

January 18, 2024

There was a Commissioners meeting at 2:00 PM in the Commissioners Conference Room at 700 Sawmill Road, Small Conference Room for the regular scheduled Commissioners meeting. In attendance were Commissioners Brewer, Karschner, Kovach, Solicitor McDonald, Prothonotary Stroup, Treasurer Creveling, Jean Lapinski, Michele Frye, and Marcie Strachko. Via zoom were the following individuals Jenn Long, Don Coleman, Jodi Cook, MJ Mahon, Janelle Neidig, Tim Murphy and Kelly O'Brien.

Commissioner Brewer called the meeting to order and asked that we stand and pledge the flag, he then called for the approval of the minutes of the prior meeting.

Motion by Karschner, seconded by Kovach; all approved.

Commissioner Brewer then called for a report of the work session: There was a 10:00 work session held. In attendance were Commissioners Brewer, Kovach, Karschner, Solicitor McDonald, Treasurer Creveling, Prothonotary Stroup, Marcie Strachko, Jean Lapinski, Michelle Frye, Betsy Rubio, and MJ Mahon. Via zoom were the following individuals: Alex Karpinski, Jeremy Brown, Tim Murphy, Don Coleman, Jenn Long, Eric Boughner and Marina Smith. Commissioner Brewer called the meeting to order. Betsy Rubio explained she was there for two items. Betsy said Lori Gordner will come out of retirement and serve as the interim Certifying Office for Environmental Review records until a permanent Executive director is found. It was acknowledged that the loss of Matt Hess is huge and we are lucky Lori is helping out. Betsy also asked for the approval of a six-month extension on the CDBG contract C000075689 for 2020. She mentioned Briar Creek is selling a parcel on Summerhill Road and they are looking for a donation for property on Back Branch Road. Janelle Neidig needs approval of the 2024 PA SAVIN contract which is afforded to victims regarding certain notifications related to incarcerated individuals. The agenda was reviewed by Marcie Strachko with the first item being approval the advertisement for the lease of the Columbia County farm for farming purpose. The warden is seeking approval to use commissary money for the following upgrades: Prison's WIFI \$44,642, Beacon Upgrade \$41,783 and the Control Panel Upgrade \$163,400. Jenn Long needed Commissioner Karschner's signature for the Local Emergency Planning Committee (LEPC) letter that goes to PEMA. Lastly, approval of tax/cost/interest moved out of campground with no permit: Parcel #20-06-004-01,184 in the amount of \$119.88. A motion was made to add to the 2:00 Meeting a discussion of Castle Consulting's recommendation for the Retirement Fund. Karschner made the motion and Kovach seconded; all approved. Marcie then reviewed the hires, step increase, promotions for both the Commissioners and Courts along with resignations, terminations, and retirements. Jean reviewed available cash is \$3,135,931.72 as well as the bills for the last pay period of 1/5/24. After that, Kovach made a motion to adjourn the meeting; Karschner seconded. Brewer declared meeting over.

#### DEPARTMENT REPORTS:

- Sheriff : Total amount for 2023 was \$150,036.08 up \$18,510.82 from 2022
- Clerk of Courts: 2023 Total for county was \$363,934.52
- Prothonotary and Clerk of Orphans Courts 2023 total \$272,691.63
- Treasurer: Total 2023 Commissioner is \$3050.00.
- Screeners: Courthouse: 5875 total visitors, 3227 total alarms  
Annex: 4552 total visitors, 2511 total alarms
- Magistrates:
  - Total Magistrates in 2023 was \$316,308.90. \$21,138.83 more than in 2022

OLD BUSINESS: None

#### NEW BUSINESS:

- A. Approve the advertisement for the lease of the Columbia County farm for farming purposes.
  - Kovach motioned; Karschner seconded  
All approved
- B. Approve the 2024 PA SAVIN contract which is afforded to victims regarding certain notifications related to incarcerated individuals
  - Brewer motioned; Kovach seconded  
All approved

- C. Approve the use of Commissary funds for the update of the Prison's WIFI and Beacon Upgrade
- Karschner motioned; Kovach seconded  
All approved
- D. Approve the use of Commissary funds for the Control Panel Upgrade at the Prison
- Kovach motioned; Karschner seconded  
All approved
- E. Approve Commissioners Brewer, Karchner, and Kovach to the Local Emergency Planning Committee (LEPC)
- Brewer motioned; Kovach seconded  
Approved; Karscher abstained
- F. Approve Lori Gordner as the interim Certifying Officer for Environmental review records
- Karschner motioned; Kovach seconded  
All approved
- G. Approve the 6-month extension on CDBG contract C000075689 for 2020
- Brewer motioned; Kovach seconded  
All approved
- H. Approve Castle Consulting's recommendations for the Columbia County Retirement Plan.
- After further discussion, this was tabled until the next meeting.  
Kovach motioned; Brewer seconded  
All approved
- I. Approve the exoneration of tax/cost/interest for a camper moved out of campground with no permit:
- Parcel# 20-06-004-01,184                      \$119.88
    - Karschner motioned; Kovach seconded  
All approved
- J. APPROVE THE FOLLOWING HIRES/STEP INCREASES/PROMOTIONS:
- Heather Zegarski, LPN, Prison, 6mo step increase, 1/10/2024
  - Tyler Geringer, FT CO, Prison, 10yr step increase, 1/19/2024
  - Christopher Moser, Training Officer, Prison, Promotion, 1/21/2024
  - Seth Moyer, FT CO, Prison, Promotion, 02/18/2024
  - Karschner motioned; Kovach seconded  
All approved
- K. APPROVE THE DATES OF THE FOLLOWING ELECTED OFFICIALS/COURT EMPLOYEE HIRES/STEP INCREASES/PROMOTIONS:
- Denise Clouser, Adm Asst, PJ Courts, 7yr step increase, 1/17/2024
  - Brittani Shaffer, Secretary, DRO, 6mo step increase, 02/07/2024
  - Brenda Berlin, Jud Secretary, MDJ Lawton, 6mo step increase, 2/21/2024
  - Kovach motioned; Karschner seconded  
All approved
- L. APPROVE THE DATES OF THE FOLLOWING RESIGNATIONS/TERMINATIONS/RETIREMENTS:
- Tyler Geringer, FT CO, Prison, Resignation, 2/1/2024
  - Karschner motioned; Brewer seconded  
All approved

CORRESPONDANCE:

- Northcentral Pennsylvania Conservancy reminder they need to be notified at least 30 days prior to the closing of any sale, transfer or long-term lease of an eased property.
- Cheetah Chassis Equipment notified all of their employees they may be affected by a possible layoff due to a reduction of orders.
- Seda-Cog announces a public meeting for January 15, 2024 at 7:00 PM to receive comments on a proposed substantial amendment to its FFY 2023 CDBG annual Action Plan regarding how funds will be allocated for Berwick Borough.
- Talen Energy notified a change of address for them.
- Tri-County Cog IBC Inspection Service notification they are changing software companies for tracking and issuing permits. They are requesting an ESRI file, GEO database of parcels IDs, names and addresses. They understand there are fees involved.
- PAPUC is advising a final inspection will be held on January 16, 2024 at 10:00 AM for four altered public at-grade crossings.
- Cleveland Township supplied an updated list of their 2024 officials.
- The Federal aviation Admin is conducting an aeronautical study concerning (ASN) 2023-WTE-6617-OE
- Effective February 1, 2024, Bloomsburg EMS-Mifflinville (MICU/AMB840) will be out of service immediately.
- Patriot Treatment Plant are applying for renewal of NPDES Permit No. PA0111937 with PA Dept of Environmental Services.

APPROVAL OF BILLS: Karschner motioned, Kovach seconded  
All Approved

PUBLIC COMMENT:

Commissioner Kovach noted a separate fund for 2024 opioid checks was created.

AJOURN:

With no further business to discuss, the meeting was adjourned on a motion by Karschner and seconded by Kovach. The motion passed.

Attest: \_\_\_\_\_  
Marcie Strachko