

THE MINUETS OF THE BRADFORD COUNTY COMMISSIONERS

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

A meeting of the Bradford County Commissioners was called to order by Chairman Daryl Miller at 10:00 am.

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving approving the minutes of October 12, 2023

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving resolution 2023-11 to allocate a donation for Volunteer Emergency Responders.

Daryl L Miller, Chairman
Doug McLinko, Vice Chairman
John M Sullivan, Commissioner



Michelle L Shedden, Chief Clerk
Jonathan Foster, Solicitor

Bradford County Commissioners Office

**A RESOLUTION TO ALLOCATE A DONATION FOR
VOLUNTEER EMERGENCY RESPONDERS
2023-11**


WHEREAS, the Bradford County Commissioners recognize that the development of natural gas has created dramatic changes for our emergency responders. Our volunteers are presented with constantly increasing call volumes, the purchase of new equipment, and more training and yet their resources continue to be strained; and

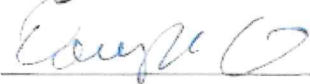
WHEREAS, in accordance with Section 2314(g) of Act 13, money can be distributed for emergency preparedness and public safety services.

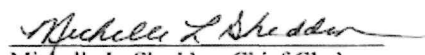
NOW THEREFORE, we, the Commissioners of Bradford County, Pennsylvania do hereby resolve that effective this 26th day of October 2023, a donation in the amount of \$10,000.00 will be distributed to all volunteer fire departments and EMA's that currently service Bradford County to be used only for the purposes allowed under Act 13 as stated herein.

IN WITNESS WHEREOF, we have set our hand and seal this 26th day of October 2023.

ATTEST:







Michelle L. Shedden, Chief Clerk



Bradford County Commissioners

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving resolution 2023-12 to allocate a donation to Sayre Borough Police Department for the purchase of CentralSquare software in the amount of \$243,842.09.

Daryl L Miller, Chairman
Doug McLinko, Vice Chairman
John M Sullivan, Commissioner



Michelle L Shedden, Chief Clerk
Jonathan Foster, Solicitor

Bradford County Commissioners Office

Resolution 2023-12


WHEREAS, the Bradford County Commissioners recognize that our law enforcement agencies are important to the communities in Bradford County, and

WHEREAS, in accordance with Section 2314(g) of Act 13, money can be distributed for the delivery of emergency preparedness and public safety services and

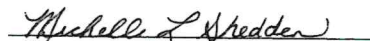
NOW THEREFORE, we, the Commissioners of Bradford County, Pennsylvania do hereby resolve that effective this 26th day of October 2023 a donation in the amount of \$243,842.09 will be distributed to Sayre Borough Police Department for the purchase of CentralSquare software.

IN WITNESS WHEREOF, we have set our hand and seal this 26th day of October 2023.

ATTEST:



2023/10/26



Michelle L. Shedden, Chief Clerk



Bradford County Commissioners

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving Resolution 2023-13 supporting Trehab's application to the Pennsylvania Housing Finance Agency for 2022 PHARE funds in the amount of \$515,000.00.

Daryl L. Miller, Chairman
Doug McLinko, Vice Chairman
John M Sullivan, Commissioner



Michelle L. Shadden, Chief Clerk
Jonathan Foster, Solicitor

Bradford County Commissioners Office

2023-13

**RESOLUTION AUTHORIZING THE FILING OF
A PROPOSAL FOR PENNSYLVANIA HOUSING AFFORDABILITY AND REHABILITATION
ENHANCEMENT FUNDS**

WHEREAS, the Pennsylvania Housing Finance Agency (PHFA) is seeking proposals for funding from the PHARE Fund, which was established by Act 105 of 2010; and

WHEREAS, the PHARE Fund, hereinafter referred to as Program, provides financial assistance to Counties/Communities impacted by the Marcellus Shale industry to address housing needs; and

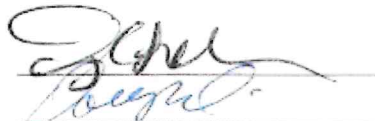
WHEREAS, Trehab prepared a Proposal on behalf of the County to apply for \$515,000 to administer a Down Payment/ Closing Cost Assistance Program and Home Renovation Assistance;

WHEREAS, the County wishes to file said Proposal with PHFA;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Bradford that approval is hereby given to file with PHFA said Proposal, including all certifications, understandings and assurances contained therein, and that the Chairman of the Board of Commissioners is hereby authorized and directed to execute said Proposal on behalf of the County.

BE IT FURTHER RESOLVED that the Board of Commissioners of the County of Bradford does hereby authorize, through a Management Agreement, the administration of the program through Trehab.

I hereby certify that the above resolution is a true and correct copy of the resolution duly passed and adopted by the Board of Commissioners of the County of Bradford, at a regular meeting held on 26th day of October 2023.



John M. Sullivan
Bradford County Commissioners

ATTEST:



Michelle L. Shadden
Chief Clerk

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

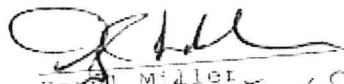
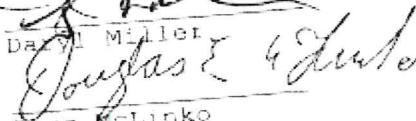
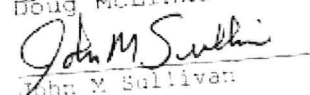
A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving Resolution 2023-14 authorizing the signatories to execute a Consent Order and Agreement (COA) between the Department of Environmental Protection and Bradford County.

RESOLUTION NO. 2023-14

BE IT RESOLVED by the Officials in Bradford County, Pennsylvania, that Daryl Miller, Doug McLinko and John M Sullivan be authorized and directed to sign the attached Consent Order and Agreement (COA) and the Chief Clerk be authorized and directed to attest and seal the same.

DATE: October 26, 2023

ATTEST:


Daryl Miller

Doug McLinko

John M Sullivan

CERTIFICATION

I, Michelle L. Shedden, Chief Clerk of Bradford County, Pennsylvania, do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted at a regular meeting of Bradford County Officials held on October 26, 2023

(SEAL)

BY: 
Chief Clerk

DATE: 10/26/23

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to authorizing the Chairman to sign a certification form to accept funds from the Pennsylvania Opioid Misuse and Addiction Abatement Trust ("Trust")

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving a letter of support for Trehab and Bradford County Housing Program to the Pennsylvania Housing Finance Agency for 2023 PHARE applications.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving a Cooperation agreement between Bradford County and Trehab for the Bradford County Home Buyer/Down Payment/Closing Cost Assistance and Home Renovation Assistance Program.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving addendum to brokerage agreement between Bradford County Commissioners

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

and Henry Dunn, Inc. and Dunn Financial at a fee of \$32,000.00 for the period January 1, 2024 through December 31, 2024.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to authorizing the Chief Clerk to legally advertise that the 2024 County Budgets will be available for public review for twenty (20) days effective November 9, 2023 and action to approve the budgets will be taken on December 14, 2023.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the CDBG 2019-2020 ARCC Garage Roof Budget Revision to make it a multi-year project.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to the approval of the CDBG Extension for Abuse & Rape Crisis Center from April 20, 2024 to August 31, 2024.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving an agreement between Bradford County and Guyette Communication Industries for audio software at the Bradford County Public Safety Center in the amount of \$16,897.00 and authorize the Chairman to sign.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving renewal between Bradford County and Pennsylvania Department of Environmental Protection for the Black Fly Suppression for 2024 in the amount of \$56,000.00.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the amended agreement between Bradford County and The Children’s House for the provision of Human Services through the Human Services Development Fund for Fiscal Year 2023/2024.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the amended agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority and the following effective July 1, 2023 through June 30, 2024.

A Better Today Inc.
ARCC Abuse & Rape Crisis Center
Avenues Recovery Medical Center at Valley Forge
Bowling Green Brandywine LLC
Bradford Recovery Center
Casa-Trinity, Inc.
ClearVision Health and Wellness
ClearVision Residential Treatment Services, Inc.
Clem-Mar House, Inc.
Colonial House Inc.
Cornell Abraxs I
Crossroad Counseling, Inc.
Drug and Alcohol Rehabilitation Services, Inc.
Eagleville Hospital
Endless Mountains Extended Care
Firetree, LTD
Gatehouse
Gaudenzia
Harbor Counseling
Huntington Creek Recovery Center
Lebanon Treatment Center
Libertae, Inc.
Malibu Wellness Ranch
Pathway to Recovery
Positive Recovery Solutions
Pyramid Healthcare, Inc.
Sullivan County Victim Services
The Main Link

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

White Deer Run, LLC
Williamsport Family Medical Center

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving an agreement for professional services between Bradford County Children and Youth Services and Laboranti Mediation and Counseling, LLC effective July 1, 2023 through June 30, 2024 inclusive.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the letter of agreement between Bradford County Children and Youth Services and the following effective July 1, 2023 through June 30, 2024 inclusive:

PharChem
Pressley Ridge

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the transfer of John Harrison from full-time Acting Deputy Warden to full-time Deputy Warden, per the recommendation of Pete Quattrini, Warden, effective October 18, 2023.


A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the transfer of Christina Koser from full-time Field Investigator to full-time Senior Field Investigator, per the recommendation of Colleen Klein, Assessment Director, effective October 22, 2023.

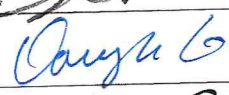
A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the transfer of Sarah Burnett from full-time Account Clerk 1 to full-time Admin Assistant, per the recommendation of Dawn Close, Prothonotary, effective September 18, 2023.

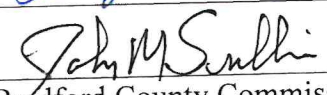
A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the transfer of Brianna Hartford full time Caseworker Manager 1 from Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director, effective May 16, 2023.

OTHER

The Court appoints Roxanne Gilbert-Wells to fill the office of County Auditors effective October 19, 2023 for the unexpired term to December 31, 2023.






Bradford County Commissioners

SALARY BOARD
THURSDAY OCTOBER 26, 2023
PRESENT: Daryl Miller, Doug McLinko, John Sullivan and Matt Allen

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Treasure Matt Allen, seconded by Commissioner McLinko, all voted "aye" to approving the following salaries:

John Harrison, FT Deputy Warden	Grade24
Effective October 18, 2023	\$32.18

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

Christina Koser, FT Senior Field Investigator
Effective October 22, 2023

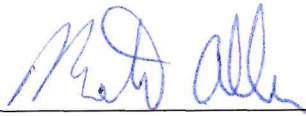
Grade21
\$18.48

Sarah Burnett, FT Admin Assistant 2
Effective September 18, 2023

Grade15
\$16.73

Brianna Hartford, FT Caseworker Manager 1
Effective May 16, 2023

Grade29
\$26.23



Treasure



Salary Board

ASSESSMENT BOARD
THURSDAY OCTOBER 26, 2023
PRESENT: Daryl Miller, Doug McLinko, John Sullivan

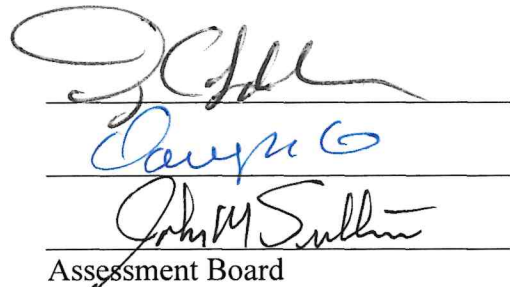
UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approving the following for tax exemption:

Nicholas J Zanghi
764 Struble Road
Athens, PA 18810
Veteran Exemption – NEW
Parcel# 23-035.00-100-107-000

James L Williams Sr.
2859 Burlington Turnpike
Towanda, PA 18848
Veteran Exemption – NEW
Parcel# 12-084.00-076-000-000



Assessment Board

ELECTION BOARD
THURSDAY OCTOBER 26, 2023
PRESENT: John Sullivan, Fred Wheaton, Charles Welles

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Wheaton, seconded by Mr. Welles, all voted "aye" to authorizing the Director of Elections to appoint Poll Workers as needed effective November 2, 2023, at County polling locations that have vacancies, to serve on the Election Board for the 2023 Municipal Election on Tuesday, November 7, 2023.

A CONTINUATION OF THE MINUETS THURSDAY OCTOBER 26, 2023

A motion was made by Mr. Wheaton, seconded by Mr. Welles, all voted "aye" to authorizing the Chief Clerk to legally advertise the notice of the Pre-Election Testing of the Electronic Tabulation Equipment.

A motion was made by Mr. Wheaton, seconded by Mr. Welles, all voted "aye" to authorizing the Chief Clerk to legally advertise the following:

THE BRADFORD COUNTY RETURN BOARD will meet in the office of the Election Department of Bradford County, Court House, Towanda, Pennsylvania at 7:00 a.m. on Tuesday, November 07, 2023, and continue throughout the week as necessary, for the purpose of computing and canvassing returns of votes cast at the Municipal Election of November 7, 2023.

THE BRADFORD COUNTY BOARD OF ELECTIONS will meet Thursday, November 9, 2023, at 2:00 p.m. in the office of the Commissioner's Conference Room to determine the eligibility of any Provisional Ballots cast on November 7, 2023, Municipal Election.

Voters who have applied for a Mail-In or an Absentee Ballot and have not supplied a valid form of ID for the Municipal Election to be held on November 7, 2023, have until the sixth calendar day after the Municipal Election to provide their ID to the BRADFORD COUNTY BOARD OF ELECTIONS. A notice will be sent to any affected voter, via U.S. Mail.

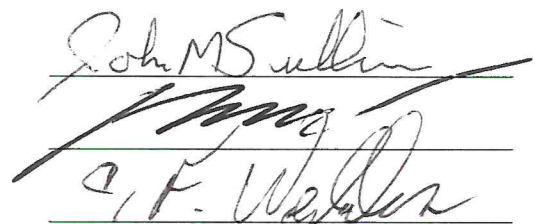
A motion was made by Mr. Wheaton, seconded by Mr. Welles, all voted "aye" to authorizing the Chief Clerk to legally advertise the Election Day Schedule for November 7, 2023.

A motion was made by Mr. Wheaton, seconded by Mr. Welles, all voted "aye" to authorizing the Chief Clerk to legally advertise the polling locations and times for the Municipal Election on November 7, 2023.

In accordance with Section 905 of the Pennsylvania Election Code the offices for which candidates are to be nominated at the Municipal Election on November 7, 2023 between the hours of 7:00 a.m. and 8:00 p.m. prevailing time and for which offices, nomination petitions must be filed in the office of the Secretary of the Commonwealth and the number to be elected are as follows:

One: Justice of the Supreme Court
Two: Judge of the Superior Court

For a list of candidates please contact the Election Bureau, located at 6 Court St, Suite 2, Courthouse Annex Bldg., Towanda, by calling 570-265-1727 or by email smithkorsr@bradfordco.org.


Election Board

VISITORS REMARKS

ADJOURNMENT

A motion was made by Commissioner McLinko, second by Commissioner Sullivan, all voted "aye" to adjourn at 10:52 a.m.