

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, JUNE 25, 2015

PRESENT: Daryl Miller, Ed Bustin and Doug McLinko via phone

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the minutes of Thursday, June 11, 2015.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to award the bid for Beautician Services at the Bradford County Manor to Doreen Passmore at a fee of \$36,000.00 per year.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve a Proclamation to recognize June 2015 as Dairy Awareness Month in Bradford County.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the renewal of an Agreement with Black Box Network Services for telephone and voicemail maintenance services for a period of 12 months beginning July 1, 2015 through June 30, 2016 at a yearly cost of \$6,428.16.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an agreement with Carrie Donald, Esquire, for Professional Legal Services on behalf of the Bradford County Public Defender as needed at a rate of \$50.00 per hour not to exceed a total of fifteen (15) hours per week effective June 22, 2015 through December 31, 2015.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Agreement with Larson, Kellett & Associates, P.C. of Montoursville, PA to perform a single audit for Bradford County for the year ending December 31, 2014 at an approximate cost of \$59,900.00 plus out-of-pocket costs and an additional fee of \$1,100.00 for the preparation of the single audit data collection form and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Agreement with Larson, Kellett & Associates, P.C. of Montoursville, PA to perform a Single Audit Supplement for Bradford County Division of Health Services for the year ending June 30, 2014 at an approximate cost not to exceed \$2,000.00 plus out-of-pocket costs and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve a contract for the State Food Purchase Program approving Attachment "G" (Participation Statement) committing 50% of the State Food Purchase Program Grant monies to be used to purchase food through commercial food distribution in our region with 8% being used for administrative costs for the program for Fiscal Year 2015-16 (July 1, 2015 – June 30, 2016).

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the following proposed Human Services Development Fund (HSDF) Proposals submitted by the following providers for the period of July 1, 2015 through June 30, 2016 contingent on HSDF funding.

The Children's House/CAC	\$4,511.00
Area Agency on Aging	\$14,000.00

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Big Brothers Big Sisters	\$16,855.00
Literacy Program	\$10,400.00
Guthrie Memorial Hospital	\$3,500.00
YMCA	\$11,600.00
Administration Costs	\$1,882.00

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the following Purchase of Service Agreements between Bradford County Human Services/Children and Youth Services and the following Providers for a period of 12 months (July 1, 2015 through June 30, 2016):

Dawn M. Miller  
Tots' Learning Center, LTD  
The Edge Child Care Center  
Kimberly L. McCarthy  
Rebecca K. Brown  
Eric Maynard  
Partners in Progress  
Moppets on Mulberry  
William H. Keppler  
Wyalusing Valley Children's Center, Inc.  
YMCA of Bradford County  
Robert J. Meacham, M.S.  
Kristen M. (Gillott) Foster

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an amended Infants, Toddlers and Families Medicaid Waiver Infant/Toddler Intervention Program and Provider contract between Bradford-Sullivan Counties Early Intervention Program and the following Providers effective July 1, 2015.

Guthrie Towanda Memorial Hospital  
Southern Tier Special Needs Resources  
Scranton School for the Deaf and Hard of Hearing

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the Bradford-Sullivan Counties Infant/Toddler Early Intervention Program and Provider contract between Bradford-Sullivan County Early Intervention Program and Guthrie Towanda Memorial Hospital-Early Intervention Program for a period of 12 months (July 1, 2015 through June 30, 2016).

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an amended Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and Erin D. Earle for a period of 12 months (July 1, 2015 through June 30, 2016).

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve a Letter of Agreement between Bradford County Human Services/Children and Youth Services and Jedediah C. Johnson for a period of 12 months (July 1, 2015 through June 30, 2016).

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

the hire of Robyn Chamberlain as Executive Director of the Bradford County Tourism Promotion Agency as per the recommendation of the Search Committee of the Bradford County Tourism Promotion Agency, effective July 6, 2015.

the hire of Joshua L. Holdren as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective June 17, 2015.

the hire of Brittini M. Hart as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective June 17, 2015.

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the hire of Lea S. Woodward as part time casual Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective June 17, 2015.

the hire of Angelica M. Allen as part time casual Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective June 17, 2015.

the hire of Erma A. Barnes as part time casual Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective July 1, 2015.

the hire of Christina M. Edwards as part time Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective July 1, 2015.

the hire of Julia L. Swarhout as part time casual Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective July 1, 2015.

the hire of Dominique D. Comereski as part time casual Valet as per the recommendation of Jim Shaddock, Manor Administrator, effective July 1, 2015.

the transfer of Carla Johnson from full time Activities Aid to part time casual Activities Aide as per the recommendation of Jim Shaddock, Manor Administrator, effective June 28, 2015.

the transfer of Richard L. White from full time Administrative Clerk II to full time Activities Aide as per the recommendation of Jim Shaddock, Manor Administrator, effective June 28, 2015.

the transfer of Suzanna R. Lampman from part time casual CNA to full time CNA as per the recommendation of Jim Shaddock, Manor Administrator, effective June 29, 2015.

the hire of Jessica Vanderpool as County Caseworker 1, Children & Youth Services (probationary appointment) as per the recommendation of Bill Blevins, Human Services Director, effective June 15, 2015.

the transfer of Jaimie L. Carl County Caseworker 2, Intellectual Disabilities, from probationary to regular status as per the recommendation of Bill Blevins, Human Services Director, effective May 17, 2015.

the transfer of Amy L. Brown, County Caseworker 2, Children & Youth Services, from probationary to regular status as per the recommendation of Bill Blevins, Human Services Director, effective May 31, 2015.

the transfer of Jason J. Walters, County Caseworker 3, Mental Health, from probationary to regular status as per the recommendation of Bill Blevins, Human Services Director, effective July 6, 2015.

the transfer of Jessica E. Morse, County Caseworker 2, Children & Youth Services to County Casework Supervisor, Children & Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective June 29, 2015.

the transfer of Jennifer S. Watson, County Caseworker 2, Children & Youth Services to County Casework Supervisor, Children & Youth Services as per the recommendation of Bill Blevins, effective June 29, 2015.

the hire of William Edward Farley as part time casual Data Entry Clerk as per the recommendation of Becky Clark, Treasurer, effective July 13, 2015.

the hire of Dakota Bellinger as part time casual Data Entry Clerk as per the recommendation of Becky Clark, Treasurer, effective July 13, 2015.

the hire of Alaina Wickwire as part time casual Data Entry Clerk as per the recommendation of Becky Clark, Treasurer, effective July 13, 2015.

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the hire of Jordan Kinley as part time casual Summer Intern as per the recommendation of Bob Barnes, Director of Public Safety, effective June 25, 2015.

OTHER

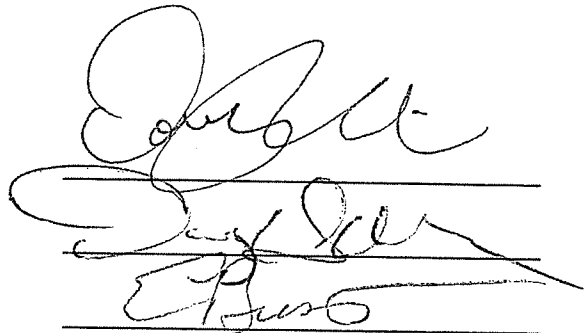
Bob Barnes, Director of Public Safety, to discuss CODE RED.

The following individual has been hired in response to a Court Order from the Court of Common Pleas as part time casual Summer Intern in the Courts Administration Office, effective June 10, 2015:

Schuyler Smith

The following individual has been hired in response to a Court Order from the Court of Common Pleas as full time Administrative Clerk III in the Department of Domestic Relations, effective July 13, 2015:

Cheri Erwin



Bradford County Commissioners

SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the creation of the position of Dietician at the Bradford County Manor effective June 26, 2015. This position will be 40 hours per week and a Grade 28.

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

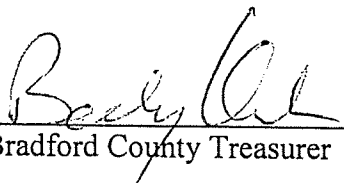
Robyn Chamberlain, Executive Director Effective July 6, 2015	G26 \$45,000.00/per year
Emily Dekar, Agricultural Conservation Technician Effective June 28, 2015	\$36,000.00/per year
Miranda Neville, Agricultural Resource Specialist Effective June 28, 2015	\$34,000.00/per year
Kevin Brown, Agricultural Resource Specialist Effective June 28, 2015	\$35,000.00/per year
Tess Flynn-Belles, Natural Resource Specialist Effective June 28, 2015	\$34,000.00/per year

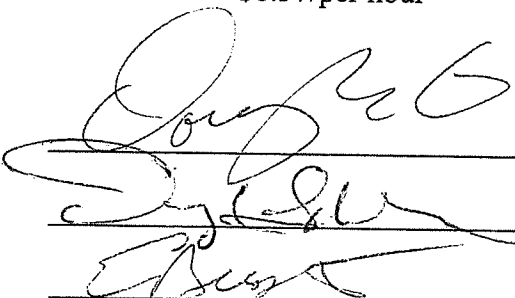
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Kristin Pepper, Dirt, Gravel and Low Volume Road Specialist Effective June 28, 2015	\$34,000.00/per year
Jonathan VanNoy, Natural Resource Specialist Effective June 28, 2015	\$34,000.00/per year
Joshua L. Holdre, pt casual Valet Effective June 17, 2015	\$7.85/per hour
Brittini M. Hart, pt casual Valet Effective June 17, 2015	\$7.85/per hour
Lea S. Woodward, pt casual Valet Effective June 17, 2015	\$7.85/per hour
Angelica M. Allen, pt casual Valet Effective June 17, 2015	\$7.85/per hour
Erma A. Barnes, pt casual Valet Effective July 1, 2015	\$7.85/per hour
Christina M. Edwards, pt casual Valet Effective July 1, 2015	\$7.85/per hour
Julia L. Swarthout, pt casual Valet Effective July 1, 2015	\$7.85/per hour
Carla Johnson, pt casual Activities Aide Effective June 28, 2015	MU10 \$10.02/per hour
Richard L. White, ft Activities Aide Effective June 28, 2015	MU10 \$11.34/per hour
Suzanna R. Lampman, ft CNA Effective June 28, 2015	MU12B \$11.34/per hour
Dominique D. Comereski, pt casual Valet Effective July 1, 2015	\$7.85/per hour
Schuyler Smith, pt casual Summer Intern Effective June 10, 2015	G7 \$8.37/per hour
Cheri Erwin, ft Administrative Clerk III Effective July 13, 2015	G14 \$11.79/per hour
Jessica Vanderpool, probationary County Caseworker 1 Effective June 15, 2015	G19 \$15.04/per hour
Jaimie L. Carl, regular County Caseworker 2 Effective May 17, 2015	G20 \$16.25/per hour
Amy L. Brown, regular County Caseworker 2 Effective May 31, 2015	G21 \$16.58/per hour
Jason J. Walters, regular County Caseworker 3 Effective July 6, 2015	G22 \$20.10/per hour
Jessica E. Morse, CYS Casework Supervisor Effective June 29, 2015	G24 \$19.19/per hour
Jennifer S. Watson, CYS Casework Supervisor Effective June 29, 2015	G24 \$20.90/per hour

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William Edward Farley, pt casual Data Entry Clerk Effective July 13, 2015	G8 \$8.80/per hour
Dakota Bellinger, pt casual Data Entry Clerk Effective July 13, 2015	G8 \$8.80/per hour
Alaina Wickwire, pt casual Data Entry Clerk Effective July 13, 2015	G8 \$8.80/per hour
Jordan Kinley, pt casual Summer Intern Effective June 25, 2015	G7 \$8.37/per hour

  
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Bradford County Treasurer

  
\_\_\_\_\_  
Bradford County Commissioners

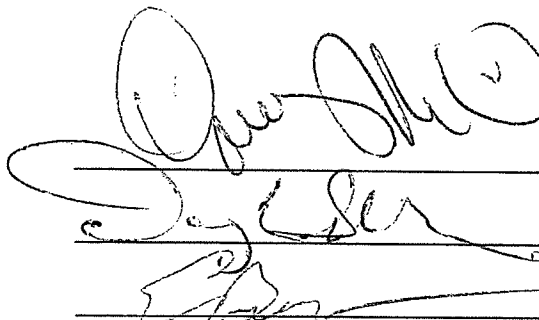
ASSESSMENT BOARD

UNFINISHED BUSINESS

NEW BUSINESS

The 2016 real estate and occupation duplicates are now available and on public display during the months of July and August 2015, Monday through Friday, from 9:00 am to 5:00 pm.

Any person desiring to appeal their assessment shall file a written statement designating the parcel and assessment appealed with the Bradford County Board of Assessment on or before September 1, 2015.

  
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Bradford County Commissioners  
Acting Board of Assessment

VISITORS REMARKS

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

ADJOURNMENT

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to adjourn the meeting at 10:29 a.m.