Susquehanna County Commissioners April 10, 2024 Agenda

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Hall, Darrow, and Herschel

Public Comment on agenda and non-agenda items:

1. Motion by Commissioner Second Commissioner

to close public comment.

- 2. Motion by Commissioner to approve the minutes of the March 27, 2024, Commissioners' Meeting with amendment to Item # 20 that new-hires Sarah Wood and Javier Valentin receive benefits according to the Residual Bargaining Agreement, not the Jail Bargaining Agreement.

 Second Commissioner
- 3. Motion by Commissioner the Salary Board Meeting. Second Commissioner

to recess the Commissioners Meeting and open

Returned to Commissioners Meeting at

a.m.

4. Motion by Commissioner

to ratify or approve the following:

- Cash Disbursement Journal dated 4/4/2024 for \$155,830.86 for General Expenses
- Cash Disbursement Journal dated 3/28/2024 for \$390,756.11 for General Expenses
- Cash Disbursement Journal dated 4/4/2024 for \$280,149.97 for Net Wages
- EFTPS dated 4/4/2024 for \$93,941.57 for Federal Payroll Taxes
- Electronic Payment dated 4/4/2024 for \$26,507.92 for Employee Retirement
- Electronic Payment dated 4/4/2024 for \$12,018.68 for State Withholding
- Electronic Payment dated 4/4/2024 for \$392.31 for PA SCDU
- Cash Disbursement Journal dated 4/4/2024 for \$109,701.70 for Children & Youth Second Commissioner
- 5. Motion by Commissioner to approve the following seminar and travel requests:
 - Thomas Zegar, GIS, PA GIS promos group, State College, PA, 4/10/2024 4/12/2024, Total Cost \$800.00. Cost to County \$800.00.

- Levi Schmidt, SCCF, Cell Extraction Procedures, Lewistown, PA, 4/15/2024-4/19/2024. Total Cost \$1,536.00. Cost to County \$1,536.00.
- Tyler House, SCCF, PA DOC Basic Training, Elizabethtown, PA, 4/22/2024 5/15/2024, Total Cost \$920.00. Cost to County \$920.00.
- Margaret Krupinski, Prothonotary, Spring Conference, Harrisburg, PA, 6/24/2024-6/28/2024, Total Cost \$1,382.00. Cost to County \$1,382.00.
- Jeffery Mead and Tara Wilbur, Veterans Affairs, PSACDVA Conference, Scranton, PA, 6/17/2024 6/21/2024, Total Cost \$1,508.92. Cost to County \$1,508.92.
- Duane Naugle, Planning, NTRPDC Meeting, Eagles Mere, PA, 4/19/2024, Total Cost \$0. Cost to County \$0.
- Scott Aylesworth, EMA, Command Trailer Training, Mt. Pleasant, PA, 4/15/2024-4/16/2024, Total Cost \$200.59. Cost to County \$200.59.
- John Collins and Todd Greenwood, 911, Command Trailer Training, Mt.
 Pleasant, PA, 4/15/2024-4/16/2024, Total Cost \$401.18. Cost to County \$401.18.
 Second Commissioner
- 6. Motion by Commissioner to enter into a Memorandum of Understanding between Susquehanna County Children & Youth Services and Wayne County Children & Youth Services for services provided under Attachment F (attached), effective from March 1, 2023, through June 30, 2023, and July 1, 2023 through December 15, 2023, per the recommendation of Michelle Graziano, Director of Children & Youth Services. Second Commissioner
- 7. Motion by Commissioner to purchase 5 weather stations to be placed at the Rush, Silver Lake, Susquehanna, Elk Mountain and Montrose tower sites from Earth Networks at a total cost of \$26,475.00 including installation, software and monitoring for 5 years, per the recommendation of Ryan Tator, Director of Public Safety/GIS and System Database Analyst.

 Second Commissioner
- 8. Motion by Commissioner to enter into a contract with TimeClock Plus, LLC, to add on the training environment, effective April 10, 2024, through April 10, 2025, at a total cost of \$3,500.00, per the recommendation of Rebekah Hubbard, Chief Clerk.

 Second Commissioner
- 9. Motion by Commissioner to enter into the EMT Training Agreements with the approved and registered students (list attached) for the Susquehanna County/Thompson Hose Company EMT Training Course, at a cost of \$1000.00 per student to be reimbursed to the County if the student does not successfully complete the course or work/volunteer as an EMT in Susquehanna County for at least 3 years following completion of the course, effective April 10, 2024.

Second Commissioner

10. Motion by Commissioner to rescind the motion made on August 24, 2022, in which \$3.6 million in ARPA and Act 13 funds were pledged towards the NTIA middle-mile broadband grant match.

Second Commissioner

- 11. Motion by Commissioner to enter into a contract with Capital Area Communications, Harrisburg, to upgrade the power rectifiers at the 911 tower sites, at a total one-time cost of \$209,734.08, paid partially with PEMA funding and ARPA funds, effective April 10, 2024, through project completion.

 Second Commissioner
- 12. Motion by Commissioner to enter into a contract with Strollo Architects, Inc., Orlando, FL, for comprehensive Master Plan services, Phase I predesign & budget assessment services, at a total cost of \$150,000.00, effective April 10, 2024, pending the review of the Solicitor. Second Commissioner
- 13. Motion by Commissioner to acknowledge, with regret, the resignation of Annalie Barnhart from the position of 2nd Deputy Prothonotary/Clerk of Courts, effective May 1, 2024, per Jan Krupinski, Prothonotary/Clerk of Courts.

 Second Commissioner
- 14. Motion by Commissioner to acknowledge, with regret, the resignation/ retirement of Allen Smith from the position of Adult Probation Officer, effective May 15, 2024, per President Judge Jason Legg.

 Second Commissioner
- 15. Motion by Commissioner to accept, with regret, the resignation/retirement of Trudy Perez from the position of Office Manager, effective May 31, 2024, per the recommendation of Linda LaBarbera, Public Defender.

 Second Commissioner
- 16. Motion by Commissioner to approve the hiring of the below list of candidates, all with 6-month probationary period:

 Second Commissioner

NAME	ADDRESS	POSITION	GRADE	START DATE	BENEFIT DETAILS	PER THE RECOMMENDATION OF
Samantha Warner	Montrose	P/T Corrections Officer	4	4/3/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte
Thomas Zegar	New Milford	GIS Technician	7	4/9/2024	County Policy Manual	Stephen Janoski, Director of IT/GIS Coordinator
Mackenzie Wilbur	Nicholson	P/T Adult Probation Officer	5	4/18/2024	Probation Bargaining Agreement & County Policy Manual	President Judge Jason Legg
Cheverly Chichura	Clifford	Adult Probation/Parole Officer – Treatment Court	5	4/15/2024	Probation Bargaining Agreement & County Policy Manual	President Judge Jason Legg
Kiera Short	Brackney	911 Telecommunicator	4	4/15/2024	Residual Bargaining Agreement & County Policy Manual	John Collins, 911 Coordinator

17. Motion by Commissioner to approve the transfer of the below list of employees, all with a 6-month probationary period:

Second Commissioner

NAME	POSITION	GRADE	EFFECTIVE DATE	BENEFIT DETAILS	PER THE RECOMMENDATION OF
Carol Strohl	From P/T Corrections Officer to F/T Corrections Officer	4	3/28/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte
Avery Wiese	From P/T Corrections Officer to F/T Corrections Officer	4	3/28/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte
Samuel Cosmello	From P/T Corrections Officer to F/T Corrections Officer	4	3/28/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte
Darcia Mason	From P/T Corrections Officer to F/T Corrections Officer	4	4/4/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte
Kristi Tedesco	From P/T Corrections Officer to F/T Corrections Officer	4	4/4/2024	Jail Bargaining Agreement & County Policy Manual	Warden Vincent Chiaramonte

- 18. Motion by Commissioner to approve Proclamation 2024-11, proclaiming April 14-20, 2024, as Public Safety Telecommunicators Week in Susquehanna County. Second Commissioner
- 19. Motion by Commissioner to approve Proclamation 2024-12, proclaiming April 21-27, 2024, as Crime Victims' Rights Week in Susquehanna County.

 Second Commissioner
- 20. Motion by Commissioner to close the Commissioners' Meeting. Second Commissioner

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