

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, APRIL 14, 2016

PRESENT: Doug McLinko, Daryl Miller and Ed Bustin

PLEDGE OF ALLEGIANCE TO THE FLAGCALL TO ORDERVISITOR REMARKS CONCERNING AGENDAUNFINISHED BUSINESS

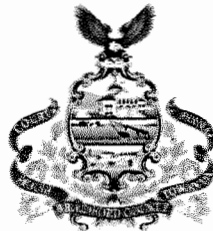
A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the minutes of Thursday, March 24, 2016.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to award the Bradford County Bridge Rehabilitation Projects: Sites C, D & E to HRI, Inc.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to proclaim April 10 – 16, 2016 as National Public Safety Telecommunicators' 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  
National Public Safety Telecommunicator's Week  
April 10 - 16, 2016

WHEREAS: emergencies can occur at anytime requiring police, fire or emergency medical services; and

WHEREAS: when an emergency occurs, the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS: the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Bradford County 911 Center; and

WHEREAS: public safety dispatchers are the first and most critical contact our citizens have with emergency services; and

WHEREAS: public safety dispatchers have handled and processed 26,614 calls as of April 10, 2016 with 4,540 of the calls being 911 emergency dispatches; and

WHEREAS: public safety dispatchers are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information ensuring their safety; and

WHEREAS: public safety dispatchers of the Bradford County 911 Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS: each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year; and

WHEREAS: the 911 center is in operation 24 hours a day, 7 days a week, 365 days a year, and the residents of Bradford simply can't live without this service.

NOW THEREFORE BE IT RESOLVED, that the Bradford County Board of Commissioners hereby proclaims the week of April 10-16, 2016 as "National Public Safety Telecommunicator's Week" in Bradford County and joins in honoring the men and women whose diligence and professionalism keep our county and citizens safe.

IN WITNESS WHEREOF, we have set our hands and caused the seal of Bradford to be affixed this 14th day of April, 2016.

Attest:

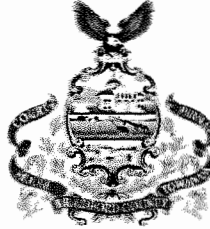
*Michelle L. Shedden*  
Chief Clerk

*Doug McLinko*  
*Daryl Miller*  
*Ed Bustin*  
Bradford County Commissioners

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to proclaim April 2016 as National Donate Life Month in Bradford County.

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



Michelle Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office  
PROCLAMATION

National Donate Life Month  
April 2016

WHEREAS: currently in the United States there are more than 124,000 men, women, and children waiting for life saving organ transplants; and

WHEREAS: approximately 22 people die each day waiting because of the shortage of organ donors including one Pennsylvanian every 18 hours; and


WHEREAS: one organ and tissue donor has the ability to save up to eight lives and benefit the lives of 50 others; and

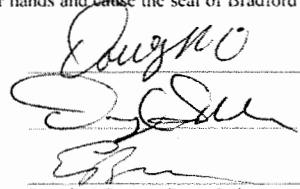
WHEREAS: "National Donate Life" month was started in 2003 and is celebrated in April each year to promote organ donation through education and awareness.

NOW THEREFORE BE IT RESOLVED that we, the Bradford County Commissioners, hereby proclaim April 2016 as **National Donate Life Month** in Bradford County. We encourage all citizens to support this critical effort and give the gift of life by becoming an organ and tissue donor. You can learn more about organ and tissue donation and register as an organ and tissue donor at [www.donatelife.org](http://www.donatelife.org).

IN WITNESS WHEREOF, we have set our hands and cause the seal of Bradford to be affixed this 14<sup>th</sup> day of April 2016.

Attest:

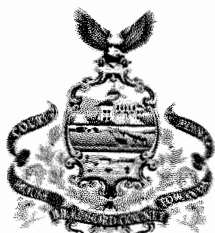
  
Michelle L. Shedden, Chief Clerk

  
Bradford County Commissioners

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on Friday, April 1, 2016 proclaiming April to be "Child Abuse Prevention Month" in Bradford County.

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



Michelle Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office  
PROCLAMATION

CHILD ABUSE PREVENTION MONTH  
APRIL 2016

WHEREAS: preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community;

WHEREAS: child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope;

WHEREAS: the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community;

WHEREAS: making sure each family has the support they need to raise their children in a healthy environment can reduce child abuse and neglect; all citizens should become involved in supporting families in raising their children in a safe, nurturing environment;

WHEREAS: all citizens should become more aware of the negative effects of child abuse and its prevention within the community, and become involved in supporting parents to raise their children in a safe, nurturing environment;

WHEREAS: the effects of child abuse are felt by whole communities, and need to be addressed by the entire community;

THEREFORE, the Bradford County Board of Commissioners do hereby proclaim April to be "Child Abuse Prevention Month" in Bradford County and call upon all citizens, community agencies, faith groups, medical facilities and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

IN WITNESS WHEREOF, we have set our hands and cause the seal of Bradford to be affixed this 1<sup>st</sup> day of April, 2016.

Attest:

*Michelle L. Shedden*  
Michelle L. Shedden, Chief Clerk

*[Signature]*  
Bradford County Commissioners

301 Main Street Towanda PA 18848 (570) 265-1727 Fax (570) 265-1729  
www.bradfordcountypa.org

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on Thursday, March 24, 2016 renewing an agreement between Bradford County and Carrie Donald, 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 \$50.00 per hour, not to exceed a total of fifteen hours per week.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on Friday, April 8, 2016 approving the submission of Pennsylvania Emergency Management Performance Grant for the fiscal year 2016.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on Friday, April 8, 2016 approving an Agreement for Professional Services between Bradford County and Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC for the design development of the Larnard-Hornbrook Park, Proposed Playground Project at a fee of \$15,000.00 plus \$500.00 for disbursements.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Agreement between Bradford County and SL Smith Company of Wyalusing to clean all exterior windows at the Bradford County Courthouse at a fee of \$1,500.00 and authorize the Chairman to sign.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Consulting Services Retainer Agreement between Bradford County and Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC for the 2016 and 2017 calendar year consulting services involving future County telecommunications infrastructure planning at proposed rates and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the appointment of Melinda Jo Ann Edger to the Bradford County Manor Professional Services Staff as Wound Care Nurse Practitioner.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Contract with The DRS Group for software and maintenance of a ScanPro2000 scanner at the Bradford County Library at a fee of \$795.00 for a period of 12 months (March 7, 2016 – March 6, 2017) with automatic yearly renewal and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Agreement between Bradford County and OnShift for scheduling software at the Bradford County Manor for a period of 24 months (June 1, 2016 to June 1, 2018) at a cost of \$1,000.00 for initial set-up and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve contracts between Bradford County and the following municipalities to provide Police Telephone Answering Services for the calendar year 2016:

Towanda Borough	\$1,749.00
Troy Borough	\$997.80
Sayre Borough	\$3,954.60
Athens Township	\$3,034.80
Athens Borough	\$1,980.60

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the renewal of a Lease between Bradford County and Matt Davis for 22 tillable acres of farmland located in the Township of West Burlington for a period of 12 months (March 1, 2016 – March 1, 2017) at a cost of \$1,188.22 to be paid in two equal installments of \$594.11 due June 30, 2016 and December 30, 2016.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Article of Agreement between Bradford County and Sheshequin Township Supervisors for the use of the Sheshequin Township Municipal Building for the Primary Election at a fee of \$50.00 and for the General Election at a fee of \$50.00.

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

Centre County Youth Service Bureau  
National LTD

A motion as made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Purchase of Service Agreements between Bradford County Human Services/Children and Youth Services and the following providers:

PA Treatment & Healing	April 1, 2016 – June 30, 2016
Child to Family Connections, Inc.	July 1, 2015 – June 30, 2016
George Junior Republic in Pennsylvania	July 1, 2015 – June 30, 2016
Bethany Christian Services of Central Pennsylvania	July 1, 2015 – June 30, 2016
Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health Systems	July 1, 2015 – June 30, 2016
Project Starphish, Inc.	July 1, 2015 – June 30, 2016
Pressley Ridge	July 1, 2015 – June 30, 2016

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Unit of Service Funding Agreement between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Bayada Home Health Care, Inc. for the period April 1, 2016 – June 30, 2016.

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

the transfer of Kenneth Marrow from Correctional Officer to Corrections Sergeant as per the recommendation of Warden Stewart, effective April 4, 2016.

the hire of Heather Hoffman as full time LPN as per the recommendation of Warden Stewart, effective April 25, 2016.

the hire of Elijah Bixby as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Christopher Storch as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Jeffrey King as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of David Rockwell as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Michael Delacruz as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Caleb Willey as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Natalie Gilbert as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Kylie Cazassa as part time Correctional Officer as per the recommendation of Warden Stewart, effective May 2, 2016.

the hire of Joe Bucek as part time Correctional Office as per the recommendation of Warden Stewart, effective May 2, 2016.

the transfer of Macy McMurray from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Stewart, effective April 17, 2016.

the hire of Janis R. Voegtlen as part time casual Administrative Clerk I as per the recommendation of Jim Shadduck, Manor Administrator, effective April 6, 2016.

the hire of Irene F. West as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective April 13, 2016.

Consider approving the hire of Robert C. Golder as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective April 13, 2016.

the hire of Breanna M. Bastion as part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective April 13, 2016.

the hire of Danielle N. Shaffer as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective April 13, 2016.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

the transfer of Rebecca Fowler from full time Universal Caregiver to part time Universal Caregiver as per the recommendation of Jim Shadduck, Manor Administrator, effective April 2, 2016.

the transfer of Nancy D. Nicholas from full time Account Clerk II to part time casual Account Clerk II as per the recommendation of Jim Shadduck, Manor Administrator, effective March 28, 2016.

the transfer of Sarah A. Donovan from part time casual CNA to full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective April 17, 2016.

the transfer of Christina Edwards from full time CNA to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective April 18, 2016.

the hire of Adam M. Wright as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective April 20, 2016.

the hire of Julie A. Hurlburt as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective April 27, 2016.

the hire of Samantha M. Loomis as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective April 20, 2016.

the transfer of Shirlita Robinson from part time casual CNA to full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective April 17, 2016.

the hire of Jessica L. Arthur as part time casual Administrative Clerk II as per the recommendation of Richard Wilson, Chief Public Defender, effective April 11, 2016.

the transfer of Tera L. Rowe from probationary to regular status Fiscal Technician, Human Services as per the recommendation of Bill Blevins, Human Services Director, effective February 3, 2016.

the transfer of Gabrielle K. Edsell from probationary to regular status Fiscal Technician, Human Services as per the recommendation of Bill Blevins, Human Services Director, effective March 19, 2016.


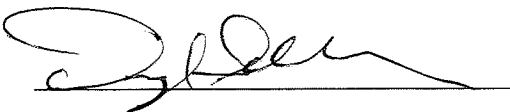

the transfer of Nichole M. Buck from probationary to regular status County Caseworker I, Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective February 20, 2016.

the transfer of Roger J. Heckrote from County Caseworker 2, Children and Youth Services to County Caseworker 2, Intellectual Disabilities as per the recommendation of Bill Blevins, Human Services Director, effective April 18, 2016.

OTHER

The May, June, and July Commissioners meetings will be held at the following remote locations at 10:00 am:

May 26, 2016 – Wyalusing Library  
June 23, 2016 – Wells Township Building  
July 28, 2016 – Ulster Township Building

  
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Bradford County Commissioners

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

SALARY BOARD

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

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Ms. Clark, seconded by Mr. Miller, all voted "aye" to approve the addition of a part time casual LPN position at the Bradford County Correctional Facility. This position would be a G21 with an effective date of April 11, 2016.

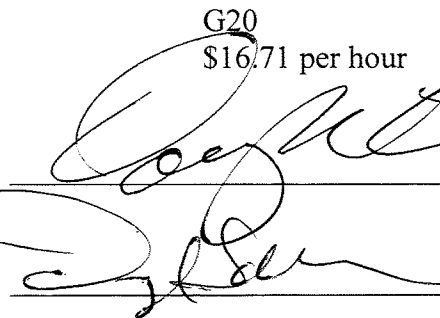

A motion was made by Mr. Miller, seconded by Ms. Clark, all voted "aye" to set the following salaries:

Kenneth Marrow, Corrections Sergeant Effective April 4, 2016	G19 \$15.49 per hour
Heather Hoffman, ft LPN Effective April 25, 2016	G22 \$17.93 per hour
Elijah Bixby, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Christopher Storch, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Jeffrey King, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
David Rockwell, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Michael Delacruz, pt Correctional Officer Effective May, 2016	\$11.25 per hour
Caleb Willey, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Natalie Gilbert, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Kylie Cazassa, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Joe Bucek, pt Correctional Officer Effective May 2, 2016	\$11.25 per hour
Macy McMurray, ft Correctional Officer Effective April 17, 2016	\$12.50 per hour
Janis R. Voegtlen, pt casual Administrative Clerk I Effective April 6, 2016	MU10 \$10.02 per hour
Irene F. West, pt casual Housekeeping Attendant Effective April 13, 2016	MU9 \$9.56 per hour
Robert C. Golder, pt casual Housekeeping Attendant Effective April 13, 2016	MU9 \$9.56 per hour

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

Breanna M. Bastion, pt casual CNA Effective April 13, 2016	MU12 \$11.46 per hour
Danielle N. Shaffer, pt casual Valet Effective April 13, 2016	\$7.85 per hour
Rebecca Fowler, pt casual Universal Caregiver Effective April 2, 2016	MU15 \$12.83 per hour
Nancy D. Nicholas, pt casual Account Clerk II Effective March 28, 2016	MU14 \$12.67 per hour
Sarah A. Donovan, ft casual CNA Effective April 17, 2016	MU12 \$11.74 per hour
Christina Edwards, pt casual CNA Effective April 18, 2016	MU12 \$11.46 per hour
Adam M. Wright, pt casual Housekeeping Attendant Effective April 20, 2016	MU9 \$9.56 per hour
Julia A. Hurlburt, pt casual Housekeeping Attendant Effective April 27, 2016	MU9 \$9.56 per hour
Samantha M. Loomis, pt casual Dietary Attendant Effective April 20, 2016	MU9 \$9.56 per hour
Shirlita Robinson, ft CNA Effective April 17, 2016	MU12 \$11.74 per hour
Jessica L. Arthur, pt casual Administrative Clerk II Effective April 11, 2016	G12 \$11.01 per hour
Tera L. Rowe, Fiscal Technician Effective February 3, 2016	G16 \$13.38 per hour
Gabrielle K. Edsell, Fiscal Technician Effective March 19, 2016	G16 \$13.38 per hour
Nichole M. Buck, County Caseworker 1 Effective February 20, 2016	G16 \$13.38 per hour
Roger J. Heckrote, County Caseworker 2 Effective April 18, 2016	G20 \$16.71 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, APRIL 14, 2016

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:

Wyalusing Borough

50 Senate Street

Wyalusing, PA 18853

Reason: The Borough purchased the property, demolished the building to clean up blighted conditions and improved the neighborhood.

DMP # 60-114.04-151-000-000

Effective Date: January 1, 2016

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

Athens Borough

2 South River Street

Athens, PA 18810

Reason: The Borough purchased the property, demolished the building to clean up blighted conditions and improved the neighborhood.

DMP # 05-020.11-231-000-000

Effective Date: January 1, 2016

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

Keystone Baptist Church

351 Fulton Street

Sayre, PA 18840

Reason: The building is used for some church functions, such as prayer group and youth group meetings.

DMP #41-007.04-113-000-000

Effective Date: January 1, 2016

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

John W. Howell

335 Barrett Road

Gillett, PA 16925

Reason: Veterans Exemption – **RENEWAL (House & 5 Acres)**

DMP #57-014.00-073-000-000

Effective Date: January 1, 2016

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

Joseph L. English

1564 Millcreek Road

LeRaysville, PA 18829

Reason: Veterans Exemption – **RENEWAL (House & 5 Acres)**

DMP # 44-078.00-069-002-000

Effective Date: January 1, 2017

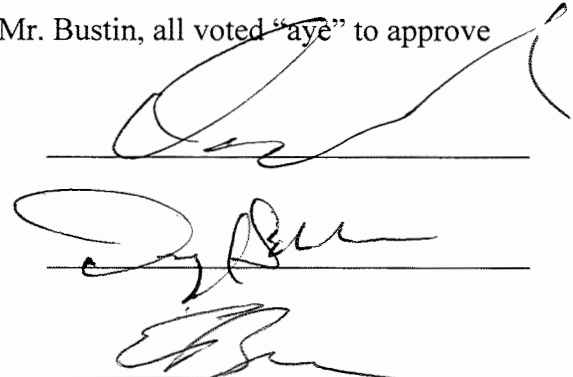
THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, APRIL 14, 2016

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

Gary O. Cobb  
3843 Springhill Road  
Wyalusing, PA 18853  
Reason: Veterans Exemption - **NEW**  
DMP # 54-104.00-007-010-000  
Effective Date: January 1, 2017

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

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



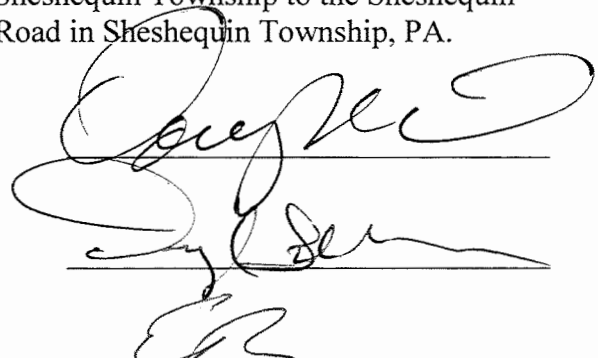
Bradford County Commissioners  
Acting Board of Assessment

ELECTION BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise the change of the Sheshequin Township Polling Location from the Trinket Community Hall in Sheshequin Township to the Sheshequin Township Building located at 1774 N. Middle Road in Sheshequin Township, PA.



Bradford County Board of Elections

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 10:50 a.m.