

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

WEDNESDAY, AUGUST 23, 2017

PRESENT: Doug McLinko, Daryl Miller and Ed Bustin

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

The meeting was called to order at 1:00 p.m.

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, August 10, 2017.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve Resolution 2017-05 approving a Reimbursement Agreement for costs associated with Bradford County Bridge 38 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2017-06 to designate Jeff Scarboro as the authorized person to execute for and on behalf of Bradford County all required forms and documents for the purpose of obtaining financial assistance under the Robert T Stafford Disaster Relief and Emergency Assistance Act.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on August 22, 2017 approving a Change Order Request from Insperity for updates to the TimeStar Time and Attendance System at the Bradford County Manor at a cost of \$1,400.00 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the renewal of a Maintenance Agreement with Election Systems & Software, LLC for election system software maintenance and license at a fee of \$25,590.00 for the term October 1, 2017 through September 30, 2018 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the Assurance of Compliance/Participation Form for the Fiscal Year 2018-2019 Children and Youth Needs Based Plan and Budget Estimate.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Unit of Service Funding Contracts between Bradford County Human Service Agency, operator of Bradford/Sullivan County Mental Health/Intellectual Disabilities Programs (MH/ID) and Bradford/Sullivan Single County Authority and the following providers for the period July 1, 2017 through June 30, 2018:

NHS Human Services of PA
Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health Systems
Allied Services

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority and Pyramid Ridgeview Adolescent for the period July 1, 2017 through June 30, 2018.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Purchase of Service Agreement between Bradford Human Services/Children and Youth Services and The Impact Project, Inc. for the period July 1, 2017 through June 30, 2018.

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A CONTINUATION OF WEDNESDAY, AUGUST 23, 2017

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

the transfer of Zachary Colegrove from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Don Stewart, effective August 20, 2017.

the hire of Kimberly S. Sandor as probationary Clerk Typist 1 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective August 28, 2017.

the hire of Melissa Keefe as per diem RN Supervisor as per the recommendation of George Stauffer, interim Manor Administrator, effective August 28, 2017.

the hire of Diane Cron as per-diem Staff Development Director as per the recommendation of George Stauffer, interim Manor Administrator, effective August 8, 2017.

the transfer of Tammy Gisler from Assistant Director of Nursing to interim Director of Nursing as per the recommendation of George Stauffer, interim Manor Administrator, effective July 24, 2017.

the hire of Taylor N. Landis as part time casual Administrative Clerk 1 as per the recommendation of George Stauffer, interim Manor Administrator, effective August 30, 2017.

the hire of Cali B. Glisson as part time casual Administrative Clerk 1 as per the recommendation of George Stauffer, interim Manor Administrator, effective August 30, 2017.

the hire of Lauren Casselbury as part time casual CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective September 11, 2017.

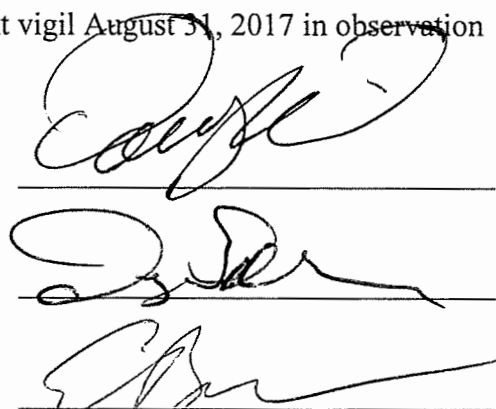
the hire of Kayla Stahle as part casual CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective September 11, 2017.

the hire of Kendra Robbins as part time casual CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 27, 2017.

the hire of Amy Bull as part time casual Dietary Attendant as per the recommendation of George Stauffer, interim Manor Administrator, effective September 13, 2107.

OTHER

Keith Kinsman and Robert Growling – Candle light vigil August 31, 2017 in observation of International Overdose Awareness Day.



Bradford County Commissioners

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SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

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

| | |
|---|--------------------------|
| Zachary Colegrove, ft Correctional Officer Effective August 20, 2017 | \$12.50 per hour |
| Kimberly S. Sandor, probationary ft Clerk Typist 1 Effective August 28, 2017 | G10 \$9.98 per hour |
| Melissa Keefe, per-diem RN Supervisor Effective August 28, 2017 | G27 \$30.32 per hour |
| Diane Cron, per-diem Staff Development Director Effective August 8, 2017 | G28 \$24.02 per hour |
| Tammy Gisler, interim Director of Nursing Effective July 24, 2017 | G30 \$40.00 per hour |
| Taylor N. Landis, pt casual Administrative Clerk 1 Effective August 30, 2017 | MU10 \$10.02 per hour |
| Cali B. Glisson, pt casual Administrative Clerk 1 Effective August 30, 2017 | MU10 \$10.02 per hour |
| Lauren Casselbury, pt casual CNA Effective September 11, 2017 | MU12 \$11.74 per hour |
| Kayla Stahle, pt casual CNA Effective September 11, 2017 | MU12 \$11.74 per hour |
| Kendra Robbins, pt casual CNA Effective July 27, 2017 | MU12 \$11.74 per hour |
| Amy Bull, pt casual Dietary Attendant Effective September 13, 2017 | MU9 \$9.56 per hour |

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the following salary corrections due to an error in the approved pay scale for experienced CNAs at the Bradford County Manor:

| | |
|---|--------------------------|
| Connie Beaman, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Jessica Benninger, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Shannon Bestanic, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Amy Bing, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Krystal Borrero, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |

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| | |
|---|--------------------------|
| Jaki Brown, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Helena Crandle, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Sarah Donovan, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Sara Driscoll, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Shaunna Fowler, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Connie Gleason, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Cathaleen Greene, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Alishia Gross, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Cheryl King, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Alexis Kline, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Shana Maines, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Brenda Mosier, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Kathleen Northrop, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Sandra Owen, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Cynthia Preston, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Shirlita Robinson, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Jessica Schultz, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Sherrie Shoemaker, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Brooke Silvers, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Danielle Stebbins, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Beth Taylor, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |

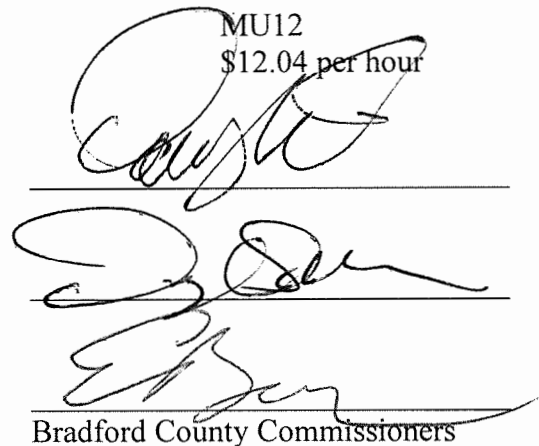
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| | |
|--|--------------------------|
| Carolyn Warner, CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Kaila Colon, pt casual CNA Effective August 21, 2017 | MU12 \$12.04 per hour |
| Alysson Delacruz, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Jenelle Hall, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Daisy Harbst, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Briana Muir, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Stephanie Parker, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Heather Reed, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Ocianna Valenzuela, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Krista Yates, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |
| Lucinda Walter, pt casual CNA Effective August 23, 2017 | MU12 \$12.04 per hour |

Absent

 Bradford County Treasurer

MU12
\$12.04 per hour



 Bradford County Commissioners

ASSESSMENT BOARD

UNFINISHED BUSINESS

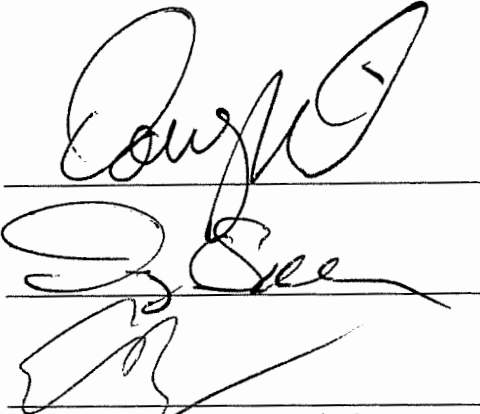
NEW BUSINESS

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

David E. Rutter
 3027 Highland Lake Road
 Warren Center, PA 18851
 Reason: Veterans Exemption – **NEW**
 DMP # 56-039.01-066-000-000
 Effective Date: January 1, 2018

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Donald C. Vanderpool
15 Boulder Lane
Towanda, PA 18848
Reason: Veterans Exemption – **NEW**
DMP # 38-073.00-288-000-000
Effective Date: January 1, 2018



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. Bustin, seconded by Mr. Miller, all voted "aye" to adjourn the meeting at 1:30 p.m.