

Susquehanna County Commissioners
February 12, 2025
Agenda

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

Pledge of Allegiance to the Flag.

Moment of Silence

Present: Commissioners Hall, Darrow, and McNamara.

Employee Years of Service Recognition:

Anthony Bartok	Probation	5
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Public Comment on agenda and non-agenda items:

1. **Motion by Commissioner to close public comment.**
Second by Commissioner

2. **Motion by Commissioner to approve the minutes of the January 22, 2025 Commissioners Meeting.**
Second by Commissioner

3. **Motion by Commissioner to ratify or approve the following:**
 - **Cash Disbursement Journal dated 1/23/2025 for \$403,421.92 for General Expenses**
 - **Cash Disbursement Journal dated 1/23/2025 for \$96,808.61 for General Expenses**
 - **Cash Disbursement Journal dated 1/22/2025 for \$42,829.03 for Children & Youth**
 - **Cash Disbursement Journal dated 1/21/2025 for \$12,475.34 for FNB Credit Cards**
 - **Cash Disbursement Journal dated 1/30/2025 for \$355,157.12 for General Expenses**
 - **Cash Disbursement Journal dated 1/23/2025 for \$286,703.46 for Net Wages**
 - **EFTPS dated 1/23/2025 for \$93,185.73 for Federal Payroll Taxes**
 - **Electronic Payment dated 1/23/2025 for \$30,022.35 for Employee Retirement**
 - **Electronic Payment dated 1/23/2025 for \$12,157.76 for State Withholding**
 - **Electronic Payment dated 1/23/2025 for \$806.54 for PA SCDU**
 - **Cash Disbursement Journal dated 2/6/2025 for \$293,521.44 for General Expenses**
 - **Cash Disbursement Journal dated 2/6/2025 for \$287,123.72 for Net Wages**
 - **EFTPS dated 2/6/2025 for \$93,587.60 for Federal Payroll Taxes**
 - **Electronic Payment dated 2/6/2025 for \$29,673.26 for Employee Retirement**
 - **Electronic Payment dated 2/6/2025 for \$12,283.06 for State Withholding**
 - **Electronic Payment dated 2/6/2025 for \$806.54 for PA SCDU**

Second by Commissioner

4. Motion by Commissioner to approve the following seminar and travel requests:

- **Patti Peltz, Planning/Ag Easement, Penn State Extension Ag Days, 3/21/2025, Total Cost: \$127.80. Cost to County: \$127.80.**
- **Michele Jerauld, Linda Daly, Trish Kuiper, DRAP Training Conference, Gettysburg, PA, 10/19/2025-10/23/2025, Total Cost: \$4,457.00. Cost to County \$0.**
- **Nathaniel Wallace, EMA, Homeland Security Conference, Washington, D.C, 8/24/2025-8/28/2025, Total Cost: \$0. Cost to County: \$0.**
- **Suzanne Swart, CYS, PCYA Quarterly Conference, Gettysburg, PA, 3/12/2025-3/14/2025. Total Cost: \$1,113.06 Cost to County: \$325.61.**
- **Alan Hall, David Darrow, Robert McNamara, Rebekah Hubbard, CCAP Legislative Conference, Harrisburg, PA, 3/16/2025-3/18/2025, Total Cost: \$3,205.76. Cost to County: \$3,205.76.**
- **Nicholas Conigliaro, Probation, Firearms Instructor Course, Bethlehem, PA, 9/22/2025-9/26/2025. Total Cost: \$1,759.00. Cost to County: \$1,759.00.**
- **Nicholas Conigliaro, Probation, Firearms Instructor Course, Dingmans Ferry, PA, 6/23/2025-6/27/2025. Total Cost: \$1,931.65. Cost to County \$1,931.65.**
- **Stephen Janoski, IT/GIS, CCAP Quarterly IT meeting, Harrisburg, PA, 3/11/2025-3/12/2025, Total Cost: \$787.00. Cost to County: \$787.00.**
- **Samantha Roszel, Ashely Hendel, Kevin Munley, 911, PA APCO 2025 Conference, Lancaster, PA, 3/30/2025-4/2/2025. Total Cost: \$1,409.00. Cost to County \$1,409.00.**

Second Commissioner

5. Motion by Commissioner to enter into a contract between Susquehanna County Children and Youth Services and Bree Riley, Psy.D., S. Abington, PA, for client services and assessment at \$480.00 per hour and court fees of \$2,400.00 half day/\$4,800.00 full day, effective July 1, 2024, through June 30, 2025, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner

6. Motion by Commissioner to enter into a contract between Susquehanna County Children and Youth Services and Outside In School of Experiential Education, Inc., Bolivar, PA, for services at a per diem rate of \$359.00/day plus mileage and residential services at a per diem rate of \$348.00 per day, effective July 1, 2024 through June 30, 2025, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
Second by Commissioner

7. Motion by Commissioner to enter into an agreement with Tu-Way Mobile Communications, Inc., Bethlehem, PA, for CPE and ESI Net maintenance at a total cost of \$84,549.04, effective February 12, 2025, through February 12, 2026, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.
Second by Commissioner

8. **Motion by Commissioner** to approve a change order from Motorola Solutions on the 911 dispatch console support, to add the consoles at the backup center and change the end date of the contract to December 31, 2028, at a total cost of \$107,501.72, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Systems Database Analyst.
Second by Commissioner
9. **Motion by Commissioner** to appoint the attached list of volunteers to the Susquehanna County Local Emergency Planning Committee, effective through February 28, 2026.
Second by Commissioner
10. **Motion by Commissioner** to appoint Fred Cicilioni, Susquehanna, to the Susquehanna County Economic Development Committee, effective February 12, 2025, through December 31, 2025.
Second by Commissioner
11. **Motion by Commissioner** to enter into an Intergovernmental Agreement with the County of Wayne/Wayne County Correctional Facility for the housing of Susquehanna County inmates at a cost of \$118 per day, effective January 1, 2025, through December 31, 2025.
Second by Commissioner
12. **Motion by Commissioner** to enter into an agreement with Thomas Reuters and West Publishing Corporation for the law library at the Correctional Facility, at a total cost of \$379.00 per month, effective March 1, 2025, through March 1, 2028.
Second by Commissioner
13. **Motion by Commissioner** to enter into a contract with Tower Services Unlimited for the Webber communications site, at a total cost of \$471,798.00 for the tower build, paid with PEMA and Act 13 funding.
Second by Commissioner
14. **Motion by Commissioner** to enter into a contract with Viapath Technologies, Falls Church, VA, for inmate telephone service, IP enabled tablets, and OMS management and support, paid with inmate call fees and a commission of 20% of all video visitation fees paid, effective February 12, 2025 through February 12, 2030.
Second by Commissioner
15. **Motion by Commissioner** to purchase one 2024 Chevrolet Tahoe command/drone response vehicle from Utilitac, Ridgeway, PA, with upfitting to include the radio and command center with installation, emergency lighting and technology upgrades at a total cost of \$77,696.37 plus P25 digital radio station for a total cost of \$10,457.86, paid with LEPC funding.
Second by Commissioner
16. **Motion by Commissioner** to enter into a hazardous materials emergency response agreement with Eagle Response Services, Bellefonte, PA, for services including spills, discharges, or other hazardous materials/chemicals emergencies, at a total cost not to exceed \$10,000 per incident, with the responsible party to be billed

for all costs incurred before the County, effective February 12, 2025, per the recommendation of Scott Aylesworth, EMA Coordinator.
Second by Commissioner

17. Motion by Commissioner to enter into a lease agreement with Weber Living Trust, Lansdale, PA, to construct a 911 tower on a portion of the property located at 1965 Liberty Park Road, Hallstead, PA, for the total cost of \$120,000.00, effective February 12, 2025, through February 22, 2075.
Second by Commissioner

18. Motion by Commissioner to enter into a contract with MCM Consulting Group, Inc., State College, PA, for a county-wide commodity flow study at a total cost of \$13,158.00, paid in part with HMEP grant funding, per the recommendation of Scott Aylesworth, EMA Coordinator.
Second by Commissioner

19. Motion by Commissioner to approve change order #1 for the Susquehanna County P25 Upgrade project, approving the changes in language to the termination clauses, with no change in price.
Second by Commissioner

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

NAME	ADDRESS	POSITION	GRADE	RATE	EFFECTIVE DATE	BENEFIT DETAILS	PER THE RECOMMENDATION OF
Kimberly Gazzillo	Montrose	Case Aide I	2	\$15.06	2/3/2025	Residual	Suzanne Swart, Director of CYS
Faith Wisinski	New Milford	F/T Telecommunicator	4	\$17.97	1/30/2025	Residual	John Collins, 911 Coordinator
Katelynn Killie	Laceyville	F/T Telecommunicator	4	\$17.97	1/30/2025	Residual	John Collins, 911 Coordinator
Kevin Munley	Clifford	Shift Supervisor/CAD Manager	8	\$24.75	1/30/2025	County Policy Manual	John Collins, 911 Coordinator
Amy Stankiewicz	Kingsley	F/T CO/Cook	4	\$16.47	1/30/2025	Jail	Deputy Warden John Karakash
Jarrett Tyler	Springville	P/T Corrections Officer	4	\$16.47	2/6/2025	Jail	Warden Gordon Traveny
Jocelyn Maskaly	New Milford	P/T Corrections Officer	4	\$16.47	2/10/2025	Jail	Deputy Warden John Karakash

Second by Commissioner

21. Motion by Commissioner to approve the transfer of Carol Strohl from the position of full-time Corrections Officer to the full-time, union-eligible position of Corrections Officer/Cook, grade 4, \$16.47 per hour, effective February 2, 2025, with a six-month probationary period and benefits according to the Jail Bargaining Agreement and the County Policy Manual, per the recommendation of Warden Gordon Traveny.
Second by Commissioner

22. Motion by Commissioner _____ to reinstate Elizabeth Karpov to the full-time, non-union position of Fiscal Office Manager, effective February 12, 2025, per the recommendation of Suzanne Swart, Director of Children and Youth Services.
 Second by Commissioner _____

23. Motion by Commissioner _____ to approve the following list of terminations:

NAME	POSITION	EFFECTIVE DATE	PER THE RECOMMENDATION OF
Gregory White	F/T Corrections Officer	1/22/2025	Warden Gordon Traveny
Casmer Bielby	F/T Corrections Officer	1/27/2025	Warden Gordon Traveny
Jason Slater	F/T Corrections Officer/Cook	1/30/2025	Warden Gordon Traveny
Catherine Rauch	2 nd Deputy Prothonotary/Clerk Of Courts	2/3/2025	Jan Krupinski, Prothonotary/Clerk of Courts
Kimberly Gazillo	CYS Case Aide	2/4/2025	Suzanne Swart, Director of Children and Youth Services

Second Commissioner _____

24. Motion by Commissioner _____ to accept, with regret, the resignation of the following employees:

NAME	POSITION	EFFECTIVE DATE	PER THE RECOMMENDATION OF
John Colton	Deputy Sheriff	1/22/2025	Sheriff Lance Benedict
Wesley Campbell	Judicial Paralegal	2/3/2025	President Judge Jason Legg
Kathy Ragard	DA Office Manager	2/19/2025	District Attorney Marion O'Malley

Second by Commissioner _____

25. Motion by Commissioner _____ to approve Resolution 2025-2, to name Commissioner Hall and Commissioner Darrow as authorized signers for all documents and agreements for the Commonwealth Financing Authority for the bridge painting grant application.
 Second by Commissioner _____

26. Motion by Commissioner _____ to request proposals for the Susquehanna County Courthouse front gardens and County Green/Triangle landscape project. All proposals are due by 12 noon on February 15, 2025, to the Chief Clerk's Office. Bid specs are available at www.susqco.com or by contacting the Chief Clerk.
 Second by Commissioner _____

27. Motion by Commissioner _____ to advertise for bid on Municibid for the following vehicle:
 2018 Dodge Van VIN: 2C7WDGBG2JR258905 MILEAGE 86,754
 Second by Commissioner _____

28. Motion by Commissioner _____ to open and award, following the review by _____

**the LEPC and the Solicitor, the proposals for the development, design, facilitation, and control of the full-scale train derailment/hazmat exercise.
Second by Commissioner**

**29. Motion by Commissioner to close the Commissioners' Meeting.
Second by Commissioner**

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