

COMMISSIONERS MEETING AGENDA

May 27, 2025

Call Wyoming County Prison Board meeting to order with the Pledge of Allegiance to the Flag

Approve Agenda

Approve minutes of the April 29, 2025 Prison Board meeting

Warden's Report

Old Business

New Business

Public Comments

Adjournment

Call the Wyoming County Commissioner's meeting to order.

Are there any Agenda items to add?

Public Comments for action items only before vote

Approve Agenda

Approve minutes of May 13, 2025 meeting

Amber Franko, Chief Clerk Report

Attorney Paul Litwin III, Solicitor Report

Correspondence

- Letter received from the PA Dept of Human Services
- Email received from Wyoming County Health

Commissioner's Activity report

Action Items from May 13, 2025 meeting

- Discussed and voted to approve payment of the bills
- Discussed and voted to send a letter of support for the Wyoming County Cultural Center grant from the Appalachian Regional Commission for proposed improvements to the Dietrich. There is no cost or commitment to the county, just a show of support for this project.
- Discussed and voted to hire Olivia Carr as a paid C&Y intern effective May 19. She has passed FBI clearance and is all set to go.
- Discussed and voted to approve unpaid vacation time for 5 days for a prison guard for a preplanned vacation prior to hiring. Approved by the warden and we can cover if approved.
- Discussed and voted to approve contract renegotiation with Marco for copier lease due to a number of copiers that are at or near end of life and hard to service. This will replace those copiers with new and also save money. We are currently paying \$1,400.03/month and with the new agreement will be paying \$1,224.10/month a savings of \$175.93 a month or \$2,111.16 a year.

- Discussed and voted to approve the lease agreement between PSP Tunkhannock, LLC and Wyoming County for the new police barracks on Sunnyside Road
- Discussed and voted to approve a proclamation commemorating the 125th anniversary of the Daughters of the American Revolution
- Discussed and voted to approve a renewal of the purchase of services agreement for C&Y with Chester Count to provide child welfare services
- Because of election day on May 20, our meeting was advertised in the beginning of the year to be on the 21st next week since the commissioners make up the election board. Due to numerous scheduling conflicts, we have to cancel next week's meeting since we can find no other time next week when we can guarantee a quorum. We will get back on schedule on May 27th with a prison board meeting followed by our regular weekly meeting. Sorry about the inconvenience.
- Discussed and approved unpaid vacation time for a second employee at correctional facility as approved by the warden for health reasons.
- Discussed and voted to approve a proclamation commemorating Emergency Medical Services week May 18 through May 24

Action Items to be Acted on Today

- Discuss and vote to approve payment of the bills
- Discuss and vote to approve preventive maintenance agreements with Postler & Jaeckle Corp. for the courthouse, jail and 911 center
- Discuss and vote to approve C&Y Act 148 certification
- Discuss and vote to approve contract with Scantek, for monthly maintenance of our old scanned/digitized records that are now available online through our Infocon Software system. Cost of the monthly service is \$50 per month. Since this became available online, we are making income of approximately \$600 a month for fees of online users.
- Discuss and approve work release for probation employee allegedly injured on the job until next appointment with doctor on 6/3/25. Workmen's comp claim has been filed and will be reevaluated after the upcoming appointment.
- Discuss and approve termination of correctional facility employee for 3 consecutive days of scheduled shifts no call/no show.
- Discuss and approve termination of probationary employee
- Discuss and vote to renew Red Cross lease of office space at the 911 for 2 years with 90 days written notice to terminate at no charge. This lease has been in place since the 911 center was built and is one more renewal.
- Discuss and approve the Medical Assistance transportation report for the Jan 1, 2025 through Mar 31, 2025 period
- Discuss and approve contract with Shadow Technologies for Microsoft Server 2025 data center license for \$48,235.30. We are running on 2012 software that is no longer supported. This is for CAD servers for 911 that are mission critical. Funds to be paid by ACT 13 Marcellus Shale funds
- Discuss and approve letter of support for Nicholson Borough for grant through Greenways, Trails & Recreation program

Comments on Non-Action Items

Adjournment