

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, DECEMBER 10, 2015

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, November 12, 2015.

Open bids for Oxygen Services at Bradford County Manor.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2015-07 for the Signature Authority with the Pennsylvania Department of Transportation for a Supplement Reimbursement Agreement for Bridge No. 37 and authorize Chairman to sign.

RESOLUTION NO. 2015-07

BE IT RESOLVED by the County Commissioners in Bradford County, Pennsylvania, that the Chairman be authorized and directed to sign the attached Reimbursement Agreement and the County Chief Clerk be authorized and directed to attest and seal the same.

DATE: 12-10-15

ATTEST:

Michelle L. Shedd
County Chief Clerk

Bradford County

BY: *[Signature]*
Commissioner's Chairman

CERTIFICATION

I, Michelle L. Shedd, Chief Clerk of Bradford County, Pennsylvania, do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted at a regular meeting of the Bradford County Commissioners held on December 10, 2015.

(SEAL)

BY: *Michelle L. Shedd*
County Chief Clerk

DATE: 12-10-15

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve Resolution 2015-08 that states it is the policy of Bradford County to implement programs to ensure equal opportunity in housing all persons and consider ratifying action taken on December 1, 2015 authorizing the Chief Clerk to legally advertise the Fair Housing Notice.

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



Bradford County Commissioners Office

FAIR HOUSING RESOLUTION
2015-08

LET IT BE KNOWN TO ALL PERSONS OF THE COUNTY OF BRADFORD that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Relations Act. It is the policy of the County of Bradford to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex, national origin, handicap or disability, or familial status (families with children).

THEREFORE, the COUNTY OF BRADFORD does hereby pass the following resolution:

BE IT RESOLVED, that within available resources, the COUNTY OF BRADFORD will assist all persons who feel they have been discriminated against because of race, color, religion, ancestry, sex, national origin, handicap or disability or familial status (families with children) to seek equity under federal and state laws by filing a complaint with the Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development.

BE IT FURTHER RESOLVED, that the COUNTY OF BRADFORD shall distribute this Resolution and, through this distribution, shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the Pennsylvania Human Relations Act, and any local laws or ordinances.

Michelle Shedd, Chief Clerk
Jonathan Foster, Solicitor

Fair Housing Resolution
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Publicity will, at a minimum, include, but not be limited to:

- 1) the publication of this resolution or other applicable fair housing information through local media and community contacts;
- 2) distribution of posters, flyers, and any other available means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

ENACTED THIS 10th day of December 2015.

IN WITNESS WHEREOF, we hereunto set our hands and cause the seal of Bradford County to be affixed this 10th day of December 2015.

[Signatures]
Bradford County Commissioners

ATTEST:

Michelle L. Shedd
Michelle L. Shedd, Chief Clerk

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2015-09 authorizing the submission of the 2015 Community Development Block Grant Application and consider ratifying action taken on December 1, 2015 authorizing the Chief Clerk to legally advertise the 2015 Community Development Block Grant Entitlement Program.

Doni Melanks, Chairman
Daryl Miller, Vice Chairman
Ed Bustin, Commissioner



Bradford County Commissioners Office

RESOLUTION
2015-09

AUTHORIZING 2015 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, THE COUNTY OF BRADFORD, Commonwealth of Pennsylvania, being the duly organized governing body of the COUNTY of BRADFORD, as delineated by the Sixth Class County Code, having its principal place of business located at the Bradford County Courthouse, Towanda, PA 16848, and;

WHEREAS, the Commonwealth of Pennsylvania, through the Department of Community & Economic Development (DCEED), administers the Community Development Block Grant Small Communities Program (CDBG-SCP) as authorized by the Housing and Community Development Act of 1974, as amended and Act 179 of 1981, and;

WHEREAS, the COUNTY OF BRADFORD intends to submit an application under the CDBG-SCP program, and has conducted public hearings on September 24, 2015 and on December 7, 2015 in accordance with the Citizen Participation requirements, as required by DCEED, and;

WHEREAS, the COUNTY OF BRADFORD has held the aforesaid public hearings for the purpose of receiving public input on the Bradford County Three Year Community Development Plan and the 2015 CDBG application, and;

WHEREAS, the COUNTY OF BRADFORD does hereby and crave administration of the CDBG program to the Bradford County Grants Officer, and;

WHEREAS, the COUNTY OF BRADFORD does hereby agree to the conditions contained in the Statement of Assurances as required by DCEED, and attached hereto, and;

Resolution to Apply
Page 2

NOW, THEREFORE BE IT RESOLVED, the COUNTY OF BRADFORD does hereby authorize and agree to the following:

- 1) The preparation of the 2015 Community Development Block Grant Application
- 2) The adoption of the Bradford County Three Year Community Development Plan
- 3) The conditions of the Statement of Assurances

THIS RESOLUTION ENACTED THIS 10th DAY OF DECEMBER, 2015

IN WITNESS WHEREOF, we hereunto set our hands and cause the seal of Bradford County to be affixed this 10th day of December, 2015

Bradford County Commissioners

ATTEST:

Michelle L. Shedden, Chief Clerk

301 Main Street Towanda PA 16848 (814) 263-1727 Fax (814) 263-1728
www.bradfordcountypa.org

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A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chairman to sign the following documents for the 2015 Community Development Block Grant application: Single Application for Assistance, General Application Description/Certification, Statement of Assurances, Citizens Participation Report, Disclosure Report, and Four-Factor Analysis and Language Access Plan.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the Community Development Block Grant Three Year Plan.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chief Clerk to legally advertise a Request for Bids for Linen Service at the Bradford County Manor.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an amendment to the agreement between Bradford County and Pennsylvania College of Technology to extend the expiration of the agreement to June 30, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on November 23, 2015 approving a Payment in Lieu of Tax Agreement (PILOT) between Bradford County, Wyalusing Borough, Wyalusing School District, and Mission First Housing Group and the Hayseed Group, LLC for the proposed construction of a housing project known as the Complex and authorize the Vice Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on November 19, 2015, to approve the following appointments to the Bradford County Conservation District Board for a four (4) year term effective January 1, 2016 through December 31, 2019:

Michael J. Kelsch, Farm Director – replaces John Sullivan
Joshua Ford, Public Director – replaces Leslie Bresee

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on November 20, 2015 to submit a letter in support of the Pennsylvania Farm Bureau in their efforts to get the Supreme Court to hear an appeal of a Federal Court decision upholding the EPA's implementation of a Total Maximum Daily Load in the Chesapeake Bay Watershed.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the renewal of an Agreement between Bradford County and Penny M. Wells for cleaning services at District Court 42-3-02 (District Judge Michael Shaw) for a 12 month period (November 25, 2015 through November 25, 2016) at a fee of \$40.00 per week.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Agreement between Bradford County and BI Incorporated for electronic monitoring equipment and services for a period of 12 months (December 10, 2015 through December 10, 2016) with automatic renewal yearly unless otherwise specified.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Facility Services Agreement between Bradford County and Aetna Better Health, Inc. for health care services as a preferred provider at Bradford County Manor and health claims compensation for a period of 12 months (December 10, 2015 through December 10, 2016) with automatic renewal yearly unless otherwise specified.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the renewal of an Agreement between Bradford County and North Penn Legal Services for parents in Child Dependency and Termination of Parental Rights cases for a period of 12 months (January 1, 2016 through December 31, 2016) at a fee of \$1,250.00 per month.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Agreement between the Bradford County and LW Consulting, Inc. of Harrisburg to assist Bradford County Manor in Medicaid and Medicare cost report preparation for the fiscal year ending December 31, 2015 at a cost of \$5,675.00, plus normal out-of-pocket expenses and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Agreement between Bradford County and Northern Tier Solid Waste Authority granting Bradford County "Professional Hauler" status for the transport and disposal of all municipal and commercial waste collected as per agreement at a cost of \$42.50 per ton for the period January 1, 2016 through December 31, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, 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. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Grant Agreement between Bradford County and the Pennsylvania Housing Finance Agency (PHARE) for 2015 Enhancement Funds in the amount of \$206,000.00 for two Bradford County projects:

Leased Housing Rental Start-up (allocated as \$50,000.00)
Page Manor Exterior Restoration (allocated as \$156,000.00)

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the reappointment of the following individuals to continue serving on the Bradford County Planning Commission for a term of 4 years ending December 31, 2019:

Steve Westbrook, Sayre Borough
Warren Knapp, Sheshequin Township
Raul Azpiazu, Wyalusing Township

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" a Supplemental Engineering Agreement between Bradford County and Larson Design Group, Inc. for the work and services for the preliminary engineering and final design for the removal of Bridge No. 16 (T-330 over Towanda Creek), Leroy Township 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 Agency/Children and Youth Services/Mental Health/Intellectual Disability (MH/ID)/Early Intervention and Cindi Brown 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 an Amended Agreement between Bradford/Sullivan Drug & Alcohol and Guthrie Towanda Memorial Hospital for the period July 1, 2015 through June 30, 2016.

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

the hire of Megan Hurley as Deputy Sheriff Trainee as per the recommendation of Sheriff CJ Walters, effective December 14, 2015.

the transfer of Amanda Sutton from part time correctional officer to full time correctional officer as per the recommendation of Warden Stewart, effective November 29, 2015.

the hire of James Magee as part time casual Building Maintenance Mechanic as per the recommendation of Warden Stewart, effective December 21, 2015.

the hire of Joyce E. Burnside as part time casual Assistant Cook as per the recommendation of Warden Stewart, effective December 13, 2015.

the hire of Joel E. Birdsall as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 2, 2015.

the hire of Kiersten M. Saik as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 2, 2015.

the hire of Tonya L. Thomas as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 2, 2015.

the hire of Lucinda M. Walter as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 2, 2015.

the hire of Diane M. Leonard as part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective November 23, 2015.

the transfer of Alexis K. Kline from part time casual CNA to full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective November 22, 2015.

the hire of Sara S. Barron as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective December 16, 2015.

the hire of Stephanie L. Jenner as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 9, 2015.

the hire of Star R. Parker as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective December 9, 2015.

the transfer of Maryah J. Terry from full time CNA to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective December 3, 2015.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

the transfer of Prelynn M. Porter from regular part time Activities Aide to full time CNA as per the recommendation of Jim Shaddock, Manor Administrator, effective December 18, 2015.

the hire of Steven Kent as full time CNA as per the recommendation of Jim Shaddock, Manor Administrator, effective December 16, 2015.

the transfer of Vicky L. Schrader from probationary to regular status Administrative Assistant 1, Human services as per the recommendation of Bill Blevins, Human Services Director, effective November 29, 2015.

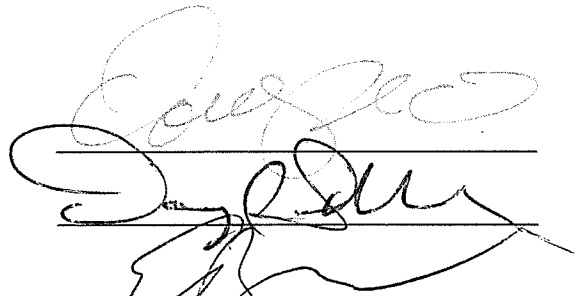
the hire of Stacy L. Powers as probationary status County Caseworker 2, Children and Youth Services, as per the recommendation of Bill Blevins, Human Services Director, effective December 14, 2015.

the hire of Jodi M. Conacher as probationary status County Caseworker 1, Human Services Agency, as per the recommendation of Bill Blevins, Human Services Director, effective December 14, 2015.

OTHER

The following individual has been hired in response to a Court Order from the Court of Common Pleas as full time Probation Officer effective December 21, 2015:

Nicholas Hults



Bradford County Commissioners

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 position of temporary part time casual Administrative Clerk I in the Probation Department. This position will be a G10 with a rate of \$9.69 per hour effective December 14, 2015.

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

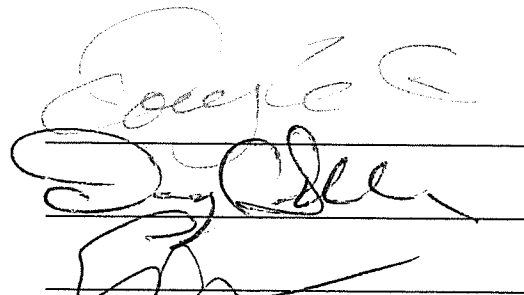
Megan Hurley, Deputy Sheriff Trainee Effective December 14, 2015	G15 \$12.37 per hour
Nicholas Hults, ft Probation Officer Effective December 21, 2015	\$16.34 per hour
Amanda Sutton, ft Correctional Officer Effective November 29, 2015	\$12.00 per hour

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

James Magee, pt casual Building Maintenance Mechanic Effective December 21, 2015	G16 \$12.99 per hour
Joyce E. Burnside, pt casual Assistant Cook Effective December 13, 2015	G13 \$11.22 per hour
Joel E. Birdsall, pt casual Valet Effective December 2, 2015	\$7.85 per hour
Kiersten M. Saik, pt casual Valet Effective December 2, 2015	\$7.85 per hour
Tonya L. Thomas, pt casual Valet Effective December 2, 2015	\$7.85 per hour
Lucinda M. Walter, pt casual Valet Effective December 2, 2015	\$7.85 per hour
Diane M. Leonard, pt casual CNA Effective November 23, 2015	MU12A \$11.05 per hour
Alexis K. Kline, ft casual CNA Effective November 22, 2015	MU12B \$11.34 per hour
Sara S. Barron, pt casual Dietary Attendant Effective December 16, 2015	MU9A \$9.56 per hour
Stephanie L. Jenner, pt casual Valet Effective December 9, 2015	\$7.85 per hour
Star R. Parker, pt casual Valet Effective December 9, 2015	\$7.85 per hour
Maryah J. Terry, pt casual CNA Effective December 3, 2015	MU12A \$11.05 per hour
Preyllynn M. Porter, ft CNA Effective December 18, 2015	MU12B \$11.34 per hour
Steven Kent, ft CNA Effective December 16, 2015	MU12B \$11.34 per hour
Vicky L. Schrader, Administrative Assistant 1 Effective November 29, 2015	G14 \$11.79 per hour
Stacy L. Powers, County Caseworker 2 Effective December 14, 2015	G21 \$16.58 per hour
Jodi M. Conacher, County Caseworker 1 Effective December 14, 2015	G19 \$15.04 per hour



Bradford County Treasurer



Bradford County Commissioners

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, DECEMBER 10, 2015

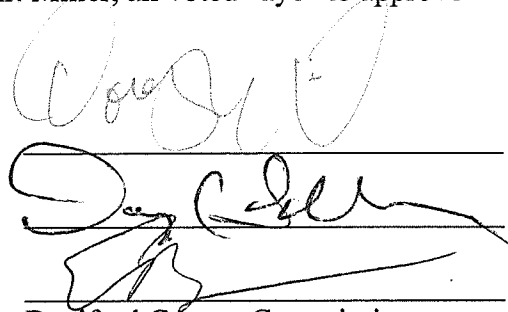
ASSESSMENT BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the November 2015 occupational changes.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the November 2015 real estate changes.



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 10:31 a.m.