

June 5, 2025

There was a Commissioners meeting at 2:00 PM in the Commissioners Conference Room at 700 Sawmill Road, Small Conference Room for the regularly scheduled Commissioners meeting. In attendance were Commissioners Brewer, Karschner, Kovach, Solicitor Marinos, David Witchey, Treasurer Creveling, Jean Lapinski, Marcie Strachko, Rachael Swartwood, Karla Alexandra, and Eric Boughner. Via Zoom were Jenn Long, and MJ Mahon.

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 Kovach seconded by Karschner; all approved.

Commissioner Brewer then called for a report of the work session: The work session report is as follows, at 10:00 AM there was a work session held. In attendance were Commissioners Brewer, Karschner, Kovach, Solicitor Marinos, David Witchey, Marcie Strachko, Bobby Christianson, Treasurer Creveling, Betsy Rubio, Beth Burke, Karla Alexander, Frank Spaide, Treasurer Creveling, Bobby Christensen, MJ Mahon, Rachael Swartwood, Doyle Shadle, and Joe Yodock. Via zoom were Athena Aardweg, Tim Murphy, Jenn Long, and Tom Frace. Chairman Brewer asked Karla to start the work session and she announced that this is their annual public meeting that is required when applying for HSDF Funds. She then reviewed the various programs that fall under the specifics HSDF Funds for the 2025-2026 year. Beth and Betsy then reviewed their four items that were on the agenda and reviewed in detail the CDBG modification of 2023 moving \$78,359.68 to Trinity House with Veterans Preference and LMI unit apartments. Joe Yudock discussed his business that is related to the flood wall, the Commissioners explained to him that he would need to discuss with Chris Anderson and then the engineers about such a structure. The Commissioners then discussed the two Hotel Tax funding requests the first is the Kayak Adventure Series that requested 5K and the other is the Four Wheel Jamboree, however the Commissioners did not have a requested amount. Commissioner Kovach then had two items to mention during the work session with the first being recognizing Head Start’s 60 years of providing services, he also asked that we take a moment for the 81st Anniversary of D-Day and all those that served. The rest of the agenda was then reviewed, Marcie then reviewed the Hires/Steps/Promotions. After which the work session was adjourned.

DEPARTMENT REPORTS:

Sheriff Screener – May Report:

Courthouse:		
Visitors		7,478
Alarms		3,483
Weapons:	Guns	5
	Knives	34
	Misc	22
Annex:		
Visitors		5,990
Alarms		2,023
Weapons:	Guns	6
	Knives	34
	Misc	12

Register & Recorder – May Report:

Total remitted to the County was \$31,680.68	
Total business all sources was \$1,332,213.91	
Number of Deeds recorded for April was 116	
Number of Mortgages recorded for April was 145	

Sheriff Revenue – May Report

Interest:	\$ 1,139.24
Civil	\$ 3,112.00
Lic To Carry	\$ 2,318.00
Lic to Sell Firearms	\$ 0.00
Lic to Sell Precious Metals	\$ 0.00
Personal Prop	\$ 384.00

Real Estate	\$ 5,584.52
Transports	\$ 0.00
Warrant	\$ 1,639.50
Total	\$14,177.26

Treasurer for May 2025:

Total Dog Licenses:	\$379.00
Total Fish Licenses:	\$ 9.00
Total Boat Licenses:	\$ 9.00
Total Hunting Licenses:	\$397.00

OLD BUSINESS: None

NEW BUSINESS:

A. Public meeting with Agape and Gatehouse regarding their 2025-2026 HSDF Grant Proposal

B. Discussion regarding the Commissioners support utilizing Tourism funds for the 4 Wheel Jamboree Summer Nationals

C. Approve Kayak Tours Fishing Tournament request for \$5,000 from the Tourism Funds

Motion by Commissioner Kovach; seconded by Commissioner Karschner; all approved

D. Approve Elizabeth Burke as the County's Fair Housing Officer

Motion by Commissioner Karschner; seconded by Commissioner Kovach; all approved

E. Approve Elizabeth Burke as the County's Certifying Officer

Motion by Commissioner Kovach; seconded by Commissioner Brewer; all approved

F. Approve Betsy Rubio as the County's 504 Officer, this individual is responsible for ensuring compliance with Section 504 of the Rehabilitation Act of 1973

Motion by Commissioner Karschner; seconded by Commissioner Kovach; all approved

G. Approve the \$78,359.68 modification of CDBG 2023

Motion by Commissioner Kovach; seconded by Commissioner Brewer; all approved

H. Approve the sale of seven properties listed in the repository of unsold properties, each property sold for \$500 each, properties are located in Centralia

Motion by Commissioner Kovach; seconded by Commissioner Karschner; all approved

I. Approve the agreement between the Commissioners and Acrisure, they provide the Counties Actuary Services. The annual fee is \$11,900 for each year of 2025 & 2026

Motion by Commissioner Brewer; seconded by Commissioner Karschner; all approved

J. Approve the Resolution 2-2025 for the Counties Municipal Waste Plan

Motion by Commissioner Kovach; seconded by Commissioner Brewer; all approved

K. Approve the County payment to be a member of Chamber of Commerce in the amount of \$305.00

Motion by Commissioner Karschner; seconded by Commissioner Kovach; all approved

L. APPROVE THE FOLLOWING HIRES, STEP INCREASES, and PROMOTIONS:

- Amanda Leavens, Office Manager, PD, 4 yr step increase, 6/7/25
- Joseph Grenuk, Sr. Certified Telecommunicator, ECEN, 6/13/25
- Nolan Coombe, CO, Jail, 6 month step increase, 5/10/25

- Nikki Apple, PT CO, Jail, 2 yr step increase, 5/22/25
- Cooper Watkins, Sgt, Jail, 4 yr step increase, 5/30/25
- Brennan Davi, CO, Jail, 2 yr step increase, 6/04/25
- Xiomaris Fontenaz, CO, Jail, 6 month step increase, 6/09/25
- Joselyn Matias, CO, Jail, 6 month step increase, 6/09/25
- Drake Richard, CO, Jail, 6 month step increase, 6/09/25
- Maverick Ferrara, CO, Jail, 6 month step increase, 6/09/25
- Gabrielle Brennan, LPN, Jail, 1 yr step increase, 6/24/25
- Nicholas Snyder, CO, Jail, 4 yr step increase, 6/27/25

Motion by Commissioner Kovach; seconded by Commissioner Brewer; all approved

M. APPROVE THE DATES OF THE FOLLOWING ELECTED OFFICIALS and COURT EMPLOYEE HIRES, STEP INCREASES, and PROMOTIONS:

- None

N. APPROVE THE DATES OF THE FOLLOWING RESIGNATIONS, TERMINATIONS, AND RETIREMENTS:

- Rocco Robinson, CO, Jail, Termination, 5/29/25
- Phillip Snyder, CO, Jail, Resignation, 5/30/25
- Jordan Fosse. CO, Jail, Resignation, 5/31/25
- Alexis Pyzia, Caseworker 1, CYS, Resignation, 6/4/25

Motion by Commissioner Kovach; seconded by Commissioner Brewer; all approved

CORRESPONDANCE:

- The Commissioners were informed of a request for a notification of a water obstruction permit to Department of Environmental Protection for an Ag Crossing at 588 Summerhill Road Oman Rad in Berwick.
- The Commissioners were notified by PennDot regarding a Bridge Replacement at Draketown Road in Orange Township.
- The Northcentral Pennsylvania Conservancy notified the Commissioners that their Easement at the Vera Rishel Property that there are no known unresolved non-compliance issues at the property.

APPROVAL OF BILLS:

Approve the bills dated 5/09/2025 in the amount of \$1,955,121.15

Motion by Commissioner Karschner; seconded by Commissioner Kovach; all approved

Approve to pay Keystone Applicators \$1,228.50

Motion by Commissioner Kovach; seconded by Commissioner Brewer; abstain by Karschner, motion passes

PUBLIC COMMENT:

None

AJOURN:

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

Attest: _____
David J Withey