

SB-20-01
01/8/2020

Commissioner Arnold called the Salary Board meeting to order at 9:19 a.m.

Present: Commissioners Hall, Arnold, Herschel, Treasurer Miller, and Sheriff Lance Benedict

Motion by Commissioner Hall to approve the minutes of the December 18, 2019 Salary Board Meeting.

Second by Treasurer Miller. Ayes: Hall, Miller, Arnold, Herschel abstained. Motion Carried.

Motion by Commissioner Hall to eliminate the part-time, temporary position of Real Estate Clerk, effective January 8, 2020, per the recommendation of Sheriff Lance Benedict.

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

Public Comments:

Motion by Commissioner Hall to close the Salary Board meeting at 9:20 a.m.

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

Attest:

Robert Hyde, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB-20-02
1/22/2020

Commissioner Arnold called the Salary Board meeting to order at 9:45 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Deputy Treasurer Wescott, and Sheriff Lance Benedict

Motion by Hall to approve the minutes of the January 8, 2020 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to rescind the motion from the January 8, 2020 Salary Board to eliminate the part-time, temporary position of Real Estate Clerk for the Sheriff's Office.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to eliminate the non-union, position of Maintenance Department Head, per the recommendation of Robert Hyde, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Public Comments:

Motion by Hall to close the Salary Board meeting at 9:46 a.m.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Deputy Treasurer

SB-20-03
2/12/2020

Commissioner Arnold called the Salary Board meeting to order at 9:05 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Deputy Treasurer Wescott.

Motion by Commissioner Hall to approve the minutes of the January 22, 2020 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create an additional part-time, union-eligible Telecommunicator position, for a total of 6 positions, effective February 13, 2020, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to eliminate the union-eligible position of Telecommunicator and/or Quality Assurance Officer part-time, effective on February 13, 2020, per the recommendation of Bruce Butler, Director of Public Safety/911 Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the position of Temporary Assistant of Elections/Voter Registrar, union-eligible, \$11.48 per hour, no benefits. Effective February 12,2020, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the full-time, non-union position of IT System Administrator, 40 hours per week, \$19.23 per hour, effective February 12, 2020, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Stephen Janoski, Director of IT.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

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

Public Comments:

Commissioner Hall states that the word "union-eligible" should be added to motions 2,3, and 4. The Minutes reflect the addition of this wording.

Motion by Hall to close the Salary Board meeting at 9:10 a.m.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Deputy Treasurer

SB-20-04
2/26/2020

Commissioner Arnold called the Salary Board meeting to order at 9:18 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Miller.

Motion by Commissioner Hall to approve the minutes of the February 12, 2020 Salary Board Meeting.

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

Motion by Commissioner Hall to create the union-eligible position of Vehicle/Equipment Preservation & Minor Body Work/Maintenance, part-time, \$13.00 per hour, less than 1000 hours per year, no benefits, effective February 26,2020, per the recommendation of Jim Hawley, Director of Public Facilities.

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

Motion by Commissioner Hall to create the full-time, union-eligible position of Temporary Recycling Center Secretary, \$11.48 per hour, no benefits, expires June 30, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.

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

Motion by Commissioner Hall to create 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 by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to change the job title of Director of Public Safety/911 Coordinator to the Director of Public Safety and Compliance Administrator, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to create the full-time, non-union position of Public Safety/GIS/and Systems Database Analyst, \$48,000 per year, paid with grant funding, effective February 26, 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 by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the full-time, union eligible position off 911 Operations Officer/Telecommunicator, \$18.00 per hour, effective February 26, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Unit and the County Policy Manual, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.

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

Motion by Commissioner Hall to create the temporary, full-time, non-union position of Deputy Director of Training and Quality Assurance, effective February 26, 2020 through May 1, 2020, \$46,818.00 per year, with benefits according to the County Policy Manual and government

mandated requirements, per the recommendation of Brad Ellsworth, Director of Public Safety Operations/911 Coordinator.

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

Motion by Commissioner Hall to eliminate the hourly, non-union position of Senior IT Technician, effective February 27, 2020, per the recommendation of Steven Janoski, Director of IT.

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

Motion by Commisioner Hall to create the hourly, non-union position of IT Technician, \$15,23 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 benefits, per the recommendation of Steven Janoski, Director of IT.

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

Motion by Commissioner Hall to create the temporary, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, at least 40 hours per week, with benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Mark Shelp.

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

Public Comment:

Question asked about temporary Quality Assurance position and the cost of the position. Commissioner Hall explained that the amount is for the entire year, not just the three month time period of the position.

Motion by Commissioner Hall to close the Salary Board meeting at 9:25 a.m.

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

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 20-05
3/11/2020

Commissioner Arnold called the Salary Board meeting to order at 9:14 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Miller

Public Comment on Salary Board Agenda:

Question asked about the restructuring of the GIS department. Yes, we are restructuring GIS and Planning into one department.

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 February 26, 2020 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the full-time, non-union position of Director of Planning/GIS, \$48,000 per year, effective March 11, 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 by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the full-time, non-union position of Deputy Director of Planning/GIS, \$35,000 per year, effective March 11, 2020, with a six-month probationary period and benefits according to the County Policy Manual and government mandated benefits, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the full-time, union eligible position of Administrative Assistant for Planning/GIS/Public Safety, \$13.46 per hour, 40 hours per week, effective March 11, 2020, with a six-month probationary period and benefits according to the Residual Bargaining Agreement Contract and the County Policy Manual, per the recommendation of Rebekah Hubbard, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the 2020 Miscellaneous Compensation Schedule with the changes to the Election Officers Pay.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Salary Board meeting at 9:25 a.m.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 20-06
4/22/2020

Commissioner Arnold called the Salary Board meeting to order at 9:17 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Miller

Public Comment on Salary Board Agenda:

Question was asked regarding so many positions being eliminated – all the eliminations are jobs that have been replaced by other jobs. No employees have been laid off or furloughed, the positions are just to clean up open, unused job descriptions.

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 March 11, 2020 Salary Board Meeting.

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

Motion by Commissioner Hall to eliminate the full-time, union position of 911 Systems/IT Technician/Telecommunicator, effective February 22, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

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

Motion by Commissioner Hall to eliminate the full-time, non-union position of Deputy Director of Public Safety/911 Operations and Systems Manager, effective February 25, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to eliminate the full-time, non-union position of DPS Operations Manager, effective March 3, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to eliminate the part-time, union position of Vehicle Detailer, effective March 5, 2020, per the recommendation of Jim Hawley, Director of Public Facilities.

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

Motion by Commissioner Hall to eliminate the full-time, non-union position of Deputy Planning Director/GIS Supervisor, effective March 12, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to eliminate the full-time, union position of GIS Technician/Administrative Assistant, effective March 26, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to eliminate the full-time, union position of GIS Technician, effective March 26, 2020, per the recommendation of Rebekah Hubbard, Chief Clerk.

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

Motion by Commissioner Hall to eliminate the part-time, union temporary position of Real Estate Clerk, effective March 26, 2020, per the recommendation of Sheriff Lance Benedict.

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

Motion by Commissioner Hall to create the full-time, non-union position of Courtroom Technician, \$11.48 per hour, effective April 22, 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 by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to eliminate the full-time, non-union position of Planning Director, 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 eliminate the full-time, non-union, temporary position of Deputy Director of Training and Quality Assurance, effective May 2, 2020, per the recommendation of Bradley Ellsworth, Director of Public Safety Operations/911 Coordinator.

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

Motion by Commissioner Hall to eliminate one of two full-time, non-union positions of Court Recorder/Transcriptionist, effective May 16, 2020, per the recommendation of President Judge Jason Legg.

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

Motion by Commissioner Hall to create the part-time, temporary, non-union position of Director of Planning, \$28.00 per hour, less than 1000 hours per year, no benefits, 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 close the salary board meeting.

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

Commissioner Arnold Declared the Salary Board Meeting adjourned at 9:23 a.m.

ATTEST:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 20-07
5/13/2020

Commissioner Arnold called the Salary Board meeting to order at 9:28 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Deputy Treasurer Wescott

Public Comment on Salary Board Agenda:
Question on Agenda item #3, Cost is for Traffic Control at Polling places for election day.

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 April 22, 2020 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to amend the 2020 Miscellaneous Compensation Schedule with addition of Election Day Traffic Control.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Salary Board meeting at 9:32 a.m.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Hall declared the Salary Board Meeting adjourned at 9:32 a.m.

Attest:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Deputy Treasurer

SB 20-08
6/10/2020

Commissioner Arnold called the Salary Board meeting to order at 9:12 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Miller

Public Comment on Salary Board Agenda: None

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 May 13, 2020 Salary Board Meeting.

Second by Commissioner Herschel. Ayes: Commissioner Arnold and Commissioner Hall. Abstain: Treasurer Miller. Motion Carried.

Motion by Commissioner Hall to create three temporary, full-time, union-eligible positions of Recycling Technician, \$10.25 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Contract and the County Policy Manual, effective June 10, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator. Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to close the Salary Board meeting.

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

Commissioner Arnold declared the Salary Board Meeting adjourned at 9:38 a.m.

Attest:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 20-09
7/22/2020

Commissioner Arnold called the Salary Board meeting to order at 9:24 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Deputy Treasurer Wescott.

Public Comment on Salary Board Agenda:

A question is asked regarding the misc. compensation schedule and the wide range of salaries for the inmates. The answer is that certified workers will be at a higher rate.

A question was asked regarding the Assistant Public Defender position – why is it being changed from full-time to part-time? The Public Defender, Linda LaBarbara, has asked for a part time Assistant.

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 June 10, 2020 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to eliminate one of the three temporary, full-time, union-eligible positions of Recycling Technician, \$10.25 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Contract and the County Policy Manual, effective July 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create a full-time, union eligible position of Recycling Technician, \$10.25 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Contract and the County Policy Manual, effective July 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to eliminate the full-time, union-eligible position of Temporary Recycling Center Secretary, \$11.48 per hour, no benefits, effective July 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create a full-time, non-union position of Assistant Recycling Coordinator, \$14.38 per hour, 40 hours per week, with a six-month probationary period and benefits according to the Residual Bargaining Unit and the County Policy Manual, effective July 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create a second full-time, non-union position of Processing/Shipping Manager, \$12.84 per hour, 40 hours per week, with a six-month probationary period and benefits according to the County Policy Manual, effective July 22, 2020, per the recommendation of Jennifer Hibbard, Recycling Coordinator.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the changes to the Miscellaneous Compensation Schedule, Prison Inmate Labor, effective July 22, 2020.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to create the part-time, non-union position of Assistant Public Defender, 20 hours per week, \$36,000 per year, with a six-month probationary period and benefits according to the County Policy Manual and Government Mandated Requirements, effective July 22, 2020, per the recommendation of Linda LaBarbara, Public Defender.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to eliminate the full-time, non-union position of Assistant Public Defender, effective July 22, 2020, per the recommendation of Linda LaBarbara, Public Defender.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to close the Salary Board meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Commissioner Arnold declared the Salary Board meeting adjourned at 9:31a.m.

Attest:

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer

SB 20-11
8/26/2020

Commissioner Arnold called the Salary Board meeting to order at 9:29 a.m.

Present: Commissioners Arnold, Hall, and Herschel, Treasurer Miller

Public Comment on agenda items:
No public comments are made.

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 Salary Board Meeting.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to approve the 2021 Holiday Schedule.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to create the full – time, union-eligible position of GIS Technician, \$15.38 per hour, effective August 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 Rebekah Hubbard, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to create the full-time, union-eligible position of Probation Officer/Firearms Instructor, to be in addition to a current employee's job responsibilities, receiving an additional \$1.00 per hour added to the employee's base hourly rate, effective August 26, 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 Rebekah Hubbard, Chief Clerk.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to approve the Safety Shoe Purchase and Reimbursement Policy for the Susquehanna County Recycling Center.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Hall to close the Salary Board meeting at 9:31 a.m.
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Rebekah Hubbard, Chief Clerk

Susquehanna County Commissioners

Susquehanna County Treasurer