

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, MAY 12, 2016

PRESENT: Doug McLinko, Daryl Miller and Ed Bustin

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

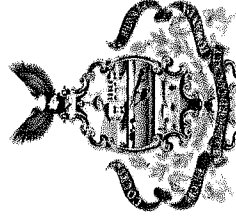
A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the minutes of Thursday, April 28, 2016.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted “aye” to authorize the Chief Clerk to legally advertise request for bids for paving and cement components of the Hornbrook Park Playground Project.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted “aye” to approve a proclamation recognizing May 1<sup>st</sup> through May 7<sup>th</sup>, 2016 as Corrections Employees Week in Bradford County.

Doug McLinko, Chairman  
Daryl L. Miller, Vice Chairman  
Ed Bustin, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

PROCLAMATION

Corrections Employees Week  
May 3 – 9, 2015

**WHEREAS:** the Bradford County Correctional Facility employs more than 50 correctional professionals who provide one of the County's most important public services – protecting communities and caring for over 175 incarcerated men and women annually; and

**WHEREAS:** the National Correctional Officers and Employees Week, which runs May 1 – 7, 2016, is a time to recognize the service and professionalism of those who work in corrections; and

**WHEREAS:** the “Pennsylvania System,” as it became known, was the leading influence in the development of penology throughout the 19<sup>th</sup> Century and the forerunner of modern corrections; and

**WHEREAS:** the secure and safe operation and management of those in the Bradford County Correctional Facility on a daily basis rests in the hands of more than 50 trained, skilled and dedicated corrections professionals. They are administrators, corrections officers, counselors, treatment specialists, educators, clerical support staff, business administrators and purchasing agents, personnel and labor relations specialists, clergy, medical professionals, food service specialists, computer technicians, planners and research analysts and skilled craftspeople upon whose skills, efficiency and professionalism the functions of the Bradford County Correctional Facility depends; and


**WHEREAS:** although each of these dedicated professionals works in a different field and specializes in a specific area, all are committed to a common goal: the secure, safe and humane operation of our commonwealth's correctional facilities where employees work to reduce future crime through the delivery of programs to change offenders' criminal behavior.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, MAY 12, 2016

WHEREFORE, we, the Commissioners of Bradford County, Pennsylvania, do hereby proclaim May 1 - 7, 2016 as Corrections Employees Week in Bradford County, Pennsylvania. We encourage all Bradford County residents to recognize the vital role these dedicated professionals play in ensuring the effective operation of our correctional system in the interest of public safety.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seal of the County of Bradford to be affixed this 12<sup>th</sup> day of May, in the year of our Lord, two thousand sixteen.

ATTEST:

  
Michelle L. Sheddin  
Chief Clerk  
  
Bradford County Commissioners

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the appointment of Greater Valley Chamber of Commerce President, Aaron Amspacker to the Bradford County Tourism Promotion Agency Board of Directors. He will be replacing Jim Carroll who has resigned, term of this office will expire in December 2018.

A motion as made by Mr. Miller, seconded by Mr. McLinko, both voted "aye" and Mr. Bustin opposed the approval of an Agreement between Bradford County and Pennsylvania Department of Human Services Office of Long Term Living for Intergovernmental Transfers of Funds to provide the non-federal share of Medical Assistance (MA) payments to the county nursing facility, and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Final Completion Report to the State for the use of liquid fuel funds on County Bridge No. 22 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Final Completion Report to the state for the use of liquid fuel funds on County Bridge No. 26 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Final Completion Report to the state for the use of liquid fuel funds on County Bridge No. 37 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Grant Agreement between Bradford County and Pennsylvania Commonwealth Department of Military and Veterans Affairs for funding for the Bradford County Veterans Office.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Agreement between Bradford County and Kai Pan for IT Services at the Bradford County Library Systems at a fee of \$75.00 per hour/120 hour package for a period of 12 months (May 14, 2016 through May 13, 2017).

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the appointment of Endocrinologist, Ferrol Joseph Lee, M.D. to the Professional Consulting Staff at the Bradford County Manor.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the submission of a State Fiscal Year 2016-2017 Hazardous Material Emergency Response Preparedness (HMRF) Grant to the Pennsylvania Emergency Management Association.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, MAY 12, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an Agreement between Bradford County and Richard Jennings, Esquire for the provision of legal services to clients on behalf of the Bradford County Public Defender’s office for a term of 12 months (January 1, 2016 – December 31, 2016) at a rate of \$40.00 per hour, not to exceed a total of fifteen hours per week.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve an Amendment Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and the Tioga Department of Human Services for the period July 1, 2015 through June 30, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted “aye” to approve the following Purchase of Service Agreements between Bradford County Human Services/Children and Youth Services and the following providers for the period July 1, 2015 through June 30, 2016:

Central Counties Youth Center  
NHS Pennsylvania  
NHS Youth Services, Inc.

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

the hire of Matthew Williams as full time Planning Director as per the recommendation of the Bradford County Commissioners, effective May 23, 2016.

the transfer of Jason M. Watkins from part time causal Dietary Attendant to part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective May 3, 2016.

the transfer of Mandy J. Hamilton from full time Universal Caregiver to full time LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective May 15, 2016.

the hire of Helen E. Connor as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective May 11, 2016.

the hire of Kendra M. Robbins as part time casual Valet as per the recommendation Jim Shadduck, Manor Administrator, effective May 16, 2016.

the hire of Nicole R. Austin as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective May 16, 2016.

the hire of Deanna A. Stedge as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective May 16, 2016.

the hire of Jessica A. Rohde as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective May 16, 2016.

the hire of Tandra L. Floyd as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective May 16, 2016.

the hire of Jennifer B. Chapman as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective May 18, 2016.

the hire of Christina M. Agnew as part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective May 18, 2016.

the hire of Austin R. Jelliff as part time casual Summer Intern as per the recommendation of Cathy Yeakel, Conservation District Manager, effective May 9, 2016.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, MAY 12, 2016

the transfer of Benjamin Hitchcock from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Stewart, effective May 15, 2016.

the transfer of Shannon N. Cahill from County Caseworker 2 Children & Youth Services to County Caseworker 2 Mental Health as per the recommendation of Bill Blevins, Human Services Director, effective May 16, 2016.

the hire of Angela K. Moretz as full time Paralegal as per the recommendation of Rich Wilson, Chief Public Defender, effective May 23, 2016.

the hire of Chase Pepper as part time casual Summer Parks Crew as per the recommendation of Kim Corbett, Maintenance Director, effective May 17, 2016.

OTHER



Bradford County Commissioners

SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

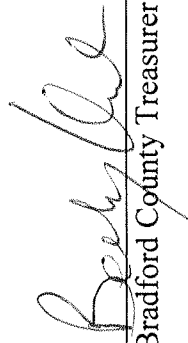
A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the creation of a grade 16, part time casual Veterans Services Outreach Coordinator position, effective May 17, 2016.

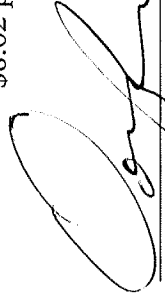


A motion was made by Mr. Miller, seconded by Ms. Clark, all voted "aye" to set the following salaries:

Matthew Williams, ft Planning Director Effective May 23, 2016	G24 \$53,500.00 per year
Jason M. Watkins, pt casual Housekeeping Attendant Effective May 3, 2016	MU9 \$9.56 per hour
Mandy J. Hamilton, ft LPN Effective May 15, 2016	G22 \$18.36 per hour
Helen E. Conner, pt casual Valet Effective May 11, 2016	\$7.85 per hour
Kendra M. Robbins, pt casual Valet Effective May 16, 2016	\$7.85 per hour

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, MAY 12, 2016

Nicole R. Austin, pt casual Valet Effective May 16, 2016	\$7.85 per hour
Deanna A. Stedje, pt casual Valet Effective May 16, 2016	\$7.85 per hour
Jessica A. Rohde, pt casual Valet Effective May 16, 2016	\$7.85 per hour
Tambra L. Floyd, pt casual Valet Effective May 16, 2016	\$7.85 per hour
Jennifer B. Chapman, pt casual Housekeeping Attendant Effective May 18, 2016	MU9 \$9.56 per hour
Christina M. Agnew, pt causal CNA Effective May 18, 2016	MU12 \$11.46 per hour
Austine R. Jelliff, pt casual Summer Intern Effective May 9, 2016	G7 \$10.00 per hour
Benjamin Hitchcock, ft Correctional Officer Effective May 15, 2016	\$12.50 per hour
Shannon N. Cahill, County Caseworker 2 Effective May 16, 2016	G20 \$17.56 per hour
Angela K. Moretz, ft Paralegal Effective May 23, 2016	G18 \$14.74 per hour
Chase Pepper, pt casual Summer Parks Crew Effective May 17, 2016	G7 \$8.62 per hour

  
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Bradford County Treasurer

  
  
  
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Bradford County Commissioners

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, MAY 12, 2016




ASSESSMENT BOARD

UNFINISHED BUSINESS

NEW BUSINESS

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

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

  
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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 10:29 a.m.