

Susquehanna County Commissioners
July 24, 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 to close public comment.
Second Commissioner

2. Motion by Commissioner to approve the minutes of the July 10, 2024,
Commissioners' Meeting.
Second Commissioner

3. Motion by Commissioner to ratify or approve the following:
 - Cash Disbursement Journal dated 7/10/2024 for \$180,259.68 for General Expenses
 - Cash Disbursement Journal dated 7/15/2024 for \$612.42 for Jury Pay
 - Cash Disbursement Journal dated 7/18/2024 for \$330,626.42 for General Expenses
 - Cash Disbursement Journal dated 7/11/2024 for \$266,273.42 for Net Wages
 - EFTPS dated 7/11/2024 for \$88,447.11 for Federal Payroll Taxes
 - Electronic Payment dated 7/11/2024 for \$27,812.49 for Employee Retirement
 - Electronic Payment dated 7/11/2024 for \$11,371.71 for State Withholding
 - Electronic Payment dated 7/11/2024 for \$579.66 for PA SCU
 - Cash Disbursement Journal dated 7/11/2024 for \$92,207.06 for General Expenses
 - Cash Disbursement Journal dated 7/18/2024 for \$737.44 for General Expenses
 - Cash Disbursement Journal dated 7/19/2024 for \$26,114.30 for FNB Credit Cards
 - Cash Disbursement Journal dated 7/17/2024 for \$53,434.12 for Children and YouthSecond Commissioner

4. Motion by Commissioner to approve the following seminar and travel requests:
 - Kaelin Shiptoski, District Attorney's Office, Victims Rights Foundational Academy, State College, PA, 7/23/2024-7/26/2024, Total Cost \$304.40. Cost to County \$304.40.
 - John Collins, 911, PA NENA Conference, State College, PA, 9/18/2024-9/20/2024, Total Cost: \$583.00. Cost to County: \$583.00.
 - Ryan Tator, Public Safety, PA NENA Conference, State College, PA, 9/18/2024-9/20/2024, Total Cost: \$583.00. Cost to County: \$583.00.Second Commissioner

5. **Motion by Commissioner** to enter a professional services contract with Eaton Corporation, Boothwyn, PA, for upgrades to the UPS units at the Public Safety Center, including preventative maintenance for one year and emergency response, at a total cost of \$14,351.00, effective July 21, 2024, through July 20, 2025, per the recommendation of Ryan Tator, Director of Public Safety/GIS and Database Analyst.
Second Commissioner
6. **Motion by Commissioner** to enter into purchase of service agreement between Susquehanna County Children and Youth Services and JusticeWorks Youthcare, Pittsburgh, PA, for services per the attached schedule, effective July 1, 2023, through June 30, 2024, per the recommendation of Michelle Graziano, Director of Children and Youth Services.
Second Commissioner
7. **Motion by Commissioner** to upgrade the Montrose tower site, including the following services:
Generator replacement – 30kw Kohler, including switch, wiring, delivery, setup, and testing by Lawton Power Systems, Lawton, PA - \$21,077.56
New 11*16 concrete communications shelter, including foundation, electrical, propane, crane placement service, etc by Tower Services Unlimited, Inc., Harrisburg, PA - \$193,410.00
Per the recommendation of Ryan Tator, Director of Public Safety/GIS and Database Analyst.
Second Commissioner
8. **Motion by Commissioner** to enter into a professional service contract with Gila, LLC, dba Municipal Services Bureau, Horseheads, NY, for online payment processing services for the Prothonotary/Clerk of Courts offices, costs as outlined on the attached schedule, per the recommendation of Jan Krupinski, Prothonotary/Clerk of Courts.
Second Commissioner
9. **Motion by Commissioner** to enter into a purchase of service agreement between Susquehanna County Children and Youth Services and Unites Charities Inc. of Hazleton, for services under certificate #227350 at a per diem rate of \$185.00, effective July 1, 2024 through June 30, 2025, per the recommendation of Michelle Graziano, Director of Children and Youth Services.
Second Commissioner
10. **Motion by Commissioner** to approve the purchase of one DJI Matrice 350 RTK drone with thermal camera, carrying case, batteries, and additional accessories from Flymotion, LLC, Tampa, FL, at a total cost of \$41,196.00, paid for with ARPA funds, per the recommendation of Todd Greenwood, 911/EMA Systems Administrator.
Second Commissioner
11. **Motion by Commissioner** to approve the purchase of one 2024 Ford F-350 with snow maintenance upfitting from New Holland Auto Group, New Holland, PA, for the Maintenance department at a total COSTARS price of \$70,817.00, paid for with ARPA funding.
Second Commissioner

12. Motion by Commissioner _____ to ratify and approve, with regret, the resignation of Stacy Groncki from the position of full-time 911 Telecommunicator, effective July 9, 2024, per Ryan Tator, Director of Public Facilities/GIS and Database Analyst.
Second Commissioner

13. Motion by Commissioner _____ to approve, with regret, the resignation of Patricia Lewis from the position of full-time Corrections Officer, effective August 1, 2024, per Warden Gordon Traveny
Second Commissioner

14. Motion by Commissioner _____ to approve, pending pre-employment screening, the hiring of Stacy Atkinson, Greenfield Township, to the open, full-time, non-union position of Shift Supervisor/CAD Manager, Grade 8, \$23.97/hr., effective August 15, 2024, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of John Collins, 911 Coordinator.
Second Commissioner

15. Motion by Commissioner _____ to ratify and approve the hiring of Athena Welch, Montrose, to the open, full-time, union-eligible position of Field Appraiser Trainee, Grade 4, \$14.54/hr., effective July 9, 2024, with a six-month probationary period and benefits according to the Residual Bargaining Agreement and County Policy Manual, per the recommendation of Sarah Seamans, Director of Assessment, Chief Assessor.
Second Commissioner

16. Motion by Commissioner _____ to advertise for bid on Municibid the following vehicle:
2017 Ford Explorer VIN#: 1FM5K8B81HGC17380 Mileage: 153,427
Second Commissioner

17. Motion by Commissioner _____ to close the Commissioners' Meeting.
Second Commissioner

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