

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, JUNE 8, 2017

PRESENT: Doug McLinko, Daryl Miller and Ed Bustin via telephone

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 May 25, 2017 to reflect the hire of Tammy Lyon as part time Administrative Clerk 1 (Receptionist) instead of Account Clerk 1 (Receptionist).

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the minutes of the May 25, 2017 meeting.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to award the Bulletproof Materials project at the Bradford County Department of Human Services to Total Security Solutions, the lowest responsible bidder.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to award the Residential Housing Inspector for Bradford County Housing Rehabilitation Program to Tice Construction, the lowest responsible bidder.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to reject the bid received for the Bradford County Chiller Project. Will rebid at a later date.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to proclaim June 2017 as “Dairy Awareness Month” in Bradford County.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to reappoint the following individuals to the Northern Tier Regional Planning and Development Commission Advisory Committee as follows:

Economic Development:	Dan Close, Tony Ventello and Joe Quatrini
Local Loan Review:	Keith Kline, Sue Williams and Anthony Gabello
Rural Area Transportation:	Matt Williams, Doug McLinko and Rick Biery
Local Elected Officials:	Doug McLinko, Daryl Miller and Ed Bustin

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an agreement with L.R. Aument, LLC for the preparation of bid documents and construction administration of the Courthouse Portico Repairs Project, at a fee of \$20,600 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an agreement with Vision Government Solutions to do programming customization for the Assessment Office at a fee of \$700.00 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an agreement with the County Commissioners Association of Pennsylvania (CCAP) to administer the CAPS Technical Support Program for Children and Youth Services and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to ratify action taken on June 1, 2017 to approve an amendment to a contract between Bradford County Children and Youth and Avanco International Incorporated to extend the current contract for a three month period and authorize Jen Cragle, Children and Youth Director to sign.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve a contract for the State Food Purchase Program approving Attachment “A” (Participation Statement) committing 75% of the State Food Purchase Program Grant monies to be used to purchase food through commercial food distribution in our region with 8% being used for administrative costs for the program for Fiscal Year 2017-18 (July 1, 2017 – June 30, 2018).

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an extension request to the 3-Year Project Activity Completion requirement for the 2013 Community Development Block Grant Contract (CDBG) #C000057311 Rome Borough Park Equipment and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve Resolution 2017-04 authorizing the submission of a 3-Year Community Development Plan, Assurances of Compliances, and the 2016 Community Development Block Grant (CDBG) Application for the following projects:

New Albany Borough:	\$130,000.00 – Street Paving, Drainage
Sayre Borough:	\$78,690.00 – Sewer Replacement for LMI
Countywide HR:	\$69,672.00 – LMI Income Owner-Occupied Homeowner Housing Rehab

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an Agreement with Larson, Kellett & Associates, P.C. of Montoursville, PA to perform a single audit for Bradford County for the year ending December 31, 2016 at an approximate cost of \$63,500.00 plus out-of-pocket costs and an additional fee of \$1,100.00 for the preparation of the single audit data collection form and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the Bradford/Sullivan Human Services County Plan for Fiscal Year 2017-2018.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an Agreement between Bradford/Sullivan Drug & Alcohol and the following providers for the period July 1, 2017 through June 30, 2018:

Pyramid Healthcare – Hillside
Gaudenzia Common Ground – Harrisburg
Gaudenzia Vantage House – Lancaster
Gatehouse for Women – Mountville
Gatehouse for Men – Litz
Pyramid Healthcare – Belleville
Colonial House, Inc.
Clem-Mar House, Inc. – Dallas
Clem-Mar House, Inc. – Edwardsville
Conewago-Snyder
Mental Health Associates

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an Amendment Unit of Service Funding Agreement between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Allied Services for the period June 1, 2017 through June 30, 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the Administrative Entity Operating Agreement effective July 1, 2017, for the purposes of Bradford/Sullivan Administrative Entity, conducting the administrative functions of the Consolidated (CMS # PA.0147) and Person/Family Directed Support (P/FDS) (CMS # PA. 0354) Waivers for individuals and Waiver Participants and Prospective Waiver Participants.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the following Human Services Development Fund (HSDF) awards contingent on State funding:

Area Agency on Aging	\$20,000.00
Big Brothers/Big Sisters	\$20,000.00
YMCA	\$8,055.00
Bradford/Wyoming Literacy	\$8,056.00
Good Grief Day Camp	\$3,500.00
Administration	\$3,137.00

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

the hire of Stephanie Schreiber as full time Dispatcher I as per the recommendation of Rob Repasky, effective June 12, 2017.

the transfer of Austin Merrill from part time Dispatcher to full time Dispatcher as per the recommendation of Rob Repasky, effective June 5, 2017.

the hire of Hong Zheng as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Erin Johnson as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Lauren Casselbury as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Kaitlyn Mallory as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Katheryn Weingartner as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Mara Wood as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Kayla Stable as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Brent Parks as full time Sewer Plant Backup Operator as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Teresa Collins as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the transfer of Renee Cole from full time CNA to full time Recreational Therapy Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 12, 2017.

the transfer of Shelby Fleming from part time casual Nurse Aide Trainee to full time Nurse Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 4, 2017.

the transfer of Tesa Route from part time casual Nurse Aide Trainee to full time Nurse Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 5, 2017.

the transfer of Milkyla Castle from part time casual Nurse Aide Trainee to full time Nurse Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 5, 2017.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

the transfer of Rachel McMahon from part time casual Nurse Aide Trainee to full time Nurse Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 5, 2017.

the transfer of Ashley Hart from part time casual Nurse Aide Trainee to full time Nurse Aide as per the recommendation of George Stauffer, interim Manor Administrator, effective June 5, 2017.

the hire of Candace Pierce as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the hire of Courtney Leahy as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective June 14, 2017.

the transfer Jessica Harmon from Clerk Typist 1 to Clerk Typist 2 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective June 5, 2017.

the hire of Jodi Miller as full time Cook as per the recommendation of Warden Don Stewart, effective June 5, 2017.

the transfer of Janice Haskell from part time Cook to per diem Cook as per the recommendation of Warden Don Stewart, effective June 5, 2017.

the hire of Michael Spencer as part time Correctional Office as per the recommendation of Warden Don Stewart, effective June 26, 2017.

the hire of Derrick Strait as part time Correctional Office as per the recommendation of Warden Don Stewart, effective June 26, 2017.

the hire of John Knecht as part time Correctional Office as per the recommendation of Warden Don Stewart, effective June 26, 2017.

the hire of Jared Lowry as part time Correctional Office as per the recommendation of Warden Don Stewart, effective June 26, 2017.

the hire of Megan Johnson as Administrative Assistant las per the recommendation of Matthew Williams, Planning Director, effective June 19, 2017.

the hire of Tina Westbrook as Account Technician II as per the recommendation of Michael Soprano, Fiscal Director, effective June 12, 2017.

the hire of Ethan Emiliani as Account Technician II as per the recommendation of Michael Soprano, Fiscal Director, effective June 19, 2017.

OTHER

The following individual has been hired in response to a Court Order from the Court of Common Pleas as Summer Intern for the Domestic Relations Office, effective June 8, 2017:

LeighAnn Miller



Bradford County Commissioners

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to create a County Caseworker Manger 1 position. This position would be a Grade 24 and pay \$19.77 per hour.

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

Stephanie Schreiber, ft Dispatcher Effective June 12, 2017	G16 \$13.38 per hour
Austin Merrill, ft Dispatcher Effective June 5, 2017	G16 \$13.38 per hour
Hong Zheng, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Erin Johnson, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Lauren Casselbury, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Kaitlyn Mallory, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Katheryn Weingartner, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Mara Wood, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Kayla Stahle, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Brent Parks, ft Sewer Plant Backup Operator Effective June 14, 2017	MU14 \$12.20 per hour
Teresa Collins, pt casual Valet Effective June 14, 2017	\$7.85 per hour
Renee Cole, ft Recreational Therapy Aide Effective June 12, 2017	MU12 \$11.95 per hour
Shelby Fleming, ft Nurse Aide Effective June 4, 2017	MU12 \$11.74 per hour
Tesa Route, ft Nurse Aide Effective June 5, 2017	MU12 \$11.74 per hour
Milkyla Castle, ft Nurse Aide Effective June 5, 2017	MU12 \$11.74 per hour
Rachel McMahon ft Nurse Aide Effective June 5, 2017	MU12 \$11.74 per hour

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

Ashley Hart, ft Nurse Aide
Effective June 5, 2017
MU12
\$11.74 per hour

Candace Pierce, pt casual Valet
Effective June 14, 2017
\$7.85 per hour

Courtney Leahy, pt casual Valet
Effective June 14, 2017
\$7.84 per hour

Jessica Harmon, Clerk Typist 2
Effective June 5, 2017
G12
\$11.01 per hour

Jodi Miller, ft Cook
Effective June 5, 2017
G13
\$11.56 per hour

Michael Spencer, pt Correctional Officer
Effective June 26, 2017
\$11.25 per hour

Derrick Strait, pt Correctional Officer
Effective June 26, 2017
\$11.25 per hour

John Knecht, pt Correctional Officer
Effective June 26, 2017
\$11.25 per hour


Jared Lowry, pt Correctional Officer
Effective June 26, 2017
\$11.25 per hour

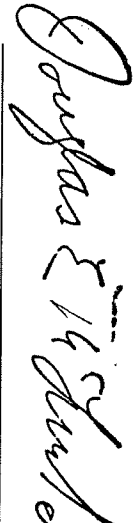
Megan Johnson, Administrative Assistant 1
Effective June 19, 2017
G14
\$12.14 per hour

Tina Westbrook, Account Technician II
Effective 12, 2017
G18
\$14.74 per hour

Ethan Emiliani, Account Technician II
Effective June 19, 2017
G18
\$14.74 per hour

Leighann Miller, Summer Intern
Effective June 8, 2017
G7
\$8.62 per hour


Bradford County Treasurer


Douglas E. Richards


Bradford County Commissioners

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, JUNE 8, 2017

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 a **REFUND**:

1 year in 2017 of county taxes paid by David & Carol Allis in the amount of \$321.46

Reason: House and 5 acres approved for a Veterans Exemption
Parcel # 23-021.00-020-000-000

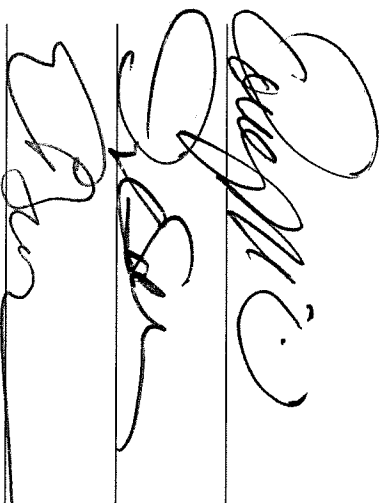
256 days in 2017 of county taxes paid by Charles F. Welles III in the amount of \$127.61

Reason: Log home dismantled.
Parcel # 46-114.06-005-000-000

1 year in 2017 of county taxes paid by WPAW, LTD in the amount of \$5,672.37
Reason: Appeal Settlement
Parcel # 09-020.19-008-000-000

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the real estate changes for May 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the occupational changes for May 2017.



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 10:38 am.