

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, JULY 27, 2017

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 amend the minutes of June 22, 2017 to reflect a change to the start date of Anabel Rockefeller to July 5, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to amend the minutes of February 23, 2017 to change the grade and salary of Cheryl King to MU12, \$12.04 per hour.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the minutes of June 22, 2017.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on July 7, 2017 approving an agreement with Vision Government Solutions to do programming customization for the Assessment Office at a fee not to exceed \$2,800.00.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on July 13, 2017 approving 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, 2017 through May 13, 2018).

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to proclaim July 16<sup>th</sup> through the 22<sup>nd</sup> as Pretrial, Probation and Parole Supervision Week in Bradford County.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an agreement between Bradford County and Language Line Services, Inc. for Over the Phone Interpreter Services for the Bradford County Public Defender's office for a period of one year and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Memorandum of Understanding between Bradford County and Wysox Ambulance Association for emergency accommodations for the Bradford County Assessment Office in the event of a natural or manmade disaster for an indefinite period.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Memorandum of Understanding between Bradford County and West Burlington Township to share the costs associated with the T-328 (Bronson Road) over Sugar Creek Approach Roadway Improvement Project, effective July 1, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an agreement between Bradford County and Larson Design Group, Inc. for Professional Engineering Services for the T-328 (Bronson Road) over Sugar Creek Approach Roadway Improvement Project, effective June 15, 2017 and authorize the Chairman to sign.

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A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Supplemental Engineering Agreement between Bradford County and Larson Design Group, Inc. for additional engineering services for Bradford County Bridge No. 16 (T-332) over Towanda Creek, Leroy Township Project at a cost of \$19,885.72 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Addendum to the Infrastructure Loan Agreement between Bradford County and Towanda Borough that redefines the meaning of the term "Loan Documents" to include the note, the Commitment letter, the Security Agreement and the Construction Loan Agreement.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Agreement with Lillie Thomas for weekly cleaning services at District Justice Jonathan Wilcox office for a period of one year, August 19, 2017 through August 19, 2018, at a rate of \$40.00 per week.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Amendment to an Agreement between Bradford County and Northern Tier Solid Waste Authority to increase the fee for garbage collection/container rental to \$704.00 a month effective July 1, 2017 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the submission of a Community Development Block Grant (CDBG) Revision Request to the Department of Community and Economic Development that decreases funding from the Ridgebury Stream Bank Project by \$13,300.00 and increases the funding for the Armenia Township Mountain Avenue Project by \$13,300.00 and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Family Group Decision Making Proposal between Bradford County Human Services/Children and Youth Services and It Takes a Village, Inc. 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 Professional Services Agreement between Bradford/Sullivan Drug & Alcohol and Susquehanna Software, Inc. – Williamsport 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 Agreements between Bradford/Sullivan Drug & Alcohol and the following school districts for participation in the Student Assistance Program (SAP) for the period July 1, 2017 through June 30, 2018:

Sullivan County School District  
Athens Area School District  
Northeast Bradford School District  
Sayre Area School District  
Towanda Area School District  
Troy Area School District  
Canton Area School District  
Wyalusing Area School District

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Amended Agreements between Bradford/Sullivan Drug & Alcohol and the following providers for the period July 1, 2017 through June 30, 2018:

Trinity of Bradford County-Sayre  
Lebanon Treatment Center

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A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Agreements between Bradford/Sullivan Drug & Alcohol and the following providers for the period July 1, 2017 through June 30, 2018:

Gateway Rehabilitation Center-Aliquippa  
Gaudenzia Fountain Springs-Ashland  
Gaudenzia New Destiny-Ashland  
Cove Forge Behavioral Health System-Williamsburg  
Pyramid Healthcare, Inc.-Duncansville  
Pyramid Healthcare Quakertown  
White Deer Run, Inc.-Allenwood  
White Deer Run Lancaster  
Conewago-Pottsville

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the Infants, Toddlers and Families Medicaid Waiver Operating Agreement effective July 1, 2016 between the Office of Child Development and Early Learning, Pennsylvania Department of Human Services and Bradford/Sullivan Counties Early Intervention Program.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Professional Services Agreement between Bradford County Human Services Mental Health/Intellectual Disabilities/Early Intervention and Susquehanna Software, Inc.-Williamsport for the period July 1, 2017 through June 30, 2018.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Purchase of Service Agreements between Bradford Human Services Agency, operator of County Mental Health/Intellectual Disabilities Program (MH/ID), Children and Youth Services, Drug and Alcohol and the following providers for the period July 1, 2017 through June 30, 2018:

Michael H. Palmer, Ed.D  
Thomas M. Carman

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

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Unit of Service Funding Contract between Bradford County Human Services Agency, operator of Bradford/Sullivan County Mental Health/Intellectual Disabilities Programs (MH/ID), Bradford/Sullivan Single County Authority and Joseph Vermilya 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 Unit of Service Funding Contract between Bradford County Human Services Agency, operator of Bradford/Sullivan County Mental health/Intellectual Disabilities Programs (MH/ID) and Main Link for the period July 1, 2017 through June 30, 2017.

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

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

the transfer of Rodney Manley from Parks Maintenance Supervisor to Parks and Grounds Director, effective July 17, 2017.

the transfer of Kelly Coleman from part time casual Dietary Attendant to full time Dietary Attendant as per the recommendation of George Stauffer, interim Manor Administrator, effective July 16, 2017.

the transfer of Joanna Gasparro from part time Casual Nurse Aide to full time CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective June 12, 2017.

the hire of Victoria McNeal as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the hire of Amanda Carriker as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the hire of Jasmine Seifried as part time Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the hire of Dion Sullivan as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the transfer of Brittany Colon-Welch from part time casual LPA to full time LPN as per the recommendation of George Stauffer, interim Manor Administrator, effective July 9, 2017.

the transfer of Krista Yates from per diem CNA to full time CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 9, 2017.

the hire of Madeline Little as part time Administrative Clerk I as per the recommendation of George Stauffer, interim Manor Administrator, effective July 14, 2017.

the hire of Jessica Lauber as full time CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the hire of Stephanie Parker as part time casual (per diem) CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 10, 2017.

the hire of Brittany Kline as part time casual CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the hire of Felicia Williams as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 12, 2017.

the hire of Heather Taylor as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 26, 2017.

the hire of Chantel Ward as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective July 26, 2017.

the hire of Lucinda Walter as part time casual CNA as per the recommendation of George Stauffer, interim Manor Administrator, effective July 26, 2017.

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the transfer of Lauren Casselbury from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the transfer of Mara Wood from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the transfer of Kayla Stahle from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the transfer of Kaitlyn Mallory from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the transfer of Hong Zheng from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of George Stauffer, interim Manor Administrator, effective July 19, 2017.

the hire of Brittany Davis as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective August 2, 2017.

the hire of Aubrey Boyer as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective August 2, 2017.

the hire of Sonya Tedesco as part time casual Housekeeping Attendant as per the recommendation of George Stauffer, interim Manor Administrator, effective July 26, 2017.

the hire of Jaclyn Lee as part time casual Dietary Attendant as per the recommendation of George Stauffer, interim Manor Administrator, effective August 9, 2017.

the hire of Paige Mathews as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective August 1, 2017.

the hire of Brittany Nemeth as part time casual Valet as per the recommendation of George Stauffer, interim Manor Administrator, effective August 1, 2017.

the hire of Nicole Goodenow as part time Custodian as per the recommendation of Kim Corbett, Maintenance Director, effective June 26, 2017.

the hire of Paul Yeager as full time Building Maintenance Mechanic Supervisor as per the recommendation of Kim Corbett, Maintenance Director, effective July 17, 2017.

the hire of Kirtis Geer as Correctional Facility Maintenance Building Mechanic as per the recommendation of Warden Don Stewart, effective July 24, 2017.

the transfer of Samantha Loomis from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Don Stewart, effective July 30, 2017.

the hire of John Hammond as part time casual Dispatcher Trainee as per the recommendation of Jeff Scarboro, Public Safety Director, effective July 10, 2017.

the hire of Martin Lauber as part time casual Dispatcher Trainee as per the recommendation of Jeff Scarboro, Public Safety Director, effective July 10, 2017.

the hire of Mae Lines as part time casual Dispatcher Trainee as per the recommendation of Jeff Scarboro, Public Safety Director, effective July 10, 2017.

the hire of Mikayla Pipher as part time casual Dispatcher Trainee as per the recommendation of Jeff Scarboro, Public Safety Director, effective July 10, 2017.

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the hire of William Talada as part time casual Dispatcher Trainee as per the recommendation of Jeff Scarboro, Public Safety Director, effective July 10, 2017.

the hire of Dakota Bellinger as temporary Data Clerk as per the recommendation of Becky Clark, Treasurer, effective July 11, 2017.

the transfer of Bobbie J. Ackley from full time County Caseworker 1 to full time County Caseworker 2 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective May 2, 2017.

the transfer of Jeri-Lynn Peterson from full time County Caseworker 1 to full time County Caseworker 2 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective August 22, 2017.

the transfer of Jenice L. Barrett from probationary to regular full time status County Caseworker 2 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective July 2, 2017.

the transfer of Alexis J. Snyder from probationary to regular full time status County Caseworker 2 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective November 6, 2016.

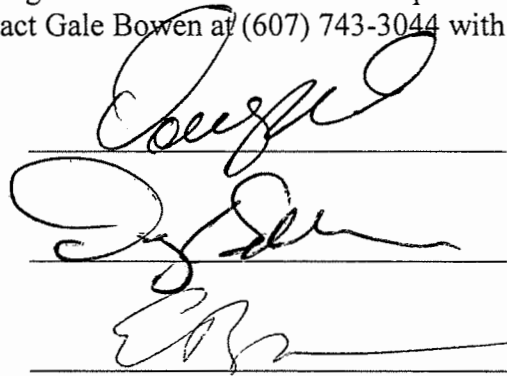
the transfer of Alesha A. Johnson from probationary to regular full time status Fiscal Technician in Human Services as per the recommendation of Bill Blevins, Human Services Director, effective March 21, 2017.

OTHER

The following individuals have been transferred in response to a Court Order from the Court of Common Pleas in the Office of Domestic Relations as follows:

Stephanie Talley, Administrative Clerk III – Fiscal Technician, effective July 3, 2017  
Erika Severson, Enforcement Officer, effective July 10, 2017  
Jessica Saxon, Administrative Clerk III, effective July 17, 2017

Windham Township Flood Event Work Detail: Volunteers needed this Friday and Saturday to meet at the Windham Township Building on 187 at 9:00 am to clean-up properties and fields and look for lost items. Contact Gale Bowen at (607) 743-3044 with questions.



Bradford County Commissioners

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, JULY 27, 2017

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:

Rodney Manley, Parks and Grounds Director Effective July 17, 2017	G23 \$18.83 per hour
Kelly Coleman, ft Dietary Attendant Effective July 16, 2017	MU9 \$9.56 per hour
Joanna Gasparro, ft CNA Effective June 12, 2017	MU12 \$11.74 per hour
Victoria McNeal, pt casual Valet Effective July 12, 2017	\$7.85 per hour
Amanda Carriker, pt casual Valet Effective July 12, 2017	\$7.85 per hour
Jasmine Seifried, pt casual Valet Effective July 12, 2017	\$7.85 per hour
Dion Sullivan, pt casual Valet Effective July 12, 2017	\$7.85 per hour
Brittany Colon-Welch, ft LPN Effective July 9, 2017	MU22 \$18.36 per hour
Krista Yates, ft CNA Effective July 9, 2017	MU12 \$11.74 per hour
Madeline Little, pt Administrative Clerk I Effective July 14, 2017	MU10 \$10.02 per hour
Jessica Lauber, ft CNA Effective July 19, 2017	MU12 \$11.74 per hour
Stephanie Parker, pt casual (per diem) CNA Effective July 10, 2017	MU12 \$11.74 per hour
Brittany Kline, pt casual CNA Effective July 12, 2017	MU12 \$11.74 per hour
Felicia Williams, pt casual Valet Effective July 12, 2017	\$7.85 per hour
Heather Taylor, pt casual Valet Effective July 26, 2017	\$7.85 per hour
Chantel Ward, pt casual Valet Effective July 26, 2017	\$7.85 per hour
Lucinda Walter, pt casual CNA Effective July 26, 2017	MU12 \$11.74 per hour

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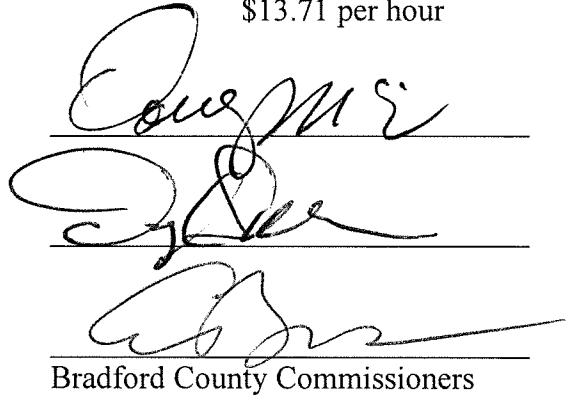
Lauren Casselbury, pt casual Nurse Aide Trainee Effective July 19, 2017	\$8.16 per hour
Mara Wood, pt casual Nurse Aide Trainee Effective July 19, 2017	\$8.16 per hour
Kayla Stahle, pt casual Nurse Aide Trainee Effective July 19, 2017	\$8.16 per hour
Kaitlyn Mallory, pt casual Nurse Aide Trainee Effective July 19, 2017	\$8.16 per hour
Hong Zheng, pt casual Nurse Aide Trainee Effective July 19, 2017	\$8.16 per hour
Brittany Davis, pt casual Valet Effective August 2, 2017	\$7.85 per hour
Aubrey Boyer, pt casual Valet Effective August 2, 2017	\$7.85 per hour
Sonya Tedesco, pt casual Housekeeping Attendant Effective July 26, 2017	MU9 \$9.56 per hour
Jaclyn Lee, pt casual Dietary Attendant Effective August 9, 2017	MU9 \$9.56 per hour
Paige Mathews, pt casual Valet Effective August 1, 2017	\$7.85 per hour
Brittany Nemeth, pt casual Valet Effective August 1, 2017	\$7.85 per hour
Nicole Goodenow, pt Custodian Effective June 26, 2017	G10 \$9.98 per hour
Paul Yeager, Building Maintenance Mechanic Supervisor Effective July 17, 2017	G23 \$20.00 per hour
Kirtis Geer, BCCF Maintenance Building Mechanic Effective July 24, 2017	G20 \$16.25 per hour
Samantha Loomis, ft Correctional Officer Effective July 30, 2017	\$12.50 per hour
Stephanie Talley, Administrative Clerk III-Fiscal Technician Effective July 3, 2017	G17 \$14.06 per hour
Erika Severson, Enforcement Officer Effective July 10, 2017	G20 \$16.25 per hour
Jessica Saxon, Administrative Clerk III Effective July 17, 2017	G16 \$15.49 per hour
John Hammond, pt casual Dispatcher Trainee Effective July 10, 2017	G13 \$11.56 per hour
Martin Lauber, pt casual Dispatcher Trainee Effective July 10, 2017	G13 \$11.56 per hour
Mae Lines, pt casual Dispatcher Trainee Effective July 10, 2017	G13 \$11.56 per hour



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Mikayla Pipher, pt casual Dispatcher Trainee Effective July 10, 2017	G13 \$11.56 per hour
William Talada, pt casual Dispatcher Trainee Effective July 10, 2017	G13 \$11.56 per hour
Dakota Bellinger, temporary Data Clerk Effective July 11, 2017	G8 \$9.06 per hour
Bobbie J. Ackley, ft County Caseworker 2 Effective May 2, 2017	G23 \$18.83 per hour
Jeri-Lynn Peterson, ft County Caseworker 2 Effective August 22, 2017	G23 \$18.83 per hour
Jenice L. Barrett, regular ft County Caseworker 2 Effective July 2, 2017	G23 \$18.83 per hour
Alexis J. Snyder, regular ft County Caseworker 2 Effective November 6, 2016	G23 \$18.83 per hour
Alesha A. Johnson, regular ft Fiscal Technician Effective March 21, 2017	G16 \$13.71 per hour

Absent  
Bradford County Treasurer



Bradford County Commissioners

ASSESSMENT BOARD

UNFINISHED BUSINESS

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

David R. Whipple  
6104 Milan Road  
Milan, PA 18831  
Reason: Veterans Exemption – **RENEWAL**  
DMP # 55-033.02-034-000-000  
**REVISED – Effective Date: January 1, 2018**

Ronald W. Hill  
671 Laddsburg Hill Road  
New Albany, PA 18833  
Reason: Veterans Exemption – **RENEWAL**  
DMP # 02-135.00-052-000-000  
**REVISED – Effective Date: January 1, 2018**

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NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on July 10, 2017 approving the occupational changes for June 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on July 10, 2017 approving the real estate changes for June 2017.

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

West Burlington Township  
P.O. Box 120  
Burlington, PA 18814  
Reason: The Township plans to build a new truck/equipment garage on the property.  
DMP # 13-083.00-049-001-000  
Location: Bailey Corners Road, Troy 16947  
Effective Date: January 1, 2017

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

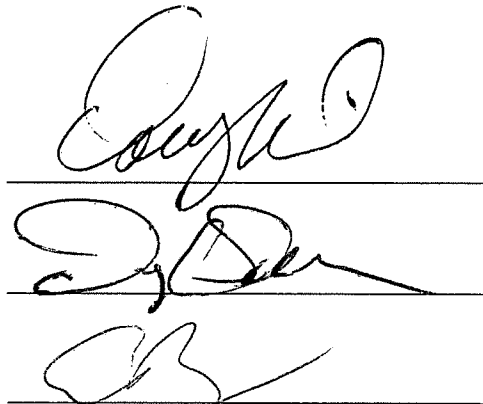
207 days in 2017 of county taxes paid by Wayne & Barbara Wright in the amount of \$36.81.  
Reason: Barn destroyed by fire.  
Parcel # 29-064.00-049-000-000

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

1 year in 2016 of county taxes paid by John & Suzie Schwartz in the amount of \$90.46  
1 year in 2017 of county taxes paid by John & Suzie Schwartz in the amount of \$90.46  
Reason: Error in square footage of second floor area  
Parcel # 19-094.00-161-000-000

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

1 year in 2017 of county taxes paid by Mary Finnerty in the amount of \$122.66  
Reason: Cabin left on in error  
Parcel # 55-072.00-155-000-000



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 11:30 a.m.