

COMMISSIONERS MEETING AGENDA
June 17, 2025

Call the Wyoming County Commissioner's meeting to order with the Pledge of Allegiance to the Flag.

Are there any Agenda items to add?

- Discuss and vote to add a resignation of a CO at the Jail
- Discuss and vote to add the approval to hire an IT Specialist which had been tabled from last week's meeting.

Public Comments for action items only before vote

Approve Agenda

Approve minutes of June 10, 2025 meeting

Amber Franko, Chief Clerk Report

Attorney Paul Litwin III, Solicitor Report

Correspondence

Commissioner's Activity report

Action Items from June 3, 2025 meeting

- Discussed and voted to approve payment of the bills
- Discussed and voted to approve Insurance fraud salaries effective July 1, 2025 for James Szewczyk, Patrick Butkiewicz and Joseph Sarkis. This is from the Task Force Grant that reimburses Wyoming County 100% plus 25% for admin. This is recommended by Lackawanna County DA Brian Gallagher who administers the program.
- Approved contracts with Shadow Technologies and Telesoft for Server, SQL database, licenses and data migration to courthouse servers: Shadow \$5,357.36 and Telesoft \$1,000 for total of 6,357.36. By transferring to our server and handling inhouse, we realize a savings in excess of \$15,000
- Discussed and voted to honor Donna Shaffer with a proclamation naming her 2025 Tunkhannock Women's Club Woman of the Year
- Discussed and voted to approve the hiring of Ashley Allen as IT Specialist to replace Jeremy Bush who has moved up to director.
- Discussed and voted to hire Vivienne Moyer as a C&Y Case worker 1. Also vote to promote Nicole Tinna and Kaylee Chaban from Case worker 1 to Case worker 2 on their 1 year anniversary with the county
- Discussed and voted to approve unpaid time off for Jordin Christopher, correctional facility guard who was recently hired and has no paid time off to cover 3 days that were scheduled and discussed before hire. This was approved by Warden Schmidt.
- Discussed and voted to accept the resignation of Phoebe McConaughy as a correctional officer effective June 20
- Mentioned that the Legacy Recreation grant applications will be available on our website, www.wyomingcountypa.gov within the next several days. End time and all

other info will be posted on our main page and applications can be found on the Community Planning page. Maximum grants are \$5,000 if we have enough available after all requests are received. After requests are in, if we have more than available we may have to give less per request or grade requests based on impact on recreation.

Action Items to be Acted on Today

- Discuss and vote to approve payment of the bills
- Discuss and vote on Resolution 2025-4 to adopt the Wyoming County Hazard Mitigation Plan. This was paid for by a grant with no county funds. Special Thanks to EMA Director Ralph Schwartz for leading this project to a successful conclusion.
- Discuss and vote to Declare a Disaster emergency retroactive to June 7th, 2025 declaration at a special emergency meeting for damages during significant rain event in Falls, Exeter and Northmoreland townships. The townships individually declared disaster emergencies and they will be submitted to PEMA by the county to pay for damages.
- Discuss and vote on Resolution 2025-3 to authorize the sale of excess county property and equipment on municibid. The excess equipment to be sold is: Used 2012 Bobcat 68 Angle Broom, 2014 Ford E-350 cargo van and a used 2012 Sierra 4/wheel drive crew cab.
- Discuss and vote to extend memorandum of understanding between Tyler Technologies and Wyoming County for Vetraspec software that is used by Veterans Affairs office to report information to appropriate authorities. Cost is \$475.94 for one year
- Announce Voter Hall of Fame recipients for 50 year voting without missing an election. We have 15 recipients this year and a copy of the recipients is attached. Certificates have already been mailed out and a special recognition ceremony is being planned.
- Discuss and approve retention bonuses for Children and Youth personnel in the amount of \$500 each in honor of their dedication and hard work during a time with limited personnel. This will be paid with funds in the state C&Y fund that we will lose if not spent by June 30 and will not come from county funds.
- Discuss and vote to approve the resignation of a CO at the Jail
- Discuss and vote to approve the hiring of and IT Specialist-Ashley Allen.

Comments on Non-Action Items

Adjournment