

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, DECEMBER 8, 2016

PRESENT: Doug McLinko, Daryl Miller, Ed Bustin and Becky Clark

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to amend the minutes of the Thursday, November 10, 2016 as follows:

Add: Open bids received for the Bradford County Copier Replacement Project.

Amend Effective Date: "authorize the Chief Clerk to legally advertise that the 2017 County Budgets will be available for public review for twenty (20) days effective **November 17, 2016**, and action to approve the budgets will be taken on December 22, 2016."

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the minutes of Thursday, November 10, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to award the Bradford County Comprehensive Plan project to The EADS Group, the lowest responsible bidder as per the recommendation of the Bradford County Planning Commission.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to award the Copier Replacement Project to Copy Source of Towanda, PA, the lowest responsible bidder.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an agreement between Bradford County and Real Time Medical Systems for use of TranSights™ Clinical, Financial, and Quality Management software at the Bradford County Manor at a monthly fee of \$500.00 for a period of twelve months effective December 1, 2016 through November 30, 2017 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an application for the Pennsylvania Emergency Management Agency (PEMA) Fiscal Year 2017 Emergency Management Program Grant (EMPG) and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the submission of the 1st quarter report for the Medical Assistance Transportation Program (MATP).

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to renew lead paint liability insurance coverage for projects under the Bradford County Housing Rehabilitation Program with Assurance Brokers Limited of Ballwin, MO through Westchester Surplus Lines Insurance Company for a period of one year (January 1, 2017 through January 5, 2018) at a cost of \$3,350.00.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an agreement between Bradford County and Joseph Cama, M.D. to provide on-site and care coordination of physician services at the Bradford County Correctional Facility for a period of twelve months effective January 1, 2017 through December 31, 2017 at a fee of \$6,800.00 per month.

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A CONTINUATION OF THURSDAY, DECEMBER 8, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the reappointment of the following individual to serve on the Bradford County Conservation District Board in the position of Farm Director for a term of four years ending December 31, 2020:

Scott Lackey

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an agreement between Bradford County and Communication Center Specialists dba: Console Cleaning Specialists for annual cleaning and maintenance/repair of the dispatch console furniture and equipment at the Bradford County 911 Center at a fee of \$2,000.00.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an agreement between Bradford County and the Law Office of Brian Scott Dietrich for Professional Legal Services, specifically Medicaid collections for Bradford County Manor and Complete Healthcare Resources, Inc.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Addendum to Brokerage Agreement between Bradford County, Henry Dunn, Inc., and Dunn Financial to extend the current Brokerage Agreement for an additional 12 months (January 1, 2017 through December 31, 2017) at the current annual rate of \$32,000.00.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the submission of the 2013 CDBG-DR Exempt Status Determination form for the 2013 CDBG-DR HR project, Gateway Commons, for exemption from further environmental review as stated in the environmental review regulations and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Letter of Agreement between Bradford County Human Services/Children and Youth Services and Jedediah C. Johnson for the period July 1, 2016 through June 30, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and Northampton County Juvenile Justice Center for the period July 1, 2016 through June 30, 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Unit of Service Funding Contract between Bradford County Human Services Agency, operator of Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Bradford/Sullivan Single County Authority and Partners in Family and Community Development for the period July 1, 2016 through June 30, 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the following:

the hire of Corey Craver as part time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 12, 2016.

the hire of Amanda Tunnicliff as part time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 12, 2016.

the hire of Carter Pries as part time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 12, 2016.

the hire of Jamie Strobe as part time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 12, 2016.

the hire of Kassidy Chilson as part time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 12, 2016.

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the transfer of Jacob Butcher from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Don Stewart, effective December 11, 2016.

the hire of Shirley Terrell as temporary part time Cook as per the recommendation of Warden Don Stewart, effective November 18, 2016

the transfer of Levi Eck from part time Correctional Officer to full time Correctional office as per the recommendation of Warden Don Stewart, effective November 20, 2016.

the hire of Janice Heskell as part time Cook as per the recommendation of Warden Don Stewart, effective November 28, 2016.

the hire of Lacey Maryott as Administrative Assistant I as per the recommendation of Sheriff CJ Walters, effective November 27, 2016.

the hire of Brooke Force as Administrative Clerk I as per the recommendation of Dawn Close, Prothonotary, effective November 13, 2016.

the hire of Jill D. Purcell as part time casual RN Supervisor as per the recommendation of Jim Shadduck, Manor Administrator, effective December 7, 2016.

the hire of Heather M. Williamson as part time casual LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective November 30, 2016.

the hire of Courtney A. Mines as part time casual RN Supervisor as per the recommendation of Jim Shadduck, Manor Administrator, effective November 30, 2016.

the hire of Jodi E. Malier as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective November 30, 2016.

the hire of Mikyla A. Castle as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 7, 2016.

the transfer of Tammy R. Smith from full time RN Supervisor to part time casual RN Supervisor as per the recommendation of Jim Shadduck, Manor Administrator, effective November 19, 2016.

the transfer of Ruth A. Bender from part time casual Valet to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective November 9, 2016.

the transfer of Ruth A. Bender from part time casual CNA to full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective November 27, 2016.

the transfer of Tasha N. Gowin from part time casual Universal Caregiver to part time casual LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2016.

Consider approving the hire of Colleen J. Cole as part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective December 5, 2016.

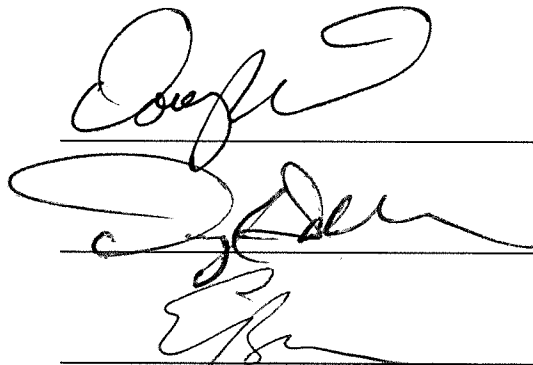
the transfer of Sebrina Shanks from Administrative Assistant I, Sheriff's Department to Account Tech II, Accounting as per the recommendation of Michael Soprano, Fiscal Director, effective November 27, 2016.

the hire of Kate Ashworth as full time Eligibility Specialist in Child Care Information Services (CCIS) as per the recommendation of Bill Blevins, Human Services Director, effective December 27, 2016.

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the hire of Amy Kneller as Ag Resource Specialist as per the recommendation of Cathy Yeakel, District Manager, Conservation District, effective December 12, 2016.

OTHER



Bradford County Commissioners

SALARY BOARD

UNFINISHED BUSINESS

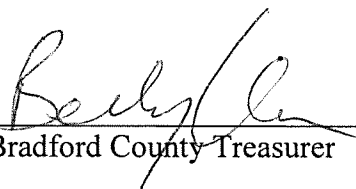
NEW BUSINESS

A motion was made by Ms. Clark, seconded by Mr. Miller, all voted "aye" to set the following salaries:

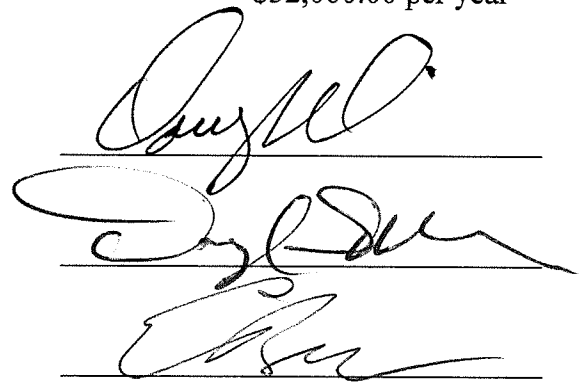
Corey Craver, pt Correctional Officer Effective December 12, 2016	\$11.25 per hour
Amanda Tunncliff, pt Correctional Officer Effective December 12, 2016	\$11.25 per hour
Carter Pries, pt Correctional Officer Effective December 12, 2016	\$11.25 per hour
Jamie Strobe, pt Correctional Officer Effective December 12, 2016	\$11.25 per hour
Kassidy Chilson, pt Correctional Officer Effective December 12, 2016	\$11.25 per hour
Jacob Butcher, ft Correctional Officer Effective December 11, 2016	\$12.50 per hour
Shirley Terrell, temporary pt Cook Effective November 18, 2016	G13 \$11.56 per hour
Levi Eck, ft Correctional Officer Effective November 20, 2016	\$12.50 per hour
Jill D. Purcell, pt casual RN Supervisor Effective December 7, 2016	G27 \$27.87 per hour
Heather M. Williamson, pt casual LPN Effective November 30, 2016	G21 \$17.94 per hour

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Courtney A. Mines, pt casual RN Supervisor Effective November 30, 2016	G27 \$27.87 per hour
Jodi E. Malier, pt casual Valet Effective November 30, 2016	\$7.85 per hour
Mikyla A. Castle, pt casual Valet Effective December 7, 2016	\$7.85 per hour
Tammy R. Smith, pt casual RN Supervisor Effective November 19, 2016	G27 \$27.87 per hour
Ruth A Bender, pt casual CNA Effective November 9, 2016	MU12 \$11.46 per hour
Ruth A. Bender, ft CNA Effective November 27, 2016	MU12 \$12.04 per hour
Tasha N. Gowin, pt casual LPN Effective September 30, 2016	G21 \$17.08 per hour
Janice Heskell, pt Cook Effective November 28, 2016	G13 \$11.56 per hour
Lacey Maryott, Administrative Assistant I Effective November 27, 2016	G14 \$12.14 per hour
Colleen J. Cole, pt casual CNA Effective December 5, 2016	MU12 \$11.46 per hour
Sebrina Shanks, ft Account Tech II Effective November 27, 2016	G18 \$14.74 per hour
Kate Ashworth, ft Eligibility Specialist Effective December 27, 2016	G14 \$12.14 per hour
Amy Kneller, ft Ag Resource Specialist Effective December 12, 2016	\$32,000.00 per year



 Bradford County Treasurer



 Bradford County Commissioners

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ASSESSMENT BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the following for **EXEMPT** status:

David C. Cronk
2505 Leraysville Road
Rome, PA 18837
Reason: Veterans Exemption – **NEW (House & 5 Acres)**
DMP # 29-051.00-095-006-000
Effective Date: January 1, 2017

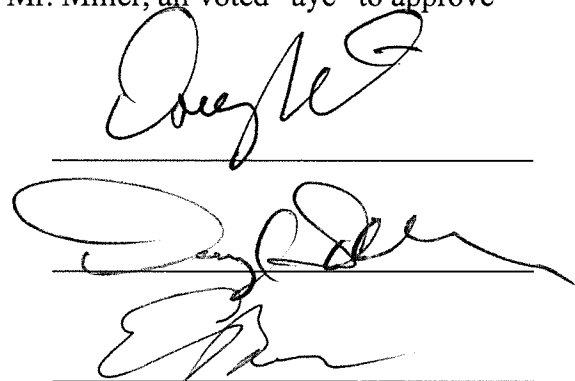
James E. Kepner
119 S. Keystone Avenue
Sayre, PA 18840
Reason: Veterans Exemption – **RENEWAL**
DMP # 36-020.22-659-000-000
Effective Date: January 1, 2017

Armsby L. Walters
790 Kadar Road
Rome, PA 18837
Reason: Veterans Exemption – **NEW**
DMP # 27-051.00-035-000-000
Effective Date: January 1, 2017

Harry W. Wright
768 South Main Street
Athens, PA 18810
Reasons: Veterans Exemption – **NEW**
DMP # 05-020.08-038-000-000
Effective Date: January 1, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the real estate changes for November 2016.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the occupational changes for November 2016.



Bradford County Commissioners
Acting Board of Assessment

VISITORS REMARKS

The Commissioners answered questions from the public and press at this time.

ADJOURNMENT

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to adjourn the meeting at 10:40 a.m.