, 911, to the temporary position of Deputy Director of Public Safety/Training and Quality Assurance, effective February 26, 2020 through May 1, 2020, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Jacqueline Andzulis, Montrose, to the open, full-time, union eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 5, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Michael Keogh from the full-time position of Senior IT Technician to the open, full-time, non-union position of IT System Administrator, \$19.23 per hour, 40 hours per

week, effective February 27, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Stephen Janoski, Director of Information Technology.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid the following vehicle:

2014 Ford Taurus – Mileage 104,557, VIN 1FAHP2MK6EG120105

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-02, proclaiming March 2020 as “Colon Cancer Awareness Month” in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-03, proclaiming March as Census Participation Month.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2014 Mobility Vent 1, VIN 57WMS2A60EM102033.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2013 Ford Challenger, VIN 1FD4E4FS3DDB30361.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids for the 2015 Ford Challenger, VIN 1FD4E4FS0FDA11976.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall comments before the closing of the meeting:

Thank you to the Union for working with the County on negotiations, salaries, etc.

Census is very important. The Proclamation passed today is to inform the County residents that everyone must fill out the census so that we can receive much needed funding for roads and services locally. The Census is also aggressively hiring workers in our county at this time.

Motion by Commissioner Hall to close the Commissioners’ Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners’ Meeting adjourned at 9:40 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Commissioner Arnold called the Meeting to order at 9.00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Question regarding the MOU with Penn State Extension – cost is to the County and is largely covered by state funds through Children & Youth.

Question regarding Motion 9, and the LEPC Funds. Answered by Treasurer Miller that the funds are set aside for emergency purposes.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Bob Templeton	Planning	30 years
Lori Shelp	Courts	20 years
Kelly Bartkus	SCCF	15 years
Chad Weaver	Children & Youth	10 years
Kimberly Harshaw	Children & Youth	10 years
Marysa Edwards-Ball	Children & Youth	10 years

Motion by Commissioner Hall to approve the minutes of the February 26, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the minutes of the February 26, 2020 Commissioners' Meeting, motion 18, to the effective date of February 20, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 2/25/2020 for \$500,258.60 for General Expenses
- Cash Disbursement Journal dated 3/3/2020 for \$164,543.46 for General Expenses
- Cash Disbursement Journal dated 3/4/2020 for \$228,647.40 for Net Wages
- Cash Disbursement Journal dated 3/3/2020 for \$19,116.98 for PLIGIT Expenses
- EFTPS payment dated 3/4/2020 for \$77,606.67 for Federal Payroll Taxes
- Electronic payment dated 3/4/2020 for \$9,935.65 for State Withholding Taxes
- Electronic payment dated 3/4/2020 for \$20,122.18 for Employee Retirement
- Electronic payment dated 3/4/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Britney Darrow, Assessment, USPAP, Bloomsburg, PA, 3/20/2020, Total Cost \$172.00, Cost to the County \$172.00.
- Samantha Wickizer, Assessment, AAP Annual Conference, Hershey, PA, 5/6/2020-5/8/2020, Total Cost \$868.35, Cost to County \$868.35.

- Britney Darrow, Assessment, AAP Annual Conference, Hershey, PA, 5/6/2020-5/8/2020, Total Cost \$868.35, Cost to County \$868.35.
- Samantha Wickizer, Assessment, Assessment Administration, Lehighton, PA, 4/17/2020, Total Cost \$30.00, Cost to County \$30.00.
- Jason Miller, Treasurer, County Treasurer's Association Spring Seminar, State College, PA, 4/15/2020, Total Cost \$0, Cost to County \$0.
- LeighAnna Overfield, Treasurer/Tax Claim, Treasurer's Association Spring Seminar, State College, PA, 4/15/2020, Total Cost \$93.45, Cost to County \$93.45.
- Rebecca Westcott, Treasurer/Tax Claim, Tax Claim Bureau Association Spring Seminar, State College, PA, 4/3/2020, Total Cost \$289.00, Cost to County \$289.00.
- Jason Miller, Treasurer/Tax Claim, Tax Claim Bureau Association Spring Seminar, State College, PA, 4/3/2020, Total Cost \$0, Cost to County \$0.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid the following vehicle for sale:

2015 Dodge Caravan – Mileage 130,783 – VIN 2C4RDGBG1FR570179

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into the MOU with Penn State Extension for the Food, Family, and Health Educator position, annual cost for 2020 \$79,150.00, for 2021 \$81,130.00, for 2022 \$83,547.00 effective March 11, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Thompson Borough, parcel 115.00-1,023.00,001, in the name of Adam Stout, Assessment sent notification to the Tax Claim that the trailer has been removed.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open a money market account with First National Bank for the Local Emergency Planning Committee Funds, at the current rate of 1.60%.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Children's Service Center of Wyoming Valley, Wilkes Barre, PA, for Certificate # 210430, at a per diem rate of \$51.58, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a Purchase of Service Agreement with Cornell Abraxas Group, Inc., Pittsburgh, PA, for Certificate #303970, Unit CC, at a per diem rate of \$301.56, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for Hazmat Risk Assessment, total cost \$12,950.00, paid for with HMEP Grant Funding, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for Commodity Management Planning as required by FEMA/PEMA, total cost \$9,900.00, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with MCM Consulting, State College, PA, for

the NG911 Project, total cost \$15,048.00 paid with grant funding, effective March 11, 2020, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Carrie Guzy from the position of DPS Operations Manager to the open, full-time, non-union position of Deputy Chief Clerk, \$35,000 per year, with a six-month probationary period and benefits according to the County Policy Manual, effective March 2, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Carrie Henry, Susquehanna, to the open, union-eligible position of Temporary Assistant of Elections/Voter Registrar, \$11.48 per hour, effective March 3, 2020, per the recommendation of Macy Rudock, Director of Elections/Voter Registrar.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of William Zalewski from the position of part-time vehicle detailer to the open, union-eligible position of part-time Vehicle/Equipment Preservation and Minor Body Work, \$13.00 per hour, no more than 1000 hours per year, no benefits, effective March 4, 2020, with a six-month probationary period, per the recommendation of Jim Hawley, Director of Public Facilities.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Taylor Bennett, Starrucca, to the open, full-time, union-eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 5, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Ryan Tator, Houston, Texas, to the open, full-time, non-union telecommuting position of Public Safety/GIS/and Systems Database Analyst, \$48,000 per year, paid with grant funding, 40 hours per week, effective March 10, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Bruce Butler, Director of Public Safety and Compliance Administrator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Ian Ticonchuk, Montrose, to the open, full-time, union-eligible position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective March 9, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Samantha Roszel from the full-time, union-eligible position of Telecommunicator 1, to the open, full-time, non-union position of Deputy Director of Training and Quality Assurance, \$45,000 per year, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, effective March 26, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Brandy Caswell from the full-time, union-eligible position of Telecommunicator 1 to the open, full-time, union-eligible position of 911 Operations Officer/Telecommunicator, \$18.00 per hour, 40 hours per week, effective March 11, 2020, with a six-month

probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids on the 2014 Ford Taurus Interceptor VIN # 1FAHP2MK6EG120105.

Second Commissioner Herschel. Ayes: Unanimous.

Winning Bid: \$6,100.00 to Alan Sementelli, Lock Haven, PA.

Motion by Commissioner Hall to close the Commissioners' Meeting and open the Salary Board Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:14 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-05
3/25/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Bruce Butler, Director of Public Safety and Compliance Administrator, Public Information Officer, informs people how the County is dealing with Covid-19, communicating with area agencies and hospitals, posting the latest information on susqco.com about food drives, blood drives, school closings, etc. Mr. Butler also recommends self-quarantine for anyone traveling into the area from out of state or country.

Public asks Where the people that need to quarantine are coming from? New York and New Jersey Residents are travelling to our area to protect themselves from the virus.

Public asks why there are no test kits in Susquehanna County? Mr. Butler responds that the conversations we have had with local hospitals is that there are tests available.

Question regarding agenda # 5 -the number of acres included in the ag easement is 167.47 acres.

Question regarding agenda # 8 – the County is paying for this service so its employees can have phone call doctor appointments.

Question regarding #9 – Is this new? Yes, it is something the County has not done before, the money will go to True Friends to support the 400+ animals a year taken care of in the facility.

The Commissioners again remind everyone to do the Census. Only 20% have responded so far.

Motion by Commissioner Hall to close public comment.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the March 11, 2020 Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 3/12/2020 for \$189,974.96 for General Expenses
- Cash Disbursement Journal dated 3/16/2020 for \$108,351.58 for Children and Youth
 - Cash Disbursement Journal dated 3/16/2020 for \$16,588.09 for PLIGIT Expenses
 - Cash Disbursement Journal dated 3/17/2020 for \$14,039.20 for Jury Pay
- Cash Disbursement Journal dated 3/19/2020 for \$122,271.25 for General Expenses
 - Cash Disbursement Journal dated 3/13/2020 for \$230,412.26 for Net Wages
 - EFTPS payment dated 3/13/2020 for \$76,516.49 for Federal Payroll Taxes
- Electronic payment dated 3/18/2020 for \$9,823.00 for State Withholding Taxes
- Electronic payment dated 3/18/2020 for \$20,049.82 for Employee Retirement
 - Electronic payment dated 3/18/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

No action to be taken on Agenda Item #4.

Motion by Commissioner Hall to approve entering into an agreement for the sale and purchase of an agricultural easement between James W. Robertson, The Commonwealth of Pennsylvania, the Agricultural Land Board and Susquehanna County Conservation Board for an agricultural easement on property in Lenox Township for \$128,501.00, effective March 25, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a purchase of service agreement with Western Pa Child Care, LLC., Emlenton, PA, for Schedule F services for Children and Youth, effective July 1, 2019 through June 30, 2020, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Comprehensive Health Services Agreement with Correctional Care, Inc., Moosic, PA, for health services at the Susquehanna County Correctional Facility, at an annual cost of \$108,000 plus Cost of Services, effective April 1, 2020 through March 31, 2025, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Telemedicine, Inc., Exton, PA, for access to medical evaluation and treatment through SwiftMD telemedicine services, effective April 1, 2020, at a cost of \$4.00 per enrolled employee per month, paid by the County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to support Section 1935 of the PA County Code, for appropriations to societies for the prevention of cruelty to animals. The County will provide funding to True Friends Animal Welfare Center in compliance with Section 1935 in the amount of \$50,000.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-04, proclaiming April, 2020, as Pennsylvania 811 Safe Digging Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-05, Proclaiming April, 2020, as Child Abuse Prevention Month in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award bids on the 2015 Dodge Caravan, VIN 2C4RDGBG1FR570179.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint the following to the Susquehanna County Tick Borne Diseases Task Force, effective March 25, 2020 through March 30, 2021.

Commissioner Elizabeth Arnold	County Government
Dr. Daniel Cameron	Lyme Disease Specialist
Dr. Clarence Mast, Jr. M.D.	Lyme Disease Specialist
David Teachout	Public Relations
Jane Osborne	Health Practitioner
Concetta Schirra	Salt Spring State Park
Phyllis Konstas	Public Advocate
Bruce Butler	EMA/911
Peter Baumann	President, Southern Tier Lyme Support Group
Marianne Rounds	Public Advocate
Nancy Jackson	Public Advocate
Nancy Burkett	Public Advocate

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Pamela Ross, Montrose, to the open, union-eligible position of part-time Kitchen Steward, \$14.96 per hour, varied hours, effective March 12, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Jody Hall from the position of full-time Corrections Officer/Cook, effective March 16, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Pamela Ross from the position of part-time Kitchen Steward to the open, union-eligible position of full-time Corrections Officer/Cook, \$14.96 per hour, effective March 23, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the termination of Joann Bentler-Alfano from the full-time,

union-eligible position of 2nd Deputy Recorder of Deeds/Register of Wills, effective March 16, 2020, per Michelle Estabrook, Register of Wills and Recorder of Deeds.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of James Kane from the position of Deputy Planning Director/GIS Supervisor to the open, full-time, non-union position of Director of Planning/GIS, \$48,000 per year, effective March 12, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Kiana Lavery from the position of GIS Technician to the open, non-union position of Deputy Director of Planning/GIS, \$35,000 per year, effective March 26, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of James Kane, Director of Planning/GIS.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Carol Ainey from the position of GIS Technician/Administrative Assistant, to the open, full-time, union-eligible position of Administrative Assistant for Planning/GIS/Public Safety, \$13.46 per hour, effective March 26, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of James Kane, Director of Planning/GIS.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:34 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-06
4/8/2020

Commissioner Arnold called the Meeting to order at 9:01 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Bruce Butler, Emergency Management and Compliance Administrator, gives an update on the Covid-19 outbreak as it relates to Susquehanna County. To date, there are 11 cases and no deaths in our county. Mr. Butler reiterates that the State Department of Health does not release any specific information regarding the cases in the County. The County, as well as 15 municipalities, remain under an Emergency Declaration. All

County offices are open, and limiting public in all offices. He also adds that the entire staff here in the County Offices are working to keep things clean, practice social distancing, and keep everyone healthy. Also mentioned is the County Commissioners' Food Drive, for April 10th, with 18 drop off locations and a later distribution to multiple mobile pantry sites.

A question is asked by a viewer relating to the road conditions. At this time, PennDOT is working on only emergencies and small crews, and controlling the Pandemic is the top priority.

Tiffany Benedict, Director of the Women's Resource Center, thanks the Commissioners for naming April as Sexual Assault Awareness Month. She explains the current operations for the Women's Resource Center, as well as a hotline and other services available to victims.

A question is asked regarding the PPE available to county employees, especially those that still have to be out in public. The County is providing masks, gloves, as well as suits and face shields or goggles to any employee that needs it. The guidelines are strictly followed and we are protecting all the employees. The jail is following CDC and DOC guidelines.

Colleen Schake mentions resources and information about the Lyme Disease Coalition.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

William Darrow, Sr.	Recycling Center	5 Years
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Motion by Commissioner Hall to approve the minutes of the March 25, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 3/25/2020 for \$115,750.00 for General Expenses
- Cash Disbursement Journal dated 4/2/2020 for \$76,707.46 for Children and Youth
- Cash Disbursement Journal dated 3/31/2020 for \$21,026.16 for PLIGIT Expenses
- Cash Disbursement Journal dated 4/2/2020 for \$551,869.44 for General Expenses
- Cash Disbursement Journal dated 3/27/2020 for \$228,717.77 for Net Wages
- EFTPS payment dated 4/1/2020 for \$77,795.89 for Federal Payroll Taxes
- Electronic payment dated 4/1/2020 for \$9,938.60 for State Withholding Taxes
- Electronic payment dated 4/1/2020 for \$20,114.83 for Employee Retirement
- Electronic payment dated 4/1/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Request: Forest City Borough, parcel 268.07-3,005.00,013, in the name of Andrew S. Adames. Tax Claim received notification from Attorney Brigid E. Carey that the mobile home was deemed abandoned by the Magisterial District Judge Brainard on 9/11/2019.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend Resolution 2020-02, County Wide Burn Ban, to end at 12:01 a.m. on Monday, April 13, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-06, proclaiming April 12-18 as National Public

Safety Telecommunicators Week.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-07, Proclaiming April, 2020, as Sexual Assault Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bids on Municibid the following vehicle for sale:

2013 Chevrolet Express Cargo Van AWD – Mileage 91,350 - VIN 1GCSHAF48D1157888

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Before closing the meeting, Commissioner Herschel reminds Susquehanna County Residents to fill out the census. Only 29% of Susquehanna County residents have completed it thus far. Also mentioned is the food drive, and asked that people also consider donating dry dog and cat food in small bags.

There is a list of resources available on the County website and by calling 211.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:29 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-07

4/22/2020

Commissioner Arnold called the Meeting to order at 9:01a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Bruce Butler calls into the meeting via EMA to give an update on the Covid-19 statistics in Susquehanna County. Week 8 of the epidemic, 71 cases and 4 deaths in the county. The Emergency Management Team has been helping with PPE and staying in constant contact with the State Department of Health.

Question regarding the county website having the specific case numbers listed, Mr. Butler answers that it is very easy to find on the state website.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the April 8, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 4/7/2020 for \$17,000.00 for General Expenses
- Cash Disbursement Journal dated 4/9/2020 for \$1,010,652.18 for General Expenses
- Cash Disbursement Journal dated 4/13/2020 for \$16,139.00 for PLIGIT Expenses
- Cash Disbursement Journal dated 4/16/2020 for \$103,672.17 for Children and Youth
- Cash Disbursement Journal dated 4/16/2020 for \$373,896.60 for General Expenses
- Cash Disbursement Journal dated 4/15/2020 for \$10,872.94 for PLIGIT Expenses
- Cash Disbursement Journal dated 4/15/2020 for \$229,232.83 for Net Wages
- EFTPS payment dated 4/15/2020 for \$75,241.95 for Federal Payroll Taxes
- Electronic payment dated 4/15/2020 for \$9,742.21 for State Withholding Taxes
- Electronic payment dated 4/15/2020 for \$19,857.31 for Employee Retirement
- Electronic payment dated 4/15/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with Avanco, Inc., Clifton, Virginia, for Child Accounting and Profile System Application Service, effective July 1, 2020 through June 30, 2021, for an annual fee of \$25,950.08, per the recommendation of Michelle Graziano, director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with Concern Professional Services for Children, Youth, and families, Fleetwood, PA, for Certificate # 173360, effective July 1, 2019 through June 30, 2020, for child welfare services at a per diem rate of \$220.20, SAAY Counseling \$90.00/hour, and SAAY Group \$42.00/session, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Nancy Tator, from the position of Deputy Director Training and QA for the Department of Public Safety, effective April 22, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the transfer of Robert Templeton to the open, part-time, temporary, non-union position of Director of Planning, \$28.00 per hour, no more than 1000 hours per year, effective May 1, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-08, proclaiming April 19-25 as National Crime Victims' Rights Week.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-09, proclaiming May, 2020 as Lyme Disease Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-10, proclaiming May, 2020 as Older Americans Awareness Month.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-11, proclaiming May, 2020 as VHL Awareness Month.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-12, proclaiming May, 2020 as Mental Health Awareness Month.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-13, proclaiming May 6th-12th, 2020 as Nurses' Week, Barnes Kasson Hospital.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-14, proclaiming May 6th-12th, 2020 as Nurses' Week Endless Mountains Health Systems.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to award the bid for the 2013 Chevrolet Express Cargo Van AWD VIN1GCSHAF48D1157888. Winning by Arnold Roaker in the amount of \$12,000.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Herschel reminds everyone how important it is to fill out the census so that our hospitals and our roads receive more funding.

Commissioner Hall discusses mail-in ballots, states that we currently do not know what will happen with the Primary Election and that a mail in ballot is a good way to vote without exposure to the virus.

Commissioner Arnold says that the Food Drive was a huge success, and that we were able to provide food for more than 600 families in the County. All the information on the distribution sites can be found on our website. Thank you!

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:17 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-08
5/13/2020

Commissioner Arnold called the Meeting to order at 8:59 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Question was asked about what going into the Yellow means, and if the Commissioners have answers about when that will happen.

Another question is asked regarding the governor and the contact made with the Commissioners.

A commenter thanked the Commissioners for the press conference held on Monday.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Joann Wisner	SCCF	25 Years
Nancy Petula	SCCF	5 Years
Suzanne Swart	CYS	5 Years
Mary Rosengrant	911	20 Years

Motion by Commissioner Hall to approve the minutes of the April 22, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 4/22/2020 for \$263,076.39 for General Expenses
- Cash Disbursement Journal dated 4/30/2020 for \$411,744.11 for General Expenses
- Cash Disbursement Journal dated 5/7/2020 for \$22,370.57 for PLIGIT Expenses
- Cash Disbursement Journal dated 5/4/2020 for \$76,844.23 for Children and Youth
- Cash Disbursement Journal dated 5/6/2020 for \$86,592.04 for General Expenses
- Cash Disbursement Journal dated 4/24/2020 for \$246,434.47 for Net Wages
- EFTPS payment dated 4/24/2020 for \$82,062.36 for Federal Payroll Taxes
- Electronic payment dated 4/24/2020 for \$10,451.44 for State Withholding Taxes
- Electronic payment dated 4/24/2020 for \$20,222.32 for Employee Retirement
- Electronic payment dated 4/24/2020 for \$1,006.03 for PA SCDU
- Cash Disbursement Journal dated 5/13/2020 for \$229,224.70 for Net Wages
- Electronic Payment dated 5/13/2020 for \$78,701.55 for Federal Payroll Taxes
- Electronic Payment dated 5/13/2020 for \$1,006.03 PA SCDU
- Electronic Payment dated 5/13/2020 for \$19,823.83 for Employee Retirement
- Electronic Payment dated 5/13/2020 for \$9,971.42 for State Withholding Taxes

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with PA Child Corp., York, PA, for Certificate # 329520, effective July 1, 2020 through June 30, 2021, per diem rates of \$82.17 for Unit AA, \$97.28 for Unit BB, and \$145.19 for Unit CC, per the recommendation of Michelle Graziano, Director of Children and Youth Services. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with Concern Professional Services for Children, Youth, and families, Fleetwood, PA, for Certificate # 173360, effective July

1, 2019 through June 30, 2020, for child welfare services at a per diem rate of \$220.20, SAAY Counseling \$90.00/hour, and SAAY Group \$42.00/session, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Tyler Technologies, Yarmouth, Maine, for software products, support, licensing and maintenance, effective May 22, 2020 for a period of 5 years ending on June 1, 2025, with a one – time cost of \$203,106.00 with yearly recurring fees of \$83,303.00, paid through Act 13 Funding per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of David Lindquist from the position of full-time Telecommunicator, effective April 7, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the hiring of Breanna Bushong, Susquehanna, to the open, union-eligible position of Establishment Specialist/Court Liaison, \$11.48 per hour, 40 hours per week, effective May 7, 2020, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit Contract and the County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Cody Whitman from the position of full-time Corrections Officer, effective May 11, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation/retirement of Lori Shelp from the position of Court Recorder/Transcriptionist, effective May 15, 2020, per President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Lynn Lyons from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.96 per hour, effective May 11, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Greenman-Pedersen, Inc., Scranton, PA, for Engineering and Cost estimating services for County Bridge #39 for a fee not to exceed \$2,000.00, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a lease agreement with Williams Scotsman, Inc., Baltimore, MD, for the lease of two 20x8 box office units for a 12 month period, effective upon delivery, estimated May 18th, 2020, at a cost of \$11,050.00 Each as a Covid-19 expense, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-04, Amended Citizen Participation Plan and Complaint Procedure for the Susquehanna County CDBG Program.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open and award, following review by the Engineer and the Solicitor, bids for construction on County Bridge #19.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Bids Received:

Crinlon Corp – Somerset, PA - \$693,070.25

T. Brennan – Carbondale, PA - \$599,414.00

Minicha Corp. – Dupont, PA - \$487,000

Motion by Commissioner Hall to close the Commissioners’ Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall asks people to please fill out the Census. The funding received will help fix the roads and hospitals in the county.

Commissioner Arnold declared the Commissioners’ Meeting adjourned at 9:28 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-09
5/27/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners’ Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Questions were asked about the state of the county under the “yellow phase”. There are small businesses able to reopen, and they are putting up signs and operating under guidelines from the Department of Health.

Question was asked of when the County will enter the “green phase” – the Commissioners answered that they do not have that information until it is provided by the Governor.

Question was asked regarding the number of nursing homes in the County – 4, including personal care homes, and all Covid-19 related deaths have been in one of the 4.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the May 13, 2020 Commissioners’ Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 5/14/2020 for \$167,814.28 for General Expenses
- Cash Disbursement Journal dated 5/21/2020 for \$306,597.68 for General Expenses
- Cash Disbursement Journal dated 5/15/2020 for \$86,065.38 for Children and Youth
- Cash Disbursement Journal dated 5/27/2020 for \$248,775.64 for Net Wages
- Electronic Payment dated 5/27/2020 for \$84,477.71 for Federal Payroll Taxes
- Electronic payment dated 5/27/2020 for \$10,572.01 for State Withholding Taxes
- Electronic payment dated 5/27/2020 for \$19,983.11 for Employee Retirement
- Electronic payment dated 5/27/2020 for \$1,006.03 for PA SCU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with Children's Service Center of Wyoming Valley, Wilkes-Barre, PA, for the following certificates: #240430FC - \$50.95, #210430MC - \$76.96, #227360GH - \$320.00, #227360HG - \$150.00, #211490BH - \$320.00, #211490HB - \$150.00, effective July 1, 2020 through June 30, 2021, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Avanco, Inc., Clifton, VA, for CAPS and CWIS software upgrades and maintenance, effective July 1, 2020 through June 30, 2021, at a cost of \$1,888.18, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Contract with Institute for Human Resources and Services, Inc., Kingston, PA, for Certificate #223190, at a cost of \$44.67 per day for unit AA, \$44.67 per day for unit BB, and \$44.68 per day for unit CC, effective July 1, 2020 through June 30, 2021, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement to participate in the Medical Assistance Transportation Program (MATP) effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-16, Proclaiming June 1-5, 2020, as Child Welfare Professionals Week in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to appoint the following to the Agricultural Preservation Board effective May 27, 2020 through the term specified:

Guy Parrish - Bridgewater Twp. - Farmer Member - through May 27, 2023

Jenny Clifford – Bridgewater Twp. – Farmer Member – through May 27, 2023

John Tewksbury – Auburn Twp. – Farmer Member – through May 27, 2023

Len Wheatley – Lenox – Township Supervisor Member – through May 27, 2022

Zeb Raub – Liberty Twp. – Contractor Member – through May 27, 2021

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Note: The bid for the construction on County Bridge #19 was awarded to Minichi, Inc., Dupont, PA.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:08 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-10
6/10/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employees Years of Service Recognition: 5 Year Incremental Anniversaries

- Patricia Leach Assessment 5 years

Public Comment on agenda and non-agenda items:

A question was asked as to when the Commissioners Meetings will be open to the public again. When the County goes into the green phase, we will allow people to come to the meetings again.

Question was asked about the recycling center and the number of people working there on June 9. All of the people working are paid employees of the County.

Question regarding Motion # 17 – who and why do they file a grievance? This resolution is for the Susquehanna County Housing Authority and the grievance procedures apply to anyone who feels that they have been discriminated against when working with the SCHA.

A question was asked about the current rise of Covid-19 cases in the County and if the Commissioners can comment on how we are dealing with it. The Commissioners have distributed flyers to small businesses on masks, hand washing, etc., and are encouraging people to use common sense and good hygiene. The Commissioners also have written a letter to the Governor and our Legislators asking that we move to green phase.

A question was asked regarding area churches and if they are open. The Commissioners are unable to confirm which churches are operating at this time.

A question is asked how the money that the Housing Authority is applying for will be used. The Covid-19 CDBG funds will go towards a small-business program.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the May 27, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 5/28/2020 for \$4336.30 for Election Training Payroll
- Cash Disbursement Journal dated 5/28/2020 for \$514,370.29 for General Expenses

- Cash Disbursement Journal dated 6/1/2020 for \$97,007.76 for Children and Youth
- Cash Disbursement Journal dated 6/3/2020 for \$61,294.85 for PLIGIT
- Cash Disbursement Journal dated 6/4/2020 for \$206,600.29 for General Expenses
- Cash Disbursement Journal dated 6/5/2020 for \$184,080.00 for General Expenses
- Cash Disbursement Journal dated 6/10/2020 for \$224,647.63 for Net Wages
- Electronic Payment dated 6/10/2020 for \$76,802.68 for Federal Payroll Taxes
- Electronic Payment dated 6/10/2020 for \$9,761.20 for State Withholding Taxes
- Electronic Payment dated 6/10/2020 for \$20,448.43 for Employee Retirement
- Electronic Payment dated 6/10/2020 for \$1,006.03 for PA SCDU

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Erik Burgh from the position of part-time Corrections Officer, effective June 5, 2020, per Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Ryan Kirgin, Windsor, NY, to the open, part-time, union eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective June 4, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Union and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Kym Ord from the position of District Justice Office Manager, effective June 17, 2020, per Magisterial District Judge Jeffrey Hollister.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the transfer of Nicole Calby from the position of District Justice Assistant Office Manager to the open, full-time, union-eligible position of District Justice Office Manager, \$11.48 per hour, 32.5 hours per week, effective June 18, 2020, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit Contract and the County Policy Manual, per the recommendation of Magisterial District Judge Jeffrey Hollister. Second By Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge and approve the hiring of Sierra Grant, Rush Township, for the temporary, part-time, non-union, clerical position for doe permits, \$8.75 per hour, effective July 13, 2020 until 2020 doe permits are finished per the recommendation of Jason Miller, Treasurer.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge and approve the hiring of Lauren Dick, Harford Township, for the temporary, part-time, non-union, clerical position for doe permits, \$8.75 per hour, effective July 13, 2020 until 2020 doe permits are finished per the recommendation of Jason Miller, Treasurer.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement with Kidspeace National Centers, Schecksville, PA, for Children and Youth Services schedule F, per diem rates as follows, effective July 1, 2020 through June 30, 2021, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

- Residential Services: \$368-\$411

- Foster Care Services: \$55-\$127
- Private Education Services: \$176.52
- Transportation: \$.54/mile
- Sexual Issues/Treatment: \$34.50/ ¼ hour
- Independent Living Services: \$78.00 per hour
- Assessment Services: \$80 - \$540
- Supervised Visitation: \$16 per ¼ hour
- Kinship Care: \$2100-\$2800
- Community Residential: \$103.93

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Contract with Institute for United Charities, Inc. and United Children’s Homes, Inc., West Hazleton, PA, for child and youth services, for certificate # 227350, Unit AA, at a per diem rate of \$155.00, per the recommendation of Michelle Graziano, Director of Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Bureau Exoneration Requests:

- Lanesboro Boro, parcel 055.05-1,001.00,000, in the name of Methodist Church. Tax Claim received notification from Assessment that the Methodist Church should indeed not be taxed. Tax Claim Bureau requests all delinquent taxes associated with this parcel shall be exonerated.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-06, authorizing the Susquehanna County Housing/Redevelopment Authority to apply for CDBG Covid-19 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-07, a Cooperation Agreement with the Susquehanna County Redevelopment Authority for management responsibilities of the CDBG Covid-19 Program.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-08, Fair Housing Resolution.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-09, Susquehanna County Minority Business Plan and Statement of Goals.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-10, Notice of Section 504 Officer and Process for Grievance.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into agreements with the Lackawanna-Susquehanna Drug and Alcohol Program per the attached schedule.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried

Open the bids received for the Public Safety Building Project.

Bids Received:

Fire Protection:

SA Comunale \$27,828.00

Electrical:	
Richard Mellow	\$3,174,400
Everon Electric	\$3,589,000
GR Noto	\$2,568,000
Joyce Electric	\$2,696,000
Spectrum	\$2,449,000
Urban Electric	\$2,338,000

General Trades	
Mar Paul	\$10,574,000
LR Costanzo	\$11,131,699
Multiscape Gen Contr	\$11,590,836
Scartelli	\$9,025,200
Streeter Assoc	\$11,127,000
WH Lane	\$9,616,300
AR Mancini	\$15,068,500
D&M Constr	\$9,767,025
Fahs	\$10,364,850

Mechanical:	
J&K Plumb Heat	\$2,558,000
Master Mechanical	\$2,753,000
O&M Multitrade/Fabcor	\$2,540,000
PA Mech Systems	\$2,032,113
Scranton ElectHeat	\$2,807,000
Troy Mechanical	\$2,424,000

Plumbing:	
Bognet	\$788,000
Scanton Elect Heat	\$665,950
O&M Multitrade	\$662,000

Motion by Commissioner Hall to award the Public Safety Building Bid following the review of the Engineer.
 Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.
 Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:38 a.m.

ATTEST:

 Rebekah Hubbard, Chief Clerk

 Susquehanna County Commissioners

6/24/2020

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

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Commissioner Hall speaks on the CARES County Relief Grant. States that the Commissioners found out that the counties were not entitled to the money, and that only the largest counties actually received money directly from the federal government. The amount for our was 7.2 million, actually receiving 3.6 million. Commissioner Hall has reviewed the contract for the grant extensively and has found no verbiage regarding following stay at home orders or otherwise.

A listener asks a question regarding the Green Phase and a current count of deaths in the County.

A question is asked regarding PennDot and their projects – Commissioner Hall reports that they are working and are working on the most important projects on Bridges and closed roads.

A question is asked about Motion #10 – What is Geoscience and what will they test? Commissioner Arnold answered that the company is hired to test all products and materials used in the construction of the new Public Safety Building, to ensure they are in compliance.

A question is asked regarding the Commissioners Meetings during the Green Phase – Commissioner Arnold answered, saying that the meeting room will be open and we will have limited seats available to promote social distancing. Masks will be required.

A question is asked what will change at the Courthouse when we go green? Commissioner Arnold explained that we will stop taking temperatures at the door, but will require masks and will continue to do extra sanitizing and hand washing.

Question is asked regarding the County's cost for Covid-19 so far? The Courthouse and it's additional buildings have spent more than \$100,000 so far in purchasing PPE and cleaning supplies.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the June 10, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 6/11/2020 for \$90,656.65 for General Expenses
- Cash Disbursement Journal dated 6/9/2020 for \$34,912.25 for Election Payroll
- Cash Disbursement Journal dated 6/17/2020 for \$89,933.00 for Children and Youth
- Cash Disbursement Journal dated 6/17/2020 for \$24,389.94 for General Expenses
- Cash Disbursement Journal dated 6/24/2020 for \$222,104.14 for Net Wages
- EFTPS Payment dated 6/24/2020 for \$73,708.78 for Federal Payroll Taxes
- Electronic Payment dated 6/24/2020 for \$9,459.02 for State Withholding
- Electronic Payment dated 6/24/2020 for \$19,947.08 for Employee Retirement
- Electronic Payment dated 6/24/2020 for \$1,006.03 for PA SCDU
- Cash Disbursement dated 6/24/2020 for \$11,827.83 for PLIGIT

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Christina Lyons from the position of part-

time Corrections Officer, effective June 11, 2020, per the recommendation of Warden Mark Shelp.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Justin Ramirez, Scranton, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours effective June 18, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Lynn Lyons from the position of full-time Corrections Officer, effective June 19, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Jeremy Shiptoski from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.96 per hour, effective June 19, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of James Kane from the position of Director of Planning/GIS, effective July 3, 2020, per Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the designation of Trehab as the lead agency for the State Food Purchase Program and Grant, for the purchase and distribution to Trehab food banks, effective June 24, 2020 through June 24, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Geo-Science Engineering and Testing LLC., to provide third – party observation quality assurance program for the construction at the new Public Safety Facility, at a cost not to exceed \$100,000, paid for with Act 13 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bids on Municibid for a 2014 Ford Taurus unmarked Interceptor, VIN - 1FAHP2MK2EG141419, with 75,392 miles.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bids on Municibid for a 2013 Chevrolet Impala, VIN - 2G1WF5E3XD1185492, with 40,000 miles.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Resolution 2020-11, to apply for Cares County Relief Grant and Designation of the Cares Grant Administration.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Note: The bids for the new Public Safety Building were awarded as follows:

General Trades – W.H Lane, Inc. - \$9,616,300.00

Mechanical Trades – Pennsylvania Mechanical Systems Co. - \$2,032,113.00

Electrical Trades – Urban Electric - \$2,338,000.00

Plumbing Trades – O+M Multitrade - \$662,000.00

Fire Protection - \$27,828.00

Motion by Commissioner Hall to close the Commissioner's Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:28 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-12

7/8/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Dawn Brozonis	District Court, Clifford	10 Years
Patricia Lewis	SCCF	5 Years
Cynthia Rogers	SCCF	5 Years

Public Comment on agenda and non-agenda items:

A question is asked about the meeting being open. In the last Commissioners Meeting, we stated that the meetings would be open to a small amount of people to allow social distancing. Yes, we have entered the green phase at this time.

A question is asked about events on the Green and answered that yes at this time all events scheduled on the Green have been cancelled.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the June 24, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 6/25/2020 for \$21,657.27 for General Expenses
- Cash Disbursement Journal dated 6/25/2020 for \$279,414.98 for General Expenses
- Cash Disbursement Journal dated 7/1/2020 for \$100,779.29 for General Expenses
- Cash Disbursement Journal dated 7/8/2020 for \$212,974.82 for Net Wages
- EFTPS Payment dated 7/8/2020 for \$72,583.34 for Federal Payroll Taxes
- Electronic Payment dated 7/8/2020 for \$9,306.06 for State Withholding
- Electronic Payment dated 7/8/2020 for \$19,884.32 for Employee Retirement
- Electronic Payment dated 7/8/2020 for \$1,006.03 for PA SCDU
- Cash Disbursement dated 6/26/2020 for \$26,994.65 for PLIGIT

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the termination of Jason Stec from the position of full-time Establishment Specialist/Court Liaison, effective June 24, 2020, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Ian Ticonchuk from the position of full-time Telecommunicator, effective June 24, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve hiring of John Giangrieco, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective June 29, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Justin Ramirez from the position of part-time Corrections Officer, effective June 29, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Amy Adams, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective July 6, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Carrie Guzy from the position of Deputy Chief Clerk, effective July 10, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Greenman – Pedersen, Inc., Scranton, PA, for engineering and cost estimating services for miscellaneous paving projects at Monument Square, parking lot, and County Bridges 15, 33, 20, 26, 29, and 35, for a total cost of \$50,200.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall approve entering into a purchase of service agreement with PA Child Care, LLC., Pittston, PA, for child services schedule F as follows:

ID#/Cost per day

444170/\$350.00

450690/\$326.50

444180/\$300.00

450960/\$350.00

204100/\$385.00

207860/\$385.00

228490/\$350.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a purchase of service agreement with Cornell Abraxas Group, Inc., Pittsburgh, PA, for child services Schedule F as follows:

ID#/Cost per day

411250/\$185.50

419760/\$225.41

411200/\$313.17

355310/\$186.45

301400/\$186.45

310320/\$317.75
355310/\$307.59
304420/#333.10
331250/\$307.59
303970/307.59
144040/\$338.26

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bids on Municibid 2014 Mobility Venture 1, VIN # 57WMS2A60EM101934, with 100,225 miles, sold AS IS, WHERE IS.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Greenman-Pederson, Inc., Scranton, PA, for Project Management of the Public Safety Building during the building construction, at a cost not to exceed \$2,460 weekly, paid with Act 13 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve entering into an agreement with Pictometry International Corporation of Rochester NY, to provide orthophotography/mapping software for use and integration in the County GIS, Assessment, 911 and EMA departments, at a total cost of \$438,561.30 over a six-year period, paid with Act 13 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2013 Chevrolet Impala VIN - 2G1WF5E3XD1185492.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2014 Ford Taurus Interceptor - 1FAHP2MK2EG141419.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:12 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

A question is asked regarding motion #13 and the reason the County has hired outside counsel. Commissioner Arnold stated that the Election Litigation is federal court and the Commissioners felt they needed to hire.

A question is asked regarding internal audits at the County Offices, Auditor Richard Suraci, in the meeting audience, is able to answer that the audits are being conducted and worked on in a timely manner.

A statement is made regarding Jury Duty pay and that the rate should be increased. Commissioner Arnold explains that the Jurors fall under the Judge's orders.

A question is asked regarding Lyme Disease and what the County is currently doing to prevent it. Our County has a Tick Task Force and is getting information out on our website and social media regarding Lyme Disease.

A question is asked regarding the schools reopening and the Commissioners decline to comment as they have no jurisdiction over the schools.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the July 8, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 7/16/2020 for \$318,562.60 for General Expenses
- Cash Disbursement Journal dated 7/9/2020 for \$93,512.70 for General Expenses
- Cash Disbursement Journal dated 7/8/2020 for \$86,286.98 for General Expenses
- Cash Disbursement Journal dated 7/22/2020 for \$226707.86 for Net Wages
- EFTPS Payment dated 7/17/2020 for \$76,301.30 for Federal Payroll Taxes
- Electronic Payment dated 7/17/2020 for \$9,716.02 for State Withholding
- Electronic Payment dated 7/17/2020 for \$20,232.70 for Employee Retirement
- Electronic Payment dated 7/17/2020 for \$1,217.42 for PA SCU
- Cash Disbursement Journal dated 7/15/2020 for \$12,734.66 for PLIGIT
- Cash Disbursement Journal dated 7/16/2020 for \$103,469.97 for Children & Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the hiring of Stephanie Clark, Montrose, to the open, union-eligible, full-time position of Second Deputy Recorder of Deeds/Register of Wills, \$12.45 per hour, 40 hours per week, effective July 16, 2020, with a six-month probationary period and benefits according to the Court Related Bargaining Unit Contract and the County Policy Manual, per the recommendation of Michelle Estabrook, Register of Wills and Recorder of Deeds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Matthew Ochse, Brackney, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective July 16, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the hiring of Elizabeth Kelley, South Montrose, to the open, full-time, union-eligible position of Establishment Specialist/Court Liaison, \$11.48 per hour, 40 hours per week, effective July 20, 2020, with a six-month probationary period and benefits according to the Court Appointed

Bargaining Unit Contract and the County Policy Manual, per the recommendation of President Judge Jason Legg. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Shane Kelder, New Milford, to the open, full-time, non-union position of IT Technician, \$15.23 per hour, 40 hours per week, effective July 23, 2020, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Stephen Janoski, IT Director.

Second Commissioner Herschel. Ayes: unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring Jan Rosenkrans, Montrose, to the open, non-union, full-time position of Deputy Chief Clerk, \$35,000 per year, effective July 27, 2020, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Kiana Lavery from the position of Deputy Director of Planning/GIS to the open, non-union, full-time position of Director of Planning/GIS, \$48,000 per year, effective July 22, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Rebekah Hubbard, Chief Clerk.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Jason Beardsley, Esq., from the position of Assistant Public Defender, effective July 24, 2020.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Izaak Cook from the position of full-time Corrections Officer, effective July 21, 2020, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Requests:

Great Bend Township, Parcel # 070.00-2,025.00,001, in the name of Kenneth L. Ayers. Assessment sent notification to the Tax Claim Bureau that the mobile home has been moved.

New Milford Township, Parcel # 090.14-1,003.00,001, in the name of William Thompson. Assessment sent notification to the Tax Claim Bureau that the mobile home has been razed.

New Milford Township, Parcel # 108.00-2,009.00,001, in the name of Jack L. McKeeby. Assessment sent notification to the Tax Claim Bureau that the mobile home has been razed.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to to ratify and approve retaining Robert Schaub of Rosenn, Jenkins, & Greenwald for representation in litigation involving the construction of the Public Safety Building and Elections Litigation at an hourly rate of \$200.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Motorola Solutions, Inc., Chicago, IL, for the purchase and warranty of K2 Core, MCC 7500E Dispatch Consoles with CTI and Remote Console, purchase price of \$598,000 paid through Act 13 and annual maintenance, support, and software for 7 years for the following prices: 1 year covered, year 2 \$78,260.62, year 3 \$80,924.79, year 4 \$83,897.93, year 5 \$87,232.77, year 6 \$90,581.48, year 7 \$94,066.93 paid through PEMA Grant Funding.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bids on Municibid for the 2007 GMC Savana G1500 – VIN# 1GKFG15Z371241448.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2014 Mobility Venture 1 – Vin # 57WMS2A60EM101934.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.
Note: Bid went to Martin Mitchell for \$6,101.00

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:23 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-14
8/12/2020

Commissioner Arnold called the Meeting to order at 9 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Jeanne Conklin	Commissioners	5 years
Christine Tingley	Prothonotary	5 years

Public Comment on agenda and non-agenda items:

A question is asked regarding motion #8 asking where does the state stand on the proposed changes to the MATP program. Commissioner Hall stated that we are waiting on Harrisburg for a final decision. All buses are still running with Trehab Transportation Authority.

A question is asked regarding motion #10 and motion #11 asking where the Cares money is being utilized and what is being done to get it. Commissioner Arnold responded that we are working with Trehab and Housing Authority for small business, local Fire Companies, and EMS. Commissioner Herschel stated that applications are currently being taken and anyone can apply through Trehab and the Housing Authority.

Multiple questions are asked regarding motion #11 about the Business assistance program. How many businesses have applied, how much is the grant, is it a loan, who has applied, and what does it cover? Commissioner Arnold stated that they are grants, not loans and none have been paid out yet as it will go through a meeting first. Commissioner Herschel stated that applications are still being accepted.

Commissioner Hall stated that it covers rent, mortgage, utilities and PPE.

A statement is made thanking PennDot for fixing their road but 29 north near the New York border needs attention. Commissioner Hall stated that it is on the schedule but due to rain, it was delayed.

A question is asked about Covid 19 numbers. A statement is made that numbers are minimal and we are on a

negative trajectory. Commissioner Arnold thanked the county for staying safe.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the July 22, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 7/30/2020 for \$142,263.00 for General Expenses
- Cash Disbursement Journal dated 7/31/2020 for \$2,000.00 for General Expenses
- Cash Disbursement Journal dated 7/31/2020 for \$238,783.30 for Health Insurance
- Cash Disbursement Journal dated 7/31/2020 for 97,163.77 for General Expenses
- Cash Disbursement Journal dated 8/5/2020 for \$70,993.53 for Children & Youth
- Cash Disbursement Journal dated 7/28/2020 for \$669.68 for Jury Pay
- Cash Disbursement Journal dated 7/31/2020 for \$215,167.80 for Net Wages
- Cash Disbursement Journal dated 8/5/2020 for \$114,934.27 for General Expenses
- EFTPS Payment dated 7/31/2020 for \$74,177.75 for Federal Payroll Taxes
- Electronic Payment dated 7/31/2020 for \$9,428.86 for State Withholding
- Electronic Payment dated 7/31/2020 for \$19,940.90 for Employee Retirement
- Electronic Payment dated 7/31/2020 for \$1,217.42 for PA SCDU
- Cash Disbursement dated 7/30/2020 for \$27,179.95 for PLIGIT

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Margaret J. Krupinski, Prothonotary/Clerk of Courts, Prothonotaries Association Meeting, Pittsburgh, PA, 9/20/2020-9/24/2020, Total Cost \$1,147.76, Cost to County \$1,147.76

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' meeting and open the Salary Board meeting at 9:15 a.m.

Second Commissioner Herschel.

Returned to Commissioners' Meeting at 9:19 a.m.

Motion by Commissioner Hall to ratify and approve the arbitration agreement for the Collective Bargaining Agreement between Susquehanna County and Teamsters Local 229 for County Probation Employees, effective January 1, 2020 through December 31, 2024.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Claim Bureau Exoneration Requests:

Clifford Township, Parcel # 245.00-2,026.00,007, in the name of Paul and Shelley Bixby. Tax Claim received notice from Assessment that the mobile home has been removed to an unknown location.

Clifford Township, Parcel 266.00-1,087.00,021, in the name of Josephine Correa (Cerra). Tax Claim received notification from District Judge Brainard that on September 24, 2019 this mobile home was deemed abandoned. According to the Mobile Home Abandonment Act, the Tax Claim Bureau requests all delinquent

taxes with this parcel be exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the 2021 Holiday Schedule.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement to participate in the Pennsylvania Medical Assistance Transportation Program (MATP) effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve a Memorandum of Understanding between Pennsylvania Department of State, Harrisburg, PA, and Susquehanna County for Center for Internet Security for network monitoring and cyber security services, effective August 12, 2020, through August 30, 2024.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Susquehanna County Housing/Redevelopment Authority for administration of the Mortgage and Rent Relief Program, funded by the Covid-19 CARES County Relief Fund.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Trehab for administration of the Business Assistance Program, funded by the Covid-19 CARES County Relief Fund.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Jonathan Zielewicz from the position of part-time Corrections Officer to the open, full-time, union-eligible position of Corrections Officer, \$14.96 per hour, 40 hours per week, effective July 22, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Dakotah Sherman, Springville, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective July 23, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Joann Henry from the position of Recycling Secretary to the open, non-union, full-time position of Assistant Recycling Coordinator, \$14.38 per hour, effective July 30, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Anthony Catanzaro from the position of Recycling Technician to the open, non-union, full-time position of Processing/Shipping Manager, \$12.84 per hour, effective July 30, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the hiring of Christopher Blaisure, Springville, to the open, non-union, full-time position of Courtroom Technician, \$11.48 per hour, effective August 3, 2020, with a six-

month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of President Judge Jason Legg.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Roosevelt Monroe, Meshoppen, to the open, union-eligible, full-time position of Recycling Technician, \$10.25 per hour, effective August 6, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the hiring of Mindy Powell, Montrose, to the open, union-eligible, full-time position of District Justice Assistant Office Manager, \$10.85 per hour, 32.5 hours a week, effective August 11, 2020, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit Contract and the County Policy Manual, per the recommendation of District Judge Jeffrey Hollister.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Dustin Gornot, Endicott, NY, to the open, union-eligible, full-time position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective August 17, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Ashley Lane, Montrose, to the open, union-eligible, full-time position of Telecommunicator 1, \$15.08 per hour, 40 hours per week, effective August 17, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit and the County Policy Manual, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the CARES County Relief Grant Payments to the Fire/EMS companies for \$274,262.12 as listed on attachment.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to review and award the bid on the 2007 GMC Savana G1500 – VIN # 1GKFG15Z371241448 to Reginald Punla for \$7,100.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into the fiscal year 2020-2021 agreements with the Behavioral Health/Intellectual Disabilities/Early Intervention Program.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.
Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:28 a.m.

ATTEST:

CS 20-15
8/26/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Public Comment on agenda and non-agenda items:

Commissioner Arnold acknowledges the passing of Former Commissioner Leon Allen who served from 2008 to 2012.

A question is asked regarding motion #7 asking what constitutes a visit. Barbra Durken is in attendance and answers it is for an examination and what would be the best course of medical treatment.

A question is asked regarding a motion on the previous agenda with the MOU's and the cost associated with them. Commissioner Hall stated there is no cost to the county, as it is covered by the Department of State.

A question is asked regarding why is there no Department of Health nurse? Commissioner Herschel stated that she resigned and the job was posted at the end of July.

A question is asked if our audits are up to date in the county. Two auditors are in the audience and answer that our overall county audit is on track. We are working with an office to get additional info but everything is in line.

A question is asked if the contract with the Sheriff's Department, the Court of Common Pleas, and the Domestic Relations section for warrant, petition, and security services is a new contract and is there any cost.

Commissioner Hall stated it is not new and required by the state every 5 years.

A question is asked about the CARES Grant money and if we're helping businesses. Commissioner Arnold stated that 23 businesses are being helped to date. A statement is made that we are not up to 1 million spent yet.

A question is asked if the Commissioners know of any groups currently protesting COVID. They answered that none that they are aware of.

A statement is made by resident that they would like to call ACLU to file a lawsuit in regards to her rights being violated.

Commissioner Herschel wanted it to be on the record that she approves Governor Wolf's actions and approach to combating COVID-19.

A question is asked about CYS cash disbursement and why it's not broke out. Commissioner Hall stated that it's always been done this way.

A question is asked what we have spent on legal fees so far for the election and Scartelli lawsuits.

Commissioner Hall stated \$35,000 for specialized services.

Motion by Commissioner Hall to close public comment.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the August 12, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:29 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:31 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 8/13/2020 for \$282,960.93 for General Expenses
- Cash Disbursement Journal dated 8/20/2020 for \$205,250.90 for General Expenses
- Cash Disbursement Journal dated 8/19/2020 for \$227,836.02 for Net Wages
- Cash Disbursement Journal dated 8/12//2020 for \$12,245.92 for PLIGIT Expenses
- EFTPS payment dated 8/19/2020 for \$77,392.99 for Federal Payroll Taxes
- Electronic payment dated 8/19/2020 for \$9,788.31 for State Withholding Taxes
- Electronic payment dated 8/19/2020 for \$20,580.80 for Employee Retirement
- Electronic payment dated 8/19/2020 for \$1,217.42 for PA SCU
- Cash Disbursement Journal dated 8/17/2020 for \$58,158.77 for Children and Youth

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

- Patricia Leach, Assessment, Assessment Business Basics, 9/18/2020, Forty Fort, PA, Total Cost \$40.00. Cost to County \$40.00.
- Samantha Wickizer, Assessment, Assessment Business Basics, 9/18/2020, Forty Fort, PA, Total Cost \$40.00, Cost to County \$40.00.
- Emily McHale, Assessment, CPE Exam Prep Course, 8/26-8/28, Virtual, Total Cost \$200.00, Cost to County \$200.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement between the Lackawanna/Susquehanna Office of Drug and Alcohol Programs and BGI of Brandywine for contracted services for non-hospital inpatient/residential treatments at a cost of \$305.00/day, effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract between the Lackawanna/Susquehanna Office of Drug and Alcohol Programs and Barnes Kasson for physician and pharmacy services at a cost of \$150.00 per visit, effective July 1, 2020 through June 30, 2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into a contract with the Sheriff's Department, the Court of Common Pleas, and the Domestic Relations Section for warrant, petition, and security services, effective October 1, 2020 through September 30, 2025.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following Tax Bureau Exoneration Request:

Great Bend Township, parcel # 070.00-2,025.00,001, in the name of Kenneth L. Ayers. Tax Claim Received notice from Assessment that on July 2, 2020, Assessment confirmed that the mobile home owned by Kenneth L. Ayers had been removed from the premises to an unknown location. Tax Claim requests all delinquent taxes associated with this parcel by exonerated.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the payment of \$126,640.27 of State money, not County money to Trehab per the sub-agreement for the use of Cares County Relief Grant Funds for small business assistance. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to add the additional duties of Firearms Instructor to Adult Probation Officer Michael Koscelnak, effective August 27, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Shawn O'Neill, Mehoopany, to the open, full-time, union-eligible position of Recycling Technician, \$10.25 per hour, effective August 10, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Jaedon MacNelly from the position of part-time Corrections Officer, effective August 12, 2020, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Matthew Snow, Kingsley, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective August 17, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept the resignation of Angela Holleran, from the position of full-time Assistant Director of Domestic Relations, effective August 17, 2020, per the recommendation of President Judge Jason Legg. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jacob Peck, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective August 25, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Michael Welch, from the position of full-time Corrections Officer, effective August 26, 2020, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the termination of Matthew Ochse from the position of part-time Corrections Officer, effective August 23, 2020, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Dakota Sherman from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.96 per hour, effective August 27, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Glenn Hodges, Hallstead, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective August 27, 2020, with a six-month

probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Jair Novajosky, Esquire, from the position of part-time Conflict Counsel/Parent's Attorney to the open, non-union position of part-time Assistant Public Defender, \$36,000 per year, effective August 31, 2020, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Linda LaBarbera, Public Defender.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-21, National Overdose Awareness Day.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:38 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

CS 20-16

9/9/2020

Commissioner Arnold called the Meeting to order at 9:00 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Arnold, Hall, and Herschel.

Employee Years of Service Recognition: 5 Year Incremental Anniversaries:

Brittney Hartman	Probation	5 Years
Tara Wilbur	Veterans' Affairs	5 Years

Public Comment on agenda and non-agenda items:

Maryanne Colbert, from Lackawanna-Susquehanna Office of Drug and Alcohol Program is in attendance and thanked the Commissioners for recognizing September as Suicide Prevention Month.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the August 26, 2020 Commissioners' Meeting. Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 8/27/2020 for \$345,035.40 for General Expenses
- Cash Disbursement Journal dated 9/3/2020 for \$662,691.08 for General Expenses
- Cash Disbursement Journal dated 8/27/2020 for \$239,000.95 for Health Insurance
- Cash Disbursement Journal dated 8/31/2020 for \$32,101.00 for PLIGIT
- Cash Disbursement Journal dated 8/31/2020 for \$7,022.69 for PLIGIT
- Cash Disbursement Journal dated 8/28/2020 for \$213,795.56 for Net Wages
- Cash Disbursement Journal dated 9/3/2020 for \$96,639.81 for Children and Youth
- EFTPS Payment dated 8/28/2020 for \$72,341.25 for Federal Payroll Taxes
- Electronic Payment dated 8/28/2020 for \$9,318.55 for State Withholding
- Electronic Payment dated 8/28/2020 for \$19,747.77 for Employee Retirement
- Electronic Payment dated 8/28/2020 for \$1,217.42 for PA SCDU
- Cash Disbursement dated 8/26/2020 for \$30,873.75 for PLIGIT

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Britney Darrow, Assessment, 9/18/2020, NECAAP Chapter Meeting, Total Cost \$40.00, Cost to County \$40.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the payment of \$107,590.36 to Trehab per the sub-agreement for the use of Cares County Relief Funds for small business assistance.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the CARES County Relief Grant Payments to the following Fire/EMS companies for \$20,062.93.

- Susquehanna Fire Department \$17,787.93
- Great Bend Hallstead Ambulance \$2,275.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Pennsylvania Department of Human Services for Child Welfare Information System Data Sharing, effective October 1, 2020 through September 30, 2021, for Security requirements and technical security controls for Children and Youth Services.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement between Children and Youth and Families United Network, Inc., Muncy, PA, for child and family services per schedule F, per diem rates as follows:

- Outcome Focused Foster Care \$24.00
- Outcome Focused Foster Care child 11+ \$26.00
- Outcome Focused Foster Care Mother/Child \$39.00
- Outcome Focused Foster Care Urgent Placement \$29.00
- Outcome Focused Foster Care Respite \$21.00
- Outcome Focused Foster Care Transitional Level 1 \$27.00

Outcome Focused Foster Care Transitional Level 2 \$85.00
Outcome Focused Foster Care Intensive \$34.00
Specialized Level 1 Medical \$28.00
Specialized Level 2 Medical \$32.00
Specialized Level 3 Medical \$35.00
Specialized Level 4 Medical \$39.00
Additional Specialized Med Rate \$41.00
Aborvale Manor Life Readiness \$182.51
Ashler Manor Level 1 \$199.28
Ashler Manor Level 2 \$208.07
Ashler Manor Emergency Shelter Care \$182.34
Ashler Manor Transitional Living Program \$133.90
White Rose Manor Level 1 \$199.28
White Rose Manor Transitional Living Program \$133.90
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a Purchase of Service Agreement between Children and Youth and George Junior Republic Preventative Aftercare, Grove City, PA, for family preservation and life skills services at a per diem rate of \$51.93/\$31.09, effective July 1, 2020 through June 30, 2021.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with MCM Consulting Group, State College, PA, for review and enhancement of the Susquehanna County Continuity of Operations Plan and emergency operations plan, total cost \$27,842.00, paid with CARES Grant Funding, effective September 9, 2020 through December 30, 2020.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for Public Bid the attached list of County Surplus items, which will be available for public examination from 8:00am to 3:00pm on Thursday, September 10 through Tuesday, September 22, 2020 at 12:00 noon, in and about the Maintenance Office at the Courthouse. Interested parties are asked to contact 570-278-6670 for an appointment. Sealed bids must be submitted in the Chief Clerks Office by 12:00 pm on Tuesday, September 22, 2020. Sealed bids will be opened during the Commissioners' Meeting on Wednesday, September 23, 2020. Successful bidders will be notified via telephone on September 25 and must remit payment and physically claim their items by 4:00pm on Wednesday, September 30, 2020. County employees are not eligible bidders for County Surplus items.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the transfer of Kaelin Payne from the position of Enforcement Specialist/Court Liaison to the open, non-union position of Assistant Director of Domestic Relations, \$32,000 per year, 40 hours per week, effective August 27, 2020, with a six-month probationary period and benefits per the County Policy Manual, per the recommendation of President Judge Jason Legg.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Carol Ainey from the position of Administrative Assistant for Planning/GIS/Public Safety, to the open, full-time, union-eligible position of Deputy Director of Planning/Mapping/ Addressing, \$14.38 per hour, 40 hours per week, effective August 27, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Glenn Hodges from the position of part-time Corrections Officer, effective August 28, 2020, per the recommendation of Warden Mark Shelp.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Mary Rosengrant, from the position of part-time Telecommunicator, effective August 31, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Daniel Mills, Springville, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, varied hours, effective September 1, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Julia Gregory, Montrose, to the open, full-time, union-eligible position of Recycling Administrator, \$10.25 per hour, 40 hours per week, effective September 10, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of Recycling Coordinator Jennifer Hibbard.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to acknowledge the hiring of Melinda Carlton, Montrose, to the open, full-time, union-eligible position of Enforcement Specialist/Court Liaison, \$11.48 per hour, 40 hours per week, effective September 10, 2020, with a six-month probationary period and benefits according to the Court Appointed Bargaining Unit Contract and the County Policy Manual, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-16, September as Hunger Action Month in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-17, September as Recovery Month in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-18, September as Emergency Preparedness Month in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-19, September as Suicide Prevention Month in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-20, National Correctional Officer and Employees Week in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-22, September 9, 2020 as Fetal Alcohol Spectrum Disorders Awareness Day in Susquehanna County.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Commissioners' Meeting adjourned at 9:16 a.m.

ATTEST:

CS 20-17
9/23/2020

Commissioner Hall called the Meeting to order at 8:59 a.m. in the Commissioners' Meeting Room.

Pledge of Allegiance to the Flag.

Present: Commissioners Hall and Herschel.

Public Comment on agenda and non-agenda items:

Cane Chamberlain from Tourism was in attendance and commented on the improvements that have been made in the county regarding the local tourism.

A question is asked on motion numbers 8 and 9 as to why the change orders? Commissioner Hall stated that due to the additional water, the driveway to the building needed stabilization per DEP standards.

Commissioner Hall stated the second change order is due to the additional 1 foot of top soil.

A question is asked regarding motion #13, is it normal to hire outside Solicitor? Commissioner Hall stated it is common practice to have their own solicitor and hearing masters.

A question is asked on motion #5 as to what is the date the money needs to be used by. Commissioner Hall stated that it needs to be used by December 31, 2020.

Commissioner Hall mentioned that the election board meeting will take place after the October 14th meeting. He also mentioned the November meetings will take place on November 4th and November 18th due to the holidays.

Tiffany Benedict, Project Manager for the Women's Resource Center was in attendance and thanked the Commissioners for the Domestic Violence Awareness Month Proclamation.

Motion by Commissioner Hall to close public comment.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the minutes of the September 9, 2020 Commissioners' Meeting.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to recess the Commissioners' Meeting and open the Salary Board Meeting at 9:10 a.m.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Returned to Commissioners' Meeting at 9:13 a.m.

Motion by Commissioner Hall to ratify or approve the following:

- Cash Disbursement Journal dated 9/10/2020 for \$424,907.19 for General Expenses
- Cash Disbursement Journal dated 9/17/2020 for \$439,558.68 for General Expenses
- Cash Disbursement Journal dated 9/16/2020 for \$12,586.47 for PLIGIT
- Cash Disbursement Journal dated 9/10/2020 for \$230,082.13 for Net Wages
- Cash Disbursement Journal dated 9/17/2020 for \$51,856.65 for Children and Youth
- EFTPS Payment dated 9/10/2020 for \$77,124.43 for Federal Payroll Taxes

- Electronic Payment dated 9/10/2020 for \$9,844.77 for State Withholding
- Electronic Payment dated 9/10/2020 for \$20,771.76 for Employee Retirement
- Electronic Payment dated 9/10/2020 for \$1,162.03 for PA SCDU
- Cash Disbursement Journal dated 9/21/2020 for \$679.86 for Jury Pay

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the payment of \$43,914.34 to Trehab per the sub-agreement for the use of Cares County Relief Funds for small business assistance.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the Marcellus Legacy Fund Mini Grant Payment of \$102,889.90 per the attached schedule of grantees.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a contract with Maximus Consulting Services, Inc., Richmond, VA, for the development and delivery of central services cost allocation plans incurred by Susquehanna County to support and administer federal programs, effective October 1, 2020 through June 1, 2023, Total cost to the County \$15,400.00.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the change order from William H. Lane, Inc., for the new Public Safety Building in the amount of \$4,164.40 for the excavation and stabilization of 100 feet, paid with Act 13 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the change order from William H. Lane, Inc., for the new Public Safety Building, in the amount of \$72,998.44, for the stripping of topsoil and new access road, paid with Act 13 funds.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with the Central Bradford Progress Authority (CBPA) to provide management of the County's Economic Development activities, effective October 17, 2020 through October 17, 2023, for \$124,950 per year.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the following appointments to the Northern Tier Regional Planning and Development Commission Advisory Committee:

Economic Development

- John Kameen
- Chris Brown
- Bobbi Jo Turner

Local Loan Review

- Joe Ferretti
- Rick Soden
- Keith Yurgosky

Rural Area Transportation

- Jack Conroy
- Alex Komar
- Alan M. Hall

NTRPDC Membership Executive Committee

- Elizabeth M. Arnold
- Alan M. Hall
- Judith Herschel
- Rick Soden

Local Elected Officials

- Elizabeth M. Arnold
- Alan M. Hall
- Judith Herschel

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a memorandum of understanding between the District Attorney's office, Mountain View School District, and Susquehanna County, for the School Resource Officer program and funding, effective for school year 2020-2021.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into an agreement with Domestic Relations, The Court of Common Pleas, and Robert P. Sheils III, Solicitor, for legal services to the Domestic Relations Section at a rate of \$100.00 per hour, effective October 1, 2020 through September 30, 2025, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve entering into a purchase of service agreement for Children and Youth with Diversified Treatment Alternative Centers, LLC., Milton, PA, from July 1, 2020 to June 30, 2021, for residential treatment services and foster care at a per diem rates as follows:

- Cert. # 334350 Residential Treatment (Lewisburg) \$211.72/day
- Cert. # 334360 Residential Treatment (Danville) \$211.72/day
- Cert.# 335090/335070 Residential Treatment (Coal) \$265.00/day
- Cert. #334340 Foster Care \$106.99/day
- Cert.# 333970 CRR Host Home \$23.18/day
- Managed Care Psychiatric Eval \$295.00
- Inpatient Diagnostic Eval and Services \$3000/265.00

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the purchase of one 2020 Ford Escape 4dr AWD SE from New Holland Auto Group, New Holland, PA, price of \$27,677.00, COSTARS pricing, paid with Act 13 funding, for the Assessment Department.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to advertise for public bid on Municibid for one 2012 Ford Escape, VIN#1FMCU9D79CKA73143.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to reappoint Jeffrey R. Norris as Domestic Relations Hearing Master, effective October 1, 2020, part-time, non-union, with benefits and salary of \$31,000 annually, per the recommendation of President Judge Jason Legg.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to enter into an agreement with Domestic Relations, the Court of Common Pleas, and Jeffrey R. Norris, as the Title IV-D Hearing Officer, effective October 1, 2020 through September 30, 2025.

Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and acknowledge the hiring of Joseph McGraw, Esquire, Clifford, to the open, part-time, non-union position of Conflict Counsel/parent's Attorney, annual salary of \$40,000, effective September 8, 2020, with a six-month probationary period and benefits according to government mandated requirements and the County Policy Manual, per the recommendation of President Judge Jason Legg.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Dakota Sherman from the position of full-time Corrections Officer, effective September 9, 2020, per the recommendation of Warden Mark Shelp.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Matthew Snow from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.96 per hour, effective September 10, 2020, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Mark Shelp.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Taylor Bennett from the position of full-time Telecommunicator, effective September 15, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of William Briggs from the position of full-time Processing/Shipping Manager, effective September 14, 2020, per the recommendation of Recycling Coordinator Jennifer Hibbard.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the retirement/resignation of Cathleen Eckes, from the full-time position of Clerk Typist II, effective end of day, September 23, 2020, per Michelle Graziano, Director of Children and Youth Services.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Roosevelt Monroe, from the full-time position of Recycling Technician, effective September 28, 2020, per Recycling Coordinator Jennifer Hibbard.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Kiana Lavery from the position of Director of Planning/GIS, effective October 9, 2020, per Rebekah Hubbard, Chief Clerk.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to open and award the sealed bids for the County Surplus Items.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to salvage or scrap all remaining items from the surplus list.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-23, September 26, 2020, as National Hunting and Fishing Day in Susquehanna County.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve Proclamation 2020-24, October as Domestic Violence Awareness Month in Susquehanna County.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Commissioners' Meeting.
Second Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Commissioners' Meeting adjourned at 9:29 a.m.

BOARD OF COMMISSIONERS

Elizabeth M. Arnold

Alan M. Hall

Judith Herschel

ATTEST: _____

Rebekah Hubbard, Chief Clerk

