

IJ 01-2021  
1/05/2021

Sheriff Benedict called the meeting to order at 8:31 am in Courtroom number 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by Commissioner Arnold to approve the minutes of the December 1, 2020 Susquehanna County Prison Board meeting.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Prison Census:

December 2020 Prison Census			
Prisoners	Male	Female	Total
Total Population	36	9	45
Regular Inmates	34 (2 state)	8 (1 state)	42 (3 state)
Work Release Inmates	0	0	0
County Work Program	4 2 Recycle Center 2 trustee kitchen/laundr y	0 0 trustee kitchen/laund ry	4
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	1 (0 Wyoming 1 Lackawanna)	2
Boarded Out	0	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others (not part of count)	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	30	8	38
Sergeants	6	0	6
Cooks	2	0	2
Interns	1	0	1

Motion by Commissioner Arnold the Warden’s December 2020 report on the Jail Census and Personnel Report.  
Second by Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to accept, with regret, the resignation of Matthew Laubach from the position of full-time Corrections Officer, effective December 23, 2020 per Warden Mark Shelp.  
Second by Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Daniel Mills from the position of part-time Corrections Officer to the open full-time, union-eligible position of Corrections Officer, \$14.96 pr hour, effective December 23, 2020, per the recommendation of Warden Mark Shelp.  
Second by Judge Legg. Ayes: Unanimous. Motion Carried.

Discussion:  
Warden Shelp comments that they are in the process of getting the vaccine with NEPA Community Health Care. Warden states that he will be in contact with NEPA in regards to who will give the vaccine to the inmates and Correctional Officers. There was a lockdown in a block for 14 days due to COVID-19 exposure. They will review it today and decide if continued lockdown is needed.

Boarding-in/income/fines/ Domestic for the month of December 2020 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 3,410.00
Wayne County	\$ 0.00
Room/Board fees	\$ 470.00
Fines and Court fees	\$ 966.00
Domestic Relations	\$ 0.00

Public Comment:  
Scott Aylesworth is in attendance and states that there is a program through the Department of Health to do testing at facilities and prisons. If the county were to choose to, rapid tests and machines would be provided through the Department of Health at no cost to the county. It is decided that it is not needed at this time, as it will not change treatments and quarantine times.

Motion by Sheriff Benedict to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:53 am.

Attest:

Approved:

\_\_\_\_\_  
Rebekah Hubbard, Chief Clerk

\_\_\_\_\_  
Sheriff Lance Benedict, Chairman

IJ 02-2021  
3/2/2021

Sheriff Benedict called the meeting to order at 8:30 am Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by Judge Legg to approve the minutes of the January 5, 2021 Susquehanna County Prison Board meeting.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried

Prison Census:

<u>February 2021 Prison Census</u>			
Prisoners	Male	Female	Total
Total Population	45	11	56
Regular Inmates	45 (0 state)	11 (0 State)	56 (0 state)
Work Release Inmates	0	0	0
County Work Program	5 3 Recycle Center 2 trustee kitchen/laundry	1 1 trustee kitchen/laundry	6
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	1
Boarded Out	0	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others (not part of count)	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	28	8	36
Sergeants	6	0	6
Cooks	2	0	2
Interns	0	0	0

Motion by Judge Legg to approve the Warden’s February 2021 report on the Jail Census and Personnel Report.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold ratify and approve the transfer of Levi Schmidt from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective February 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to accept the resignation of Lisa Holley from the position of full-time Deputy Warden Operations/Training, effective February 16, 2021, per Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Jeffrey Hindman from the position of full-time Corrections Sergeant/Shift Commander to the open, full-time, non-union position of Deputy Warden Operations/Training, \$41,000 annually, effective February 17, 2021, with a six-month probationary period and benefits according to the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Arnold ratify and approve the hiring of Anna Sherwood, Springville, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective February 22, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Discussion:  
Warden Hall congratulates Deputy Warden Hindman on his promotion and gives praise to our 2 Deputy Wardens.

Boarding-in/income/fines/ Domestic for the month of January 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1,540.00
Wayne County	\$ 0.00
Room/Board fees	\$ 0.00
Fines and Court fees	\$ 320.00
Domestic Relations	\$ 80.00

Public Comment:  
Ms. Mary Alice Hawley is in attendance and welcomes Warden Hall.

Motion by Commissioner Arnold to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:37 am.

Attest:

Approved:

Rebekah Hubbard, Chief Clerk

Sheriff Lance Benedict, Chairman

IJ 03-2021  
04/06/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by President Judge Legg to approve the minutes of the March 2, 2021 Susquehanna County Prison Board meeting.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Prison Census:

March 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	54	12	66
Regular Inmates	52 (2 state)	11 (1 State)	63 (3 state)
Work Release Inmates	0	0	0
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	1
Boarded Out	1 (1 Lackawanna)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others (not part of count)	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	26	8	34
Sergeants	7	0	7
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden’s March 2021 report on the Jail Census and Personnel Report.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Daniel Mills from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective February 25, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated benefits, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the transfer of Ryan Kirgan from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$14.95 per hour, effective March 3, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Aiyana Brown from the position of full-time Corrections Sergeant/Shift Commander, effective March 10, 2021, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Paul Richards, Windsor, NY, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 8, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Daryn Mingus, White Haven, PA, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 15, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Tina Polcheck, Great Bend, PA, to the open, part-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective March 22, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Ryan Kirgan from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective March 11, 2021 with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Austin Vantassel from the position of full-time Corrections Officer to the open, full-time, non-union position of Corrections Sergeant/Shift Commander, \$18.00 per hour, effective March 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.

Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the transfer of Gregory Rosar from the position of full-time Corrections Sergeant/Shift Commander to the open, full-time, non-union position of Corrections Sergeant/Training Officer, \$18.36 per hour, effective March 11, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated requirements, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Paul Richards from the position of part-time Corrections Officer, effective March 19, 2021, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Edward Bocan from the position of full-time Corrections Officer, effective April 9, 2021, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic Relations for the month of March 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1,265.00
Wayne County	\$ 0.00
Room/Board fees	\$ 0.00
Fines and Court fees	\$ 416.00
Domestic Relations	\$ 140.00

Public Comment:  
Warden Hall states that the county is in need of at least four more guards.  
Commissioner Hall asks if there is visitation at this time? Warden Hall answers in the negative, but states that communication allowing such is beginning.  
It is asked if Bluejeans is an option for the county or possibly purchasing iPads?  
Warden Hall states that other counties use GTL. Currently, the county has 10-12 iPads that are owned by GTL.  
It is suggested that the counties IT department is consulted.  
President Judge Legg asks if there are drug and alcohol services being provided.  
Warden Hall answers in the affirmative.  
A comment is made regarding work release, stating they are only permitted to work at the county’s recycling center to date.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:41 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

\_\_\_\_\_  
Sheriff Lance Benedict, Chairman

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold and Hall, President Judge Legg, and District Attorney O’Malley.

Motion by President Judge Legg to approve the minutes of the April 6, 2021 Susquehanna County Prison Board meeting.

Second by Commissioner Hall. Ayes: Commissioner Hall, President Judge Legg and District Attorney O’Malley. Commissioner Arnold abstain. Motion Carried.

Prison Census:

April 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	63	13	76
Regular Inmates	60 (3 state)	12 (1 State)	72 (4 state)
Work Release Inmates	0	0	0
County Work Program	6 3 Recycle Center 3 trustee kitchen/laun dry	0 0 trustee kitchen/lau ndry	6
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna )	1
Boarded Out	1 (1 Lackawanna)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others (not part of count)	1 1 WRIT to Wyoming Cty	0	1

Personnel	Full-Time	Part-Time	Total
Corrections Officers	26	9	35
Sergeants	7	0	7
Cooks	2	0	2



Interns	0	0	0
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Motion by President Judge Legg to approve the Warden’s April 2021 report on the Jail Census and Personnel Report.  
Second by Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and accept the resignation of Daryn Mingus from the position of part-time Corrections Officer, effective April 6, 2021, per Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Sean MacDonald, Kirkwood, NY, to the open, full-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective April 12, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Gerardo Reyes, Wyalusing, PA, to the open, full-time, union-eligible position of Corrections Officer, \$14.96 per hour, effective April 19, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Clayton Whitney, New Milford, PA, to the open, part-time, union-eligible position of Corrections Officer \$14.96 per hour, effective May 24, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Commissioner Hall makes a motion for the work release program and visitation to resume and ending the use of the trailers used to house work release.  
Discussion is held.  
Ayes: Commissioner Hall, President Judge Legg, District Attorney O’Malley. Nays: Sheriff Benedict, Commissioner Arnold. Motion Carried.

Boarding-in/income/fines/ Domestic for the month of April 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 0.00
Fines and Court fees	\$ 630.00
Domestic Relations	\$ 100.00

Public Comment:  
No public comment.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:52 am.

Attest: Approved:

IJ 05-2021  
06/01/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by Commissioner Hall to approve the minutes of the May 4, 2021 Susquehanna County Prison Board meeting.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Prison Census:

May 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	63	10	73
Regular Inmates	60 (3 state)	10 (0 State)	70 (3 state)
Work Release Inmates	0	0	0
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	3 (1 Wyoming, 1 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	3
Boarded Out	2 (1 Wayne 1 Wyoming)	0	2
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	1 (1 Brevard Co., FL)	0	1
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	30	6	36
Sergeants	7	0	7
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Arnold to approve the Warden’s May 2021 report on the Jail Census and Personnel Report.  
Second by Commissioner Hall. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Tina Polcheck from the position of part-time Corrections Officer, effective May 5, 2021, per Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of Julie McGuigan from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.44 per hour, effective May 20, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendations of Warden Bruce Hall.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the transfer of John Giangrieco from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.35 per hour, effective June 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to approve the hiring of Alivia Hughes, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective June 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic Relations for the month of May 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 495.00
Wayne County	\$ 0.00
Room/Board fees	\$ 0.00
Fines and Court fees	\$ 400.00
Domestic Relations	\$ 137.00

Public Comment:  
Warden Hall states that the COVID trailers are now gone and the work release will start this week.  
Commissioner Herschel asks what is our daily rate for housing inmates?  
Warden Hall answers \$65.00.  
It is decided that a discussion should be held in increasing the rate while finding out what other counties are charging, and figure the current actual costs of housing.  
It is stated that women’s church was held Sunday while making church available for men is underway.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:37 am.

Attest:

Approved:

\_\_\_\_\_  
Rebekah Hubbard, Chief Clerk

\_\_\_\_\_  
Sheriff Lance Benedict, Chairman

IJ 06-2021  
07/06/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold and Hall, President Judge Legg, and District Attorney O’Malley.

Motion by Commissioner Hall to approve the minutes of the June 1, 2021 Susquehanna County Prison Board meeting.

Second by President Judge Legg. Ayes: Unanimous. Motion Carried.

Prison Census:

June 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	63	7	70
Regular Inmates	61 (2 state)	7 (0 State)	68 (2 state)
Average Daily Population	62.20	8.87	71.07
Work Release Inmates	2	1	3
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	2 (0 Wyoming, 1 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	2
Boarded Out	2 (1 Wayne 1 Lackawanna)	0	2
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	26	7	33
Sergeants	7	0	7
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden’s June 2021 report on the Jail Census and Personnel Report.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the termination of Anna Sherwood from the position of part-time Corrections Officer, effective June 15, 2021, per Warden Bruce Hall.

Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Billie Gurnick, Hallstead, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective July 1, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Motion by Commissioner Hall to ratify and approve the hiring of Jenna Wilson, Hallstead, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective July 5, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Bruce Hall.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion Carried.

Boarding-in/income/fines/ Domestic for the month of June 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 550.00
Wayne County	\$ 0.00
Room/Board fees	\$ 0.00
Fines and Court fees	\$ 1200.00
Domestic Relations	\$ 307.63

Public Comment:  
Question and comment regarding furloughs.  
Comments implementing Trauma Informed Response Training.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion Carried.

Sheriff Benedict declared the meeting adjourned at 8:46 am.

Attest:	Approved:
<div>_____</div> <div>Rebekah Hubbard, Chief Clerk</div>	<div>_____</div> <div>Sheriff Lance Benedict, Chairman</div>

IJ 07-2021  
09/07/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

An executive session was held for personnel issues on September 2, 2021, at 8:00 am. All members were present. The following 3 motions resulted from the executive session:

Motion by Commissioner Hall to ratify and accept the resignation of Bruce Hall from the position of Warden, effective September 2, 2021.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Hall to ratify and accept the termination of Gregory Rosar from the position of Corrections Sergeant/Training Officer, effective September 2, 2021.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept the transfer of Jeffrey Hindman from the position of Deputy Warden Operations/Training to the open, full-time, non-union supervisory position of Prison Warden Outreach Support, \$70,000 per year, effective September 2, 2021, with a six-month probationary period and benefits according to the County Policy Manual.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to approve the minutes of the July 6, 2021 Susquehanna County Prison Board meeting.  
Second by District Attorney O’Malley. Abstain: Commissioner Herschel. Ayes: Commissioner Arnold, President Judge Legg. Motion carried.

Prison Census:

August 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	64	14	78
Regular Inmates	63 (1 state)	14 (0 State)	77 (1 state)
Average Daily Population	63.90	14.39	78.29
Work Release Inmates	3	0	3
County Work Program	5 2 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	5
Boarded In	2 (0 Wyoming, 1 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	2
Boarded Out	1 (1 Wayne)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	29	5	34
Sergeants	6	0	6
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Hall to approve the Warden’s August 2021 report on the Jail Census and Personnel Report.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Clayton Whitney from the position of part-time Corrections Officer, effective July 27, 2021, per Warden Jeffrey Hindman.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Daniel Mills from the position of full-time Corrections Sergeant/Shift Commander, effective August 19, 2021, per Warden Jeffrey Hindman.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Logan Dunbar, Hallstead, to the open, union-eligible position of part-time Corrections Officer, \$16.35 per hour, effective August 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of John Giangrieco from the position of full-time Corrections Officer, effective August 26, 2021, per Warden Jeffrey Hindman.  
Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and accept, with regret, the resignation of Albert Paolucci from the position of full-time Corrections Officer, effective August 31, 2021, per Warden Jeffrey Hindman.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept, with regret, the resignation of Nancy Petula from the position of full-time Corrections Officer, effective September 8, 2021, per Warden Jeffrey Hindman.  
Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Gerardo Reyes from the position of full-time Corrections Officer, \$16.35 per hour, effective August 26, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to accept the resignation of Cynthia Rogers from the position of full-time Corrections Officer, effective September 8, 2021, per Warden Jeffrey Hindman.  
Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Boarding-in/income/fines/ Domestic for the month of August 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1705.00
Wayne County	\$ 0.00
Room/Board fees	\$ 320.00
Fines and Court fees	\$ 1470.00
Domestic Relations	\$ 340.00

Public Comment:  
Discussion was held on staffing.  
Ms. Mary Alice Hawley gives an update on the planning of trauma based training.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:39 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 08-2021  
10/05/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by Commissioner Hall to approve the minutes of the September 7, 2021 Susquehanna County Prison Board meeting, with the change to motion 1 from termination to resignation. Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Prison Census:

September 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	57	13	70
Regular Inmates	55 (2 state)	13 (0 State)	68 (1 state)
Average Daily Population	60	15	75
Work Release Inmates	2	0	2
County Work Program	5 2 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	5
Boarded In	2 (0 Wyoming, 1 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	2
Boarded Out	1 (1 Wayne)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	1 (1 Tompkins Co. NY)	0	1
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	28	5	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by President Judge Legg to approve the Warden’s September 2021 report on the Jail Census and Personnel Report. Second by Commissioner Hall. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Amy Adams from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.44 per hour, effective September 9, 2021, with a six-month probationary period and



benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Elizabeth Smith from the position of part-time Corrections Officer, to the open, union-eligible position of full-time Corrections Officer, \$16.44 per hour, effective September 9, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Christopher Walters, Wyalusing, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective September 21, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Michelle Collett, Nicholson, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective September 21, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the termination of Christopher Walters from the position of part-time Corrections Officer, effective September 29, 2021, per Warden Jeffrey Hindman.

Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Johnathan Oropallo, Binghamton, NY, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective October 4, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the Count Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Andrew Reynold, Endicott, NY, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective October 4, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.

Second by Commissioner Herschel. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve, with regret, the resignation of Jerry Fassett from the position of full-time Corrections Officer, effective October 4, 2021, per Warden Jeffrey Hindman.

Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Boarding-in/income/fines/ Domestic for the month of September 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1705.00
Wayne County	\$ 0.00
Room/Board fees	\$ 670.00
Fines and Court fees	\$ 730.00
Domestic Relations	\$ 200.00

Public Comment:  
No public comment.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Commissioner Hall called an executive session at 8:53 am. A personnel issue was discussed and no action was taken.

Sheriff Benedict declared the meeting adjourned at 9:14 am.

Attest:

Approved:

Rebekah Hubbard, Chief Clerk

Sheriff Lance Benedict, Chairman

IJ 09-2021  
11/2/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by President Judge Legg to approve the minutes of the October 5, 2021 Susquehanna County Prison Board meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Prison Census:

October 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	53	11	64
Regular Inmates	52 (1 state)	11 (0 State)	63 (1 state)
Average Daily Population	56	11	67
Work Release Inmates	2	0	2
County Work Program	5 2 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	5
Boarded In	2 (0 Wyoming, 1 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	2
Boarded Out	1 (1 Wayne)	0	1
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1

State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	27	5	32
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by President Judge Legg to approve the Warden’s October 2021 report on the Jail Census and Personnel Report.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by President Judge Legg to accept, with regret, the resignation of Gerardo Reyes from the position of part-time Corrections Officer, effective October 16, 2021, per Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by President Judge Legg to ratify and approve the transfer of Andrew Reynolds from the position of part-time Corrections Officer to the open, full-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective October 21, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and approve the transfer of Jonathan Oropallo from the position of part-time Corrections Officer to the open, full-time, union-eligible position of full-time Corrections Officer, \$16.35 per hour, effective October 21, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Edward Thomas, Montrose, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective October 26, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to approve the transfer of Jeremy Shiptoski from the position of full-time Corrections Officer to the open, full-time, union-eligible position of Recycling Center/Prison Maintenance Utility Technician, \$16.68 per hour, effective October 10, 2021, with a six-month probationary period and benefits according to the Residual Bargaining Unit Contract and the County Policy Manual, per the recommendation of James Hawley, Director of Public Facilities.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to approve the hiring of Aiyana Brown, Montrose, to the open, full-time, non-union, supervisory position of Training/Operations Lieutenant, \$20.67 per hour, effective November 15, 2021, with a six-month probationary period and benefits according to the County Policy Manual and government mandated benefits, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Boarding-in/income/fines/ Domestics for the month of October 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1705.00
Wayne County	\$ 0.00
Room/Board fees	\$ 450.00
Fines and Court fees	\$ 1072.50
Domestic Relations	\$ 200.00

Public Comment:  
Discussions were held regarding Drug Court requesting drug testing on weekends.  
Comments on Ms. Hawley’s drug and alcohol treatment program.

Motion by District Attorney O’Malley to close the Prison Board Meeting.  
Second by Commissioner Arnold. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:57 am.

Attest:

Approved:

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Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman

IJ 10-2021  
12/7/2021

Sheriff Benedict called the meeting to order at 8:30 am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O’Malley.

Motion by President Judge Legg to approve the minutes of the November 2, 2021 Susquehanna County Prison Board meeting.  
Second by Commissioner Arnold. Ayes: Commissioners Arnold and Herschel, President Judge Legg, and District Attorney O’Malley. Abstain: Commissioner Hall. Motion carried.

Prison Census:

November 2021 Prison Census			
Prisoners	Male	Female	Total
Total Population	62	10	72
Regular Inmates	60 (2 state)	10 (0 State)	70 (2 state)
Average Daily Population	56	11	67
Work Release Inmates	2	0	2
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	1
Boarded Out	0 (0 Wayne)	0	0
Weekend Inmate(s)	0	0	0

Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	27	6	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

Motion by Commissioner Arnold to approve the Warden’s November 2021 report on the Jail Census and Personnel Report.  
Second by President Judge Legg. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and accept the resignation of Jonathan Zielewicz from the position of full-time Corrections Officer, effective November 12, 2021, per Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the transfer of Edward Thomas from the position of part-time Corrections Officer to the open, full-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 16, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Arnold to ratify and approve the hiring of Jordan Holtzman, Great Bend, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hall to ratify and approve the hiring of Melissa McCloskey, New Milford, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Boarding-in/income/fines/ Domestic

for the month of November 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1650.00
Wayne County	\$ 0.00
Room/Board fees	\$ 440.00
Fines and Court fees	\$ 1050.00
Domestic Relations	\$ 200.00

Public Comment:  
Question and comment regarding the court process, female work release, treatment program, doctor billing and the Mental Health Center.  
Warden Hindman informs board on inmate handbook, staffing and Training Lieutenant.

Motion by Commissioner Hall to close the Prison Board Meeting.  
Second by District Attorney O’Malley. Ayes: Unanimous. Motion carried.

Sheriff Benedict declared the meeting adjourned at 8:58 am.

Attest:

Approved:

\_\_\_\_\_  
Rebekah Hubbard, Chief Clerk

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Sheriff Lance Benedict, Chairman



