

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, DECEMBER 22, 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, December 8, 2016.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on November 29, 2016 to approve an agreement between the Bradford County Commissioners and AFSCME, AFL-CIO District Council 87 regarding the Bradford County Manor for January 1, 2017 to December 31, 2020.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2016-11 setting the Bradford County Budgets in the amount of \$76,093,007.00 for 2017 with the county real estate millage of 10.43 on each dollar assessed valuation of 50% of market value and approve setting the 2017 salary schedule with a 2.5% pay increase for all county employees.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2016-12 approving the submission of an application to the Pennsylvania Department of Community and Economic Development Municipal Assistance Program for grant-in-aid funding of the Bradford County Comprehensive Plan project.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Ancillary Provider Agreement between Bradford County and UPMC Health Plan, Inc. for Bradford County Manor to become a preferred provider for the UPMC Health Plans effective December 22, 2016 through December 31, 2017 with automatic yearly renewal 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 Provider Trust, Inc. for monitoring and search services related to licensure and exclusions of individuals and entities at Bradford County Manor for a period of 24 months (January 1, 2017 through December 31, 2018) 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 Brann, Williams, Caldwell & Sheetz for representation of the Bradford County Manor for account collections and authorize the Chairman to sign.

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

Auditors:	Brann, Williams, Caldwell & Sheets	\$700.00
Coroner:	Griffin, Dawsey & De Paola	\$500.00
Sheriff:	Griffin, Dawsey & De Paola	\$2,000.00
Prothonotary:	Niemiec, Smith and Pellingier, LLP	\$2,500.00
Register & Recorder:	Niemiec, Smith and Pellingier, LLP	\$1,800.00
Treasurer:	Niemiec, Smith and Pellingier, LLP	\$2,200.00

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A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Employment Contract with Jonathan P. Foster, Sr., Esquire for the 2017 calendar year effective January 1, 2017.

A motion as made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the appointment of Elly Smith to the CYS Advisory Board, effective January 1, 2017 for a term of three years.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chief Clerk to legally advertise setting the date, time and location of meetings of the Bradford County Commissioners and Salary Board as well as Assessment and Elections (when applicable) at 10 a.m. on the second and fourth Thursday of every month in the Commissioners conference room, Courthouse, Towanda PA with the exception of legal holidays. These meetings will begin on Thursday January 12, 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise setting the date, time and location of preliminary agenda review meetings with county department heads. The Bradford County Commissioners preliminary agenda review meetings with county department heads will be held every Monday – Friday from 9:00 a.m. until such time as the business is concluded.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise setting the date, time and location of the Bradford County Retirement Board meetings. The meetings will be held at 10:00 am in the Commissioners offices located in the Bradford County Courthouse as follows: February 2, May 4, August 3, and November 2, 2017.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise setting the date, time and location of the Agricultural Land Preservation Board meetings. The meetings will be held at 1:00 pm in the Stoll Natural Resources Center in Wysox as follows: March 16, June 15, September 21, and November 16, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chief Clerk to advertise setting the date, time and location of the Superfund Amendment and Authorization Act (SARA III) meetings. The meetings will be held at 9:00 am in the Emergency Management Agency conference room as follows: February 21, April 18, June 20, August 15, October 17 and December 19, 2017.

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/Children and Youth Services/Mental Health/Intellectual Disability (MH/ID)/Early Intervention and Southern Tier Independence Center for the period November 1, 2016 through June 30, 2017.

A motion was 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 for the period July 1, 2016 through June 30, 2017:

Project Starphish, Inc.
The County of Tioga Department of Human Services
Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health Systems
Centre County Youth Service Bureau
Robert J. Meacham, M.S.

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A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve Unit of Service Funding Contracts between Bradford County Human Service Agency, operator of Bradford/Sullivan County Mental Health/Intellectual Disability Programs and the following providers for the period July 1, 2016 through June 30, 2017:

Allied Services
Jessica Durn
Shawn McGill, MSW Consulting, LLC

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chief Clerk to legally advertise for Request for Proposals for Bridge Design and Construction Inspection Engineer to perform county bridge design and construction inspection services.

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

the hire of Ashley E. Ficken as part time casual RN Supervisor, as per recommendation of James Shaddock, Manor Administrator, effective December 28, 2016.

the hire of Samuel E. Bailey as part time casual valet as per recommendation of James Shaddock, Manor Administrator, effective December 28, 2016.

the transfer of Kaitlyn Myer from part time correctional officer to full time correctional officer as per recommendation of Warden Stewart, effective January 1, 2017.

the transfer of Brianna Hartford from part time correctional officer to full time correctional officer as per recommendation of Warden Stewart, effective January 1, 2017.

the hire of Jeff King as CYS Caseworker 1, as per recommendation of Bill Blevins, effective date January 3, 2017.

the hire of Lisa Miller, IT Administration/Trainer as per recommendation of Wendy Rockwell, IT Director, effective December 29, 2016.

the hire of Derek Campbell as Deputy Sheriff as per recommendation of Sheriff Walters, effective December 19, 2016.

the hire of Danielle A. Crotsley as part time casual LPN as per recommendation of James Shaddock, effective January 6, 2016.

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

the reclassification of Erika Garris, Domestic Relations full time Administrative Clerk III, G14, to full time Administrative Assistant G16. effective January 1, 2017.

the reclassification of Community Planning full time Administrative Clerk II, G12, to full time Administrative Assistant I, G14 effective January 1, 2017.

the reclassification of Correctional Facility full time D&A Counselor, G20, to full time G21 effective January 1, 2017.

the reclassification of Correctional Facility full time Account Clerk I, G12, to full time Account Clerk II, G14 effective January 1, 2017.

the reclassification of Correctional Facility full time Warden, G26, to G28 effective January 1, 2017.

the reclassification of CYS full time Clerk Typist III, G14, to full time Administrative Assistant II, G15 effective January 1, 2017.

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the reclassification of CYS full time Caseworker II, from G21 to G23, effective January 1, 2017.

the reclassification of CYS full time Caseworker Supervisor from G24 to G25 effective January 1, 2017.

the reclassification of Prothonotary Office part time Data Entry Clerk, G10, to part time Administrative Clerk II G12 effective January 1, 2017.

the reclassification of Prothonotary Office full time Administrative Clerk I, G10 to full time Administrative Clerk II, G12 effective January 1, 2017.

the reclassification of Prothonotary Office full time Administrative Clerk II, G12, to full time Administrative Assistant II, G15 effective January 1, 2017.

the reclassification of Prothonotary Office full time Account Clerk I, G12, to full time Administrative Clerk III, G14, effective January 1, 2017.

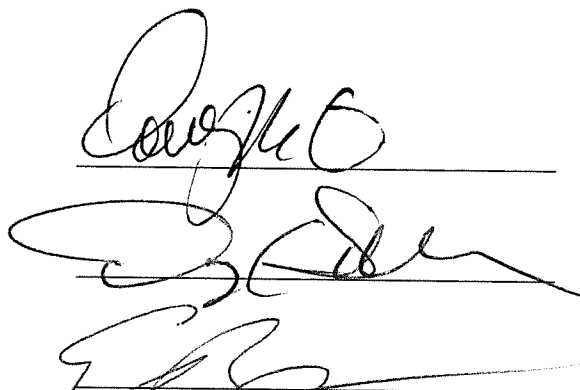
the reclassification of Prothonotary Office full time Administrative Clerk II, G12 to full time Administrative Clerk III, G14, effective January 1, 2017.

the reclassification of Prothonotary Office full time Administrative Clerk I, G12, to full time Administrative Clerk II, G14 effective January 1, 2017.

the reclassification of Probation full time Administrative Clerk II, G12, to full time Administrative Assistant I, G14. effective January 1, 2017.

the reclassification of Public Defender part time casual Administrative Clerk II to part time regular Administrative Clerk II, effective January 1, 2017

OTHER



Bradford County Commissioners

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:

Ashley E Ficken, RN Supervisor effective December 28, 2016	27I \$27.87 per hour
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Samuel E Bailey, pt casual Valet effective December 28, 2016	\$7.85 per hour
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Kaitlyn Myer, full time Correctional Officer effective January 1, 2017	per union contract \$12.50
Brianna Hartford, full time Correctional Officer January 1, 2017	per union contract \$12.50
Jeff King, CYS Caseworker 1 effective January 3, 2017	Grade 19 \$15.49 per hour
Lisa Miller, IT Administration Trainer effective December 29, 2016	Grade 18 \$14.74 per hour
Derek Campbell, Deputy Sheriff effective December 19, 2016	Grade 20 \$16.25 per hour
Danielle A Crotsley, pt casual LPN effective January 6, 2017	Grade 21C \$17.94 per hour
Suzanne Preston, full time Administrative Assistant I effective January 1, 2017	G14 \$12.76 per hour
Jake Zagozewski, full time D&A Counselor effective January 1, 2017	G21 \$18.85 per hour
Marian Hall, full time Account Clerk II, effective January 1, 2017	G14 \$14.07 per hour
Don Stewart, full time Warden effective January 1, 2017.	G28 \$33.17 per hour
Catherine Miller, full time Administrative Assistant II effective January 1, 2017	G15 \$12.74 per hour
Alicia Brown, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Nichole Buck, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Ashley Coyle, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Maria Elliot, full time Caseworker II effective January 1, 2017	G23 \$20.00 per hour
Daniel Hicks, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Meggan McClain, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Phoebe Painter, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Angela Pidcoe, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Stacy Powers, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Brionna Rafferty, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour

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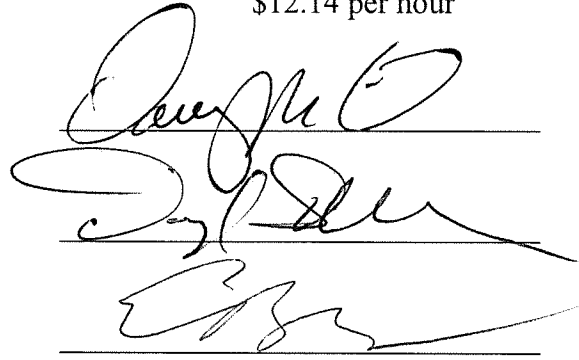
Alexis Snyder, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Jessica Vanderpool, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Katie Walker, full time Caseworker II effective January 1, 2017	G23 \$18.83 per hour
Amy Burless, full time Caseworker Supervisor effective January 1, 2017	G25 \$20.75 per hour
Stashia Cole, full time Caseworker Supervisor effective January 1, 2017	G25 \$20.75 per hour
Amanda McLinko, full time Caseworker Supervisor effective January 1, 2017	G25 \$20.75 per hour
Jessica Morse, full time Caseworker Supervisor effective January 1, 2017	G25 \$20.75 per hour
Jennifer Watson, full time Caseworker Supervisor effective January 1, 2017	G25 \$22.61 per hour
Gabriell Edsell, full time Fiscal Technician effective January 1, 2017	G16 \$14.45 per hour
Thomas Murray, full time Fiscal Technician effective January 1, 2017	G 16 \$14.45 per hour
Dorothy Seeley, part time Administrative Clerk II effective January 1, 2017	G12 \$11.01 per hour
Brenda Vajda, full time Administrative Clerk II effective January 1, 2017	G12 \$11.01 per hour
John Seda, full time Administrative Assistant II effective January 1, 2017	G15 \$13.09 per hour
Sarah Burnett, full time Administrative Clerk III effective January 1, 2017	G14 \$12.45 per hour
Caroline Pickett-Rubendale, full time Administrative Clerk III effective January 1, 2017	G14 \$13.09 per hour
Patricia Weaver, full time Administrative Clerk III effective January 1, 2017	G14 \$12.14 per hour
Tammy Hart, full time Account Technician II effective January 1, 2017	G16 \$15.68 per hour
Erika Garris, full time Administrative Assistant effective January 1, 2017	G16 \$14.08 per hour

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Marissa Sarnosky, full time Administrative Assistant I
effective January 1, 2017

G14
\$12.14 per hour

Absent
Bradford County Treasurer


Bradford County Commissioners

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 10:30 a.m.

