

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, JUNE 14, 2018

PRESENT: Doug McLinko, Daryl Miller, Ed Bustin

PLEDGE OF ALLEGIANCE TO THE FLAG

A meeting of the Bradford County Commissioners was called to order by Chairman McLinko at 10:00AM

CALL TO ORDER

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to amend the minutes of May 24, 2018 to correct the salary and start date for Suzanne Catlin, Road Technician Internship position, to May 21, 2018 at \$10.00 per hour.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the minutes of May 24, 2018

NEW BUSINESS

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise a Request for Proposals for paving of the road to Mt. Pisgah County Park.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise Request for Proposals for a new bookmobile for the Bradford County Library.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to authorize the Chief Clerk to advertise for bids to complete repairs on Bradford County Bridge No. 38 and Bridge No. 41.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve a proclamation to recognize June 28, 2018 as the 80<sup>th</sup> Anniversary

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

of the Pennsylvania Association of School Retirees (PASR).



A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted “aye” to ratify action taken on June 1, 2018 to recommend the following individuals to the Northern Tier Regional Planning and Development Committee:

Economic Development: Dan Close, Tony Ventello and Joe Quatrini  
 Local Loan Review: Keith Kline, Sue Williams and Anthony Gabello  
 Rural Area Transportation: Matt Williams, Doug McLinko, and Rick Biery  
 Local Elected Officials: Doug McLinko, Daryl Miller, and Ed Bustin

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted “aye” to approve the renewal of a contract between Bradford County and Doreen Passmore for Beautician services at the Bradford County Manor for the period July 1, 2018 through June 30, 2019 at an annual cost of \$36,000.00 to be paid in 12 monthly installments.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted “aye” to approve an agreement between Bradford County Manor and Mobilexusa for portable diagnostic services, including x-ray, cardiac, and ultrasound services, effective June 15, 2018 thru June 14, 2021.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted “aye” to renew an agreement with Guthrie Medical Group PC for the services of Medical Director for the Bradford County Manor for the term of June 1, 2018 thru June 1, 2019, at a fee of \$4500.00 per month.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted “aye” to renew an agreement with Stephanie Sakson, RHIA to provide medical record consultation services to the Bradford County Manor at a fee of \$85 per hour, effective June 1, 2018, and authorize the Chairman to sign.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted “aye” to approve an agreement with Hunt Engineers to provide design and bid

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documents for a new pistol range for the Bradford County Sheriff Office department at a fee of \$58,880.00 and authorize the Chairman to sign.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve an agreement with Foster Communications for the lease of a tower in Wysox Township for 911 communications effective June 13, 2018.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the Purchase of Service Agreement between Bradford Human Services and Bradford-Wyoming County Literacy Program for the period July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the Purchase of Service Agreement between Bradford Human Services and Area Agency on Aging for the period July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the Purchase of Service Agreement between Bradford Human Services and YMCA of Bradford County for the period July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the following Letters of Agreements between Bradford/Sullivan Drug & Alcohol and the following school districts for the effective dates of July 1, 2018 through June 30, 2019:

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

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the following Agreements between Bradford/Sullivan Drug & Alcohol and the following providers for the period July 1, 2018 through June 30, 2019:

Bradford Recovery Center  
 Colonial House, INC  
 Clem-Mar House, INC- Dallas, PA  
 Clem-Mar House, INC- Edwardsville, PA  
 Choices  
 BGI of Brandywine, INC

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the following contract between Bradford-Sullivan Counties Early Intervention Program and Concern 4 Kids for the effective dates of July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the Purchase of Service Agreement between County Mental/Intellectual Disability Programs, Children & Youth, Drug & Alcohol and Patricia M. Green for effective dates July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the Amended Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and Concern Professional Services for Children, Youth and Families for effective dates July 1, 2018- June 30, 2019.

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A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and Penn York Opportunities for the Handicapped for effective dates of July 1, 2018 through June 30, 2019.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and Penn York Opportunities Inc. for the effective dates of July 1, 2018 through June 30, 2019.

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

the hire of Brooklyn Best as part-time casual Valet as per recommendation of Blake Apsokardu, Manor administrator, effective May 23, 2018.

the hire of Isaiah Cruz as part-time casual Housekeeping Attendant as per recommendation of Blake Apsokardu, Manor administrator, effective May 23, 2018.

the hire of Melissa Potter as full-time LPN as per the recommendation of Blake Apsokardu, Manor administrator, effective May 30, 2018.

the transfer of Mary Wilhoite from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Heather McMahon from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Tiffany Westbrook from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Traci Mason from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Maggy Machmer from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Caitlin Willow from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Rosanne Batzel from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Samantha Teeter from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the transfer of Misty Vandyke from part-time casual Valet to part-time casual Nurse Aide trainee as per the recommendation of Blake Apsokardu, Manor administrator, effective May 26, 2018.

the hire of Andrea Garrison as part-time casual Valet as per the recommendation of Blake Apsokardu, Manor administrator, effective June 6, 2018.

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the hire of Tammie Vanderpool as part-time casual Valet as per the recommendation of Blake Apsokardu, Manor administrator, effective June 6, 2018.

the hire of Tammy Bellows as full-time RN Supervisor as per the recommendation of Blake Apsokardu, Manor administrator, effective June 6, 2018.

the hire of Stevi Griffith as part-time casual Valet as per the recommendation of Blake Apsokardu, Manor administrator, effective June 6, 2018.

the transfer of Richard Johnson as part-time Maintenance Mechanic to full-time back up Sewer Plant Operator as per the recommendation of Blake Apsokardu, Manor administrator, effective June 11, 2018.

the hire of Edwin Borges as part-time Housekeeping Attendant as per the recommendation of Blake Apsokardu, Manor administrator, effective June 20, 2018.

the hire of Brianna Cook as full-time CNA as per the recommendation of Blake Apsokardu, Manor administrator, effective June 20, 2018.

the transfer of Teresa Collins as part-time casual Valet to a part-time casual Registered Nurse Graduate as per the recommendation of Blake Apsokardu, Manor administrator, effective June 7, 2018.

the hire of Madison McClelland as part-time casual Housekeeping Attendant as per the recommendation of Blake Apsokardu, Manor administrator, effective June 20, 2018.

the hire of Jasmyn Comereski as part-time casual Housekeeping Attendant as per the recommendation of Blake Apsokardu, Manor administrator, effective June 6, 2018.

the hire of Amber Lejedal as full-time CNA as per the recommendation of Blake Apsokardu, Manor administrator, effective June 27, 2018.

the hire of Nicole Vandyke as part-time casual Valet as per the recommendation of Blake Apsokardu, Manor administrator, effective June 27, 2018.

the hire of Elizabeth Brookens as part-time casual Human Resources Assistant as per the recommendation of Blake Apsokardu, Manor administrator, effective June 13, 2018.

the hire of Suzanne Ambs as Administrative Assistant I as per the recommendation of Kerry Spaulding, Airport Manager, effective June 11, 2018.

the transfer of Kennedra Dixon from full-time Administrative Clerk I to part-time Administrative Clerk I, effective May 28, 2018.

the hire of Melissa Chapman as part-time casual Housekeeping Attendant as per the recommendation of Blake Apsokardu, Manor administrator, effective June 27, 2018.

the transfer of Mary Wilhoite from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 10, 2018.

the transfer of Rosanna Batzel from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 11, 2018.

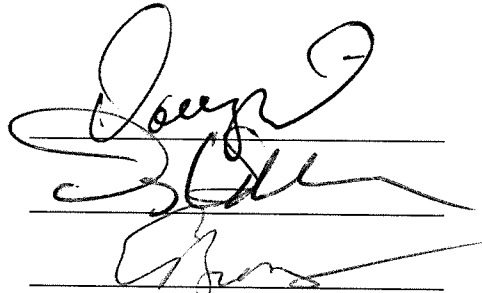
the transfer of Caitlin Willow from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 11, 2018.

the transfer of Maggy Machmer from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 11, 2018.

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the transfer of Heather McMahon from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 12, 2018.

the transfer of Traci Mason from part-time casual Nurse Aide Trainee to Nurse Aide as per the recommendation of Blake Apsokardu, Manor administrator, effective June 12, 2018.

OTHER


Bradford County Commissioners

SALARY BOARD

THURSDAY JUNE 14, 2018

PRESENT: Doug Mclinko, Daryl Miller, Ed Bustin

UNFINISHED BUSINESSNEW BUSINESS

A motion was made by Treasurer Becky Clark, seconded by Commissioner Miller, all voted "aye" to set the following salaries:

Brooklyn Best as PT casual Valet Effective May 23, 2018	\$8.05 per hour
Isaiah Cruz as PT casual Housekeeping Attendant Effective May 23, 2018	MU9 \$9.80 per hour
Melissa Potter as FT LPN Effective May 30, 2018	\$19.76 per hour
Mary Wilhoite as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Heather McMahon as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Tiffany Westbrook as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Traci Mason as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour

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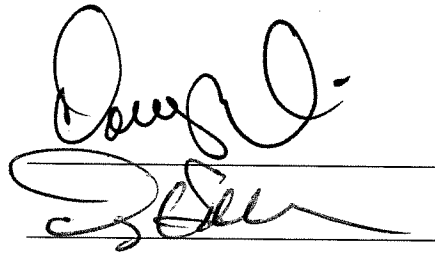
Maggy Machmer as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Caitlin Willow as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Rosanne Batzel as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Samantha Teeter as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Misty Vandyke as PT casual Nurse Aide Trainee Effective May 26, 2018	\$8.36 per hour
Andrea Garrison as PT casual Valet Effective June 6, 2018	\$8.05 per hour
Tammie Vanderpool as PT casual Valet Effective June 6, 2018	\$8.05 per hour
Tammy Bellows as FT RN Supervisor Effective June 6, 2018	\$28.57 per hour
Stevi Griffith as PT casual Valet Effective June 6, 2018	\$8.05 per hour
Richard Johnson FT back up Sewer Plant Operator Effective June 11, 2018	MU16 \$13.78 per hour
Edwin Borges as PT Housekeeping Attendant Effective June 20, 2018	\$9.80 per hour
Brianna Cook as FT CNA Effective June 20, 2018	MU12 \$12.03 per hour
Teresa Collins as PT casual Registered Nurse Graduate Effective June 7, 2018	Grade 27 \$27.18 per hour
Madison McClelland PT casual Housekeeping Attendant Effective June 20, 2018	\$9.80 per hour
Jasmyn Comereski PT casual Housekeeping Attendant Effective June 6, 2018	\$9.80 per hour
Amber Leljedal as FT CNA Effective June 27, 2018	MU12 \$12.03 per hour
Nicole Vandyke as PT casual Valet Effective June 27, 2018	\$8.05 per hour
Elizabeth Brookens as PT casual Human Resource Assistant Effective June 13, 2018	Grade 16 \$13.38 per hour
Suzanne Ambs as Administrative Assistant I Effective June 11, 2018	Grade14 \$12.14 per hour
Kennedra Dixon as PT Administrative Clerk I Effective May 28, 2018	Grade10 \$10.80 per hour
Melissa Chapman as PT casual Housekeeping Attendant	MU09

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Effective June 27, 2018	\$9.80 per hour
Mary Whilhoite as Nurse Aide Effective June 10, 2018	\$11.75 per hour
Rosanna Batzel as Nurse Aide Effective June 11, 2018	\$11.75 per hour
Caitlin Willow as Nurse Aide Effective June 11, 2018	\$11.75 per hour
Maggy Machmer as Nurse Aide Effective June 11, 2018	\$11.75 per hour
Heather McMahon as Nurse Aide Effective June 12, 2018	\$11.75 per hour
Traci Mason as Nurse Aide Effective June 12, 2018	\$11.75 per hour

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 Bradford County Deputy Treasurer




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 Bradford County Commissioners
ASSESSMENT BOARD

BOARD OF ASSESSMENT  
 THURSDAY JUNE 14, 2018  
 PRESENT: Doug McLinko, Daryl Miller, Ed Bustin

UNFINISHED BUSINESSNEW BUSINESS

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to authorize the Chief Clerk to advertise the 2019 real estate and occupation duplicates are open for public display in the assessment office during the months of July and August 2018, Monday through Friday, from 9:00AM to 5:00PM

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

Larry A. Bender  
 2001 Pelton Hill Rd.  
 New Albany, PA 1883  
 Reason: Veterans Exemption-Renewal  
 Parcel# 02-134.00-128-014-000  
 Effective date: January 1, 2019



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Roberta M. Lutz  
 4753 Wyalusing New Albany Rd.  
 New Albany, PA 1883  
 Reason: Veterans exemption-New  
 Parcel# 46-125.00-031-000-00  
 Effective date: January 1, 2019

Constance E. Campbell  
 63 Edgewood Drive  
 Troy, PA 16497  
 Reason: Veterans exemption-New  
 Parcel# 52-068.02-148-000-000  
 Effective date: January 1, 2019

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

Beech Flats Grange #336  
 297 Beech Flats Rd  
 Canton, PA 17724  
 Reason: Non-profit community organization that supports local area with charitable acts of kindness. The Grange hall is available to the public for events and meetings.  
 Parcel# 16-118.00-003-000-000  
 Location: 174 Beech Flats RD, Canton  
 Effective date: January 1, 2019

Minnequa Grange #754  
 3507 Minnequa Main Rd.  
 Alba, PA 16910  
 Reason: Non-profit community organization that supports local area with charitable acts of kindness. The Grange Hall is open to the public for community dinners, events or meetings.  
 Parcel# 16-106.00-083-000-000  
 Location: 1846 Minnequa Main Rd, Canton  
 Effective date: January 1, 2019

TR Windfall Grange #257  
 132 Coolbaugh Hill Rd  
 Granville Summit, PA 16926  
 Reason: Non-profit community organization that supports local area with charitable acts of kindness. Open to the public for events and also site of the local recycling program.  
 Parcel# 19-094.00-082-000-000  
 Location: 108 Coolbaugh Hill Rd, Granville Summit  
 Effective date: January 1, 2019

Trustees Fassett Grange #1567  
 35336 Route 14  
 Gillett, PA 16925  
 Reason: Non-profit community organization that supports local area with charitable acts of kindness. The Grange hall is available to the public for events and meetings.  
 Parcel# 40-003.01-002-000-000  
 Location: 36369 Route 14, Gillett  
 Effective date: January 1, 2019

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the following for a refund:

259 days in 2018 of county taxes paid by Carol J. Smith Trustee in the amount of \$75.79  
 Reason: House was demolished  
 Parcel# 09-033.00-53-000-000

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322 days of county taxes paid by Kenneth & Elaine Tomb in 2018 in the amount of \$231.41

Reason: Demolished house

Parcel# 39-057.04-045-000-000

294 days of county taxes paid by James Lenox in 2018 in the amount of \$17.70.

Reason: Removed Mobile home

Parcel#55-046-00-049-000-000

284 days in 2018 of county taxes paid by Red Deuce LLC in the amount of \$16.30.

Reason: Mobile home destroyed by fire

Parcel# 62-075.00-173-002-004

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approve the following for a refund:

Reason: Full Veterans Exemption

1 year in 2018 county taxes paid by Terry & Beth Badger in the amount of \$56.73

Parcel# 02-123.00-165-000-000

1 year in 2017 of county taxes paid by David & Carol Allis in the amount of \$3.58

1 year in 2018 of county taxes paid by David & Carol Allis in the amount of \$44.46

Parcel# 23-021.00-020-000-000

1 year in 2018 of county taxes paid by Philip Mazzaresse in the amount of \$109.37.

Parcel# 23-022.00-040-000-000

1 year in 2017 of county taxes paid by Bruce & Margaret Daugherty in the amount of \$77.18.

Parcel# 27-037.00-086-000-000

1 year in 2017 of county taxes paid by David & Laura Cronk in the amount of \$68.48.

1 year in 2018 of county taxes paid by David & Laura Cronk in the amount of \$68.48.

Parcel# 29-051.00-095-000-000

1 year in 2017 of county taxes paid by Charles & Mary Frey in the amount of \$7.67.

1 year in 2018 of county taxes paid by Charles & Mary Frey in the amount of \$7.67.

Parcel# 30-031.00-072-000-000

1 year in 2018 if county taxes paid by Van & Kathy Randall in the amount of \$105.28

Parcel# 39-045.00-044-000-000

1 year in 2018 of county taxes paid by John & Bonnie Hoose in the amount of \$18.91

Parcel# 39-057.00-047-001-000

1 year in 2017 of county taxes paid by Joseph English Jr. in the amount of \$74.62

Parcel# 44-078.00-069-001-000

1 year in 2017 of county taxes by Sharon Campbell in the amount of \$144.12

1 year in 2018 of county taxes by Sharon Campbell in the amount of \$144.12

Parcel# 50-085.00-018-000-000

1 year in 2017 of county taxes paid by Garry & Delores Cobb in the amount of \$15.33

1 year in 2018 of county taxes paid by Garry & Delores Cobb in the amount of \$15.33

Parcel# 54-104.00-007-001-000

1 year in 2017 of county taxes paid by Michael Dreisch in the amount of \$10.22

1 year in 2018 of county taxes paid by Michael Dreisch in the amount of \$10.22

Parcel# 54-104.00-130-000-000

1 year in 2017 of county taxes paid by Kathryn Woodward in the amount of \$3.07

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1 year in 2018 of county taxes paid by Kathryn Woodward in the amount of \$71.55  
Parcel# 56-026.00-081-003-000

1 year in 2018 of county taxes paid by Robert Trasco in the amount of \$78.70  
Parcel# 58-127.00-033-000-000

1 year in 2017 of county taxes paid by Paul & Katherin Yoachim in the amount of \$23.51  
1 year in 2018 of county taxes paid by Paul & Katherin Yoachim in the amount of \$23.51

1 year in 2017 of county taxes paid by James & Brenda Zajac in the amount of \$17.89  
1 year in 2018 of county taxes paid by James & Brenda Zajac in the amount of \$17.89  
Parcel# 59-024.00-023-002-000

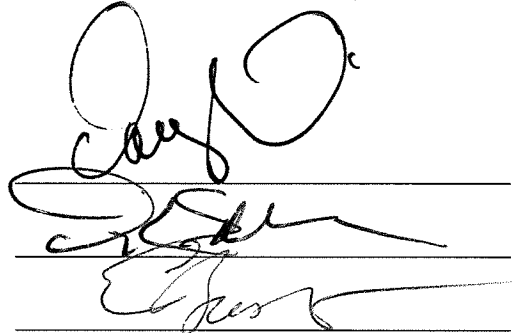
A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve the following for a refund:

Reason: Adjust land for Veteran Exemption

1 year in 2018 of county taxes paid by Michael Harcarik in the amount of \$124.70  
Parcel# 54-116.00-126-000-000

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to approve real estate changes for the month of May 2018

A motion was made by Commissioner Bustin, seconded by Commissioner Miller, all voted "aye" to approving occupation changes for the month of May 2018



Bradford County Board of Assessment

The Commissioners answered questions from the public and press at this time.

A motion was made by Commissioner Miller, seconded by Commissioner Bustin, all voted "aye" to adjourn the meeting at 10:21AM

