

## Wyoming County Commissioners Meeting

ZOOM Available

April 1, 2025

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**In Attendance:** Rick Wilbur, Tom Henry, Ernie King, Commissioners, Atty. Paul Litwin, Solicitor, Amber Franko, Chief Clerk

**Press:** Warren Howeler (via Zoom), Rocket Courier, Kevin McConlogue (via Zoom), New Age Examiner

**Visitors:** Mike Mirabeil, Representative for Congressman Dan Meuser, Haley Townsley (via Zoom), Human Services Director, Children & Youth staff

Commissioner Wilbur opened the Meeting at 10:00 a.m.

**Public Comment (Agenda Items Only):**

Commissioner King made a motion to approve the agenda. Commissioner Henry second the Motion. All members in favor. Motion carried.

**Old Business:**

Commissioner King made a motion to approve the March 25, 2025 meeting minutes. Commissioner Henry second the Motion. Motion carried.

**New Business:**

*Solicitor Report-* Requested to be authorized to prepare an easement with Tunkhannock Borough Municipal Authority and the County for the property the Pennsylvania State Police will be renting. Commissioner Henry made the motion. Commissioner King second the Motion. All members in favor. Motion carried.

*Chief Clerk Report-* None

The Commissioners received an email from Teresa McClosky with Nurse Family Partnership, announcing the award of a \$136,000 grant for the next two years. This will be used to finance an in home maternal mental health program.

Commissioner Henry made a motion to approve the bills for payment pending a thorough review from the Commissioners. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner King made a motion to approve the hiring of Darcia Mason as a full-time Case Worker 1 at Children & Youth. Commissioner Henry second the Motion. All members in favor. Motion carried.

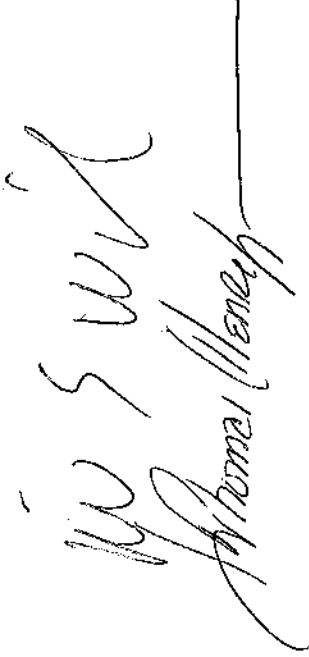
Commissioner Henry made a motion to approve the hiring of Haley Townsley as the Human Services Director. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to proclaim April as National Child Abuse Prevention Month. Commissioner Henry read the proclamation aloud after Commissioner King second the Motion. All members in favor. Motion carried. Numerous members of the Children & Youth staff were present for the meeting to accept the Proclamation.

**Public Comment:**

There being no further business to come before the Commissioners at this time. Commissioner King made the Motion to adjourn. Commissioner Henry second the Motion. All members in favor. Motion carried.

Commissioner Wilbur adjourned the meeting at 10:16 a.m.



# Wyoming County Commissioners Meeting

ZOOM Available

April 8, 2025

**In Attendance:** Rick Wilbur, Tom Henry, Commissioners, Atty. Paul Litwin, Solicitor, Amber Franko, Chief Clerk

**Press:** Warren Howeler (via Zoom), Rocket Courier, Kevin McConlogue, New Age Examiner

**Visitors:** Mike Mirabell, Representative for Congressman Dan Meuser, Deanna Habib, Children & Youth Director, Mike Rogers, Recycling Supervisor, Kayli Grow, Deputy Chief Clerk, Donna DePue, Evelyn Baltrusaitis, Megan Brown

Commissioner Wilbur opened the Meeting at 10:02 a.m.

## Public Comment (Agenda Items Only):

Commissioner Henry made a motion to approve the agenda. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

## Old Business:

Commissioner Henry made a motion to approve the April 1, 2025 meeting minutes. Commissioner Wilbur second the Motion. Motion carried.

## New Business:

*Solicitor Report-* None

*Chief Clerk Report-* None

Commissioner Henry made a motion to approve the bills for payment pending a thorough review from the Commissioners. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve the annual contract with Paper Handling Equipment Plus for a folder/sealer at a rate of \$660.00/year. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve the resignation of Rebecca Dziak from the Assessment office effective April 17, 2025. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to adopt Resolution 2025-02 which authorizes Wyoming County to enter into an inmate housing agreement with Susquehanna County. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to sign an intergovernmental agreement between Wyoming County and Susquehanna County to house Susquehanna County inmates in the Wyoming County Correctional Facility. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve the resignation of Sean Callahan at the jail effective April 17, 2025. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Wilbur opened the sealed bids for lawn care maintenance for the 911/EMA Building, Wyoming County Seneca Park, Robinson building and the old AG building. The bids are as follows:

- Randy White-\$650.00/week
- Cherry Hill Group-\$835.00/week with a breakdown of individual estimates
- Major Mowing-Option A \$1,090.00 and Option B \$928.00/week
- Superior Landscaping Management-\$1,120.00/week
- Shupp Seals It-\$1,465.00/week
- Grass Guys PA-\$1,650.00/week
- Tinna Lawn & Landscape-\$2,120.00/week
- Atlas/Landscape Contractors-\$2,998.00/week

*Amber Franko* *Mike Mirabell*  
*Constance King*

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Commissioner Wilbur made a motion to table the award of the bid until the next meeting so the Commissioners could review pricing and necessary paperwork. Commissioner Henry second the Motion. All members in favor. Motion carried.

**Public Comment:**

Mike Rogers spoke to the group about the upcoming Electronic Recycling Event. The event will be held on Saturday, May 17, 2025 from 9:00am to 12:00pm. This is for Wyoming County residents only and is a preregistered event. More information can be on the County website or by calling the Recycling Center.

Donna DePue asked the Commissioners for an update on the Senior Center project. There was discussion between the Commissioners and Mike Mirabell regarding federal funding. There are multiple groups within the community who are interested in being a part of this project and the Commissioners are going to set up a meeting with everyone once there are funds to move forward.

There being no further business to come before the Commissioners at this time. Commissioner Henry made the Motion to adjourn. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Wilbur adjourned the meeting at 10:27 a.m.

# Wyoming County Commissioners Meeting

ZOOM Available

April 15, 2025

**In Attendance:** Rick Wilbur (via Zoom), Tom Henry, Commissioners, Atty. Paul Litwin, Solicitor, Kayli Grow, Deputy Chief Clerk

**Press:** Warren Howeler, Rocket Courier, Kevin McConlogue, New Age Examiner (via Zoom)

**Visitors:** Deanna Habib, Children and Youth Director, Jeff Porter, Director of 911 Communications, Ben Norris, Deputy Director of 911 Communications, Michael Ronca, Lead Communicator, MaryLu Salmieri, Maureen Hite, Skye Stuart, Telecommunicator Trainees, Connie Kintner.

Commissioner Henry opened the Meeting at 10:00 a.m. with the Pledge of Allegiance to the Flag.

## Public Comment (Agenda Items Only):

Commissioner Henry made a motion to add the voting and discussion of unpaid leave for a Deputy to the agenda. Commissioner Wilbur second the motion. All members in favor. Motion carried.

Commissioner Wilbur made a motion to approve the agenda. Commissioner Henry second the Motion. All members in favor. Motion carried.

## Old Business:

Commissioner Wilbur made a motion to approve the March 4, 2025 meeting minutes. Commissioner Henry second the Motion. Motion carried.

## New Business:

*Solicitor Report-* Requested an executive session to discuss personnel issues. Meeting will reconvene following the executive session.

*Chief Clerk Report-* None

Commissioner Wilbur made a motion to approve paying the bills. Commissioner Henry second the motion. All members in favor. Motion carried.

Commissioner Wilbur made a motion to award the lawn care bid to Randy White. He had the lowest bid and provided all necessary paperwork. Commissioner Henry second the motion. All members in favor. Motion carried.

Commissioner Wilbur made a motion to hire Arwin VanHouten as the Administrative Assistant for the Magisterial District Judges office. Commissioner Henry second the motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve the termination of a CO at the jail due to a no call/ no show. Commissioner King second the motion. All members in favor. Motion carried.

Commissioner Henry made a motion approve the termination of a Corrections employee who was still under probation. Commissioner Wilbur second the motion. All members in favor. Motion carried.

Commissioner Wilbur made a motion to approve an updated agreement with Bridgewater Church for temporary shelter in the event of an emergency at the courthouse. Commissioner Henry second the motion. All members in favor. Motion carried.

Commissioner Wilbur made a motion to adopt a Resolution for National Public Safety Telecommunicators Week effective April 13-19, 2025. Commissioner Henry second the motion. All members in favor. Motion Carried.

## Public Comment:

Atty. Paul Litwin called for an executive session at 10:10am to discuss personnel issues. The meeting was reconvened at 10:20am.

Commissioner Henry made a motion to approve an FMLA request for an employee. Commissioner Wilbur second the motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve unpaid leave for an employee. Commissioner Wilbur second the motion. All members in favor. Motion carried.

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April 15, 2025

There being no further business to come before the Commissioners at this time. Rick Wilbur made the motion to adjourn. Tom Henry second the Motion. All members in favor. Motion carried.

Commissioner Henry adjourned the meeting at 10:30 a.m.

W S W

Ernest H. King  
Tom Henry

## Wyoming County Commissioners Meeting

ZOOM Available

April 22, 2025

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**In Attendance:** Rick Wilbur, Tom Henry, Commissioners, Atty. Paul Litwin, Solicitor,  
Amber Franko, Chief Clerk

**Press:** Warren Howeler, Rocket Courier, Kevin McConlogue, New Age Examiner

**Visitors:** Deanna Habib, Children & Youth Director, Kayli Grow, Deputy Chief Clerk,  
President Judge Russell Shurtleff, Ralph Schwartz, EMA Director,  
Cindy Adams, Prothonotary, Matt Jones, Planning Director

Commissioner Wilbur opened the Meeting at 11:00 a.m.

### **Public Comment (Agenda Items Only):**

Commissioner Henry made a motion to approve the agenda. Commissioner King second the Motion. All members in favor. Motion carried.

### **Old Business:**

Commissioner King made a motion to approve the April 15, 2025 meeting minutes. Commissioner Wilbur second the Motion. Motion carried.

### **New Business:**

*Solicitor Report*- None

*Chief Clerk Report*- Requested an Executive Session regarding a personnel issue.

Commissioner Henry made a motion to approve the bills for payment pending a thorough review from the Commissioners. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner King made a motion to approve obtaining a county facility dog. Judge Shurtleff gave a brief explanation as to what the dog will be used for and how it will be funded. This will be paid through grants, donations and judicial funds. The dog will be kept by two trained handlers in the Judge's Chambers. The dog will be used as a therapy/companion for children or other individuals coming into the courts to help ease their anxiety and emotions. Commissioner Henry second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to hire Carol Strohl and Julie McGuigan as full time Correctional Officers. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to hire Gordon Traveny as Deputy Warden effective May 5, 2025. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner King made a motion to hire Kadynce Castellari and Christopher Jordan as full time Correctional Officers. Commissioner Henry second the Motion. All members in favor. Motion carried.

Commissioner Henry made the motion to accept the resignations of Lisa Gunn as a C&Y Caseworker and also Dorothea Kupstas from Nurse Family. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve an emergency contract with Ehrlich Pest Control for eradication and prevention of a termite infestation at the Robinson Building. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve committing county land near the 911 Center for the construction of a community and aging center. The value of the land will be used as a match when applying for federal grants for construction. Commissioner King second the Motion. All members in favor. Motion carried.

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### Public Comment:

Chief Clerk Amber Franko called for an Executive Session at 11:35 p.m. to discuss a personnel issue. No action taken following the Executive Session.

There being no further business to come before the Commissioners at this time, Commissioner Henry made the Motion to adjourn. Commissioner Wilbur second the Motion. All members in favor. Motion carried.

Commissioner Wilbur adjourned the meeting at 11:35 a.m.

WSW

Seventy Five

Amber

## Wyoming County Commissioners Meeting

ZOOM Available

April 29, 2025

**In Attendance:** Rick Wilbur, Tom Henry, Ernie King, Commissioners, Atty. Paul Litwin, Solicitor, Amber Franko, Chief Clerk

**Press:** Warren Howeler, Rocket Courier (via Zoom), Kevin McConlogue, New Age Examiner (via Zoom)

**Visitors:** Deanna Habib, Children & Youth Director, Kayli Grow, Deputy Chief Clerk, Ralph Schwartz, EMA Director, Jeff Porter, 911 Communications Director, Haley Townsley, Human Services Director, Warden Heather Schmidt, Mike Mirabell, Representative for Congressman Dan Meuser

Commissioner Wilbur opened the Meeting at 10:10 a.m.

**Public Comment (Agenda Items Only):**

Commissioner Henry made a motion to approve the agenda. Commissioner King second the Motion. All members in favor. Motion carried.

**Old Business:**

Commissioner King made a motion to approve the April 22, 2025 meeting minutes. Commissioner Henry second the Motion. Motion carried.

**New Business:**

*Solicitor Report*– None

*Chief Clerk Report*– None

Commissioner Henry made a motion to approve the bills for payment pending a thorough review from the Commissioners. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve 5 unpaid leave days for a CO at the Jail. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve a letter of support for Wyoming County Health Care Facility for an application to Congressman Dan Meuser for the FY 2026 Community Project Funding Grant. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve the resignation of Robert Keeney as Assistant Planner. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner King made a motion to approve the hiring of Dante Paluzzi as a part time CO at the Jail. Commissioner Henry second the Motion. All members in favor. Motion carried.

Commissioner Henry made a motion to approve a proclamation for Correctional Officers and Prison Employees May 4-10, 2025. Commissioner Henry read and presented the proclamation to Warden Schmidt who was representing the Correctional staff. Commissioner King second the Motion. All members in favor. Motion carried.

**Public Comment:**

There being no further business to come before the Commissioners at this time. Commissioner Henry made the Motion to adjourn. Commissioner King second the Motion. All members in favor. Motion carried.

Commissioner Wilbur adjourned the meeting at 10:30 a.m.

*Thomas Henry*  
*Ernie King*