

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, OCTOBER 13, 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. Bustin, seconded by Mr. Miller, all voted "aye" to approve the minutes of Thursday, September 22, 2016.

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise a Request for Proposals for lease and maintenance of copy machines for Bradford County.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Memorandum of Understanding regarding the SAVIN Maintenance and Services Agreement between PA Commission on Crime and Delinquency, PA District Attorneys Institute and Bradford County for the period January 1, 2017 through December 3, 2017 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 Welch Allyn, Inc. for Physician Office Software Support and Services for a 12 month period (November 10, 2016 through November 9, 2017).

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the submission of the Medical Assistance Transportation Program 4<sup>th</sup> Quarter report for the Endless Mountain Transportation Authority.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to accept a deed of conveyance from the Cooks Pond Association to assume ownership and maintenance of Cooks Pond and accept the receipt of funds to be placed in an account for future maintenance of the pond.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the appointment of Eleanor Hill to the Board of the Bradford County Tourism Promotion Agency in place of Aaron Amspacker who resigned his position. She will serve the remainder of his term which expires December 31, 2018.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the reappointment of Ray DePaola to the Bradford County Housing Authority Board of Directors for an additional five-year term through September 2021.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an article of agreement between Bradford County and the Church of the Redeemer, Sayre, PA, to provide a space to hold each General, Township, special and Primary Election at a fee of \$50.00 each.

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

the hire of Shelby C. Turner as part time casual CNA as per the recommendation of Jim Shaddock, Manor Administrator, effective October 5, 2016.

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the transfer of Nicole L. Curtis from full time CNA to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective October 8, 2016.

the hire of Krystal M. Borrero as full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective October 19, 2016.

the hire of Elizabeth J. Page as full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective October 19, 2016.

the hire of Jordan L. Werner as part time casual Universal Caregiver as per the recommendation of Jim Shadduck, Manor Administrator, effective October 19, 2016.

the hire of Tricia L. Swackhamer as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 12, 2016.

the hire of Ruth A. Bender as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 12, 2016.

the hire of Tracy L. Gilbert as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 19, 2016.

the hire of Bryttani L. VanValkenburg as part time casual LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective October 12, 2016.

the hire of Esther M. Taylor as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective October 26, 2016.

the hire of Zachary J. West as part time casual Building Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective October 19, 2016.

the hire of Stacia M. Madigan as part time casual Administrative Clerk 1 as per the recommendation of Jim Shadduck, Manor Administrator, effective October 22, 2016.

the hire of Valerie P. Vanderpool as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 26, 2016.

the hire of Alane M. Neal as probationary Clerk Typist 2 in Mental Health as per the recommendation of Bill Blevins, Human Services Director, effective September 26, 2016.

the transfer of Dustin J. Snell from probationary to regular status County Caseworker I in Intellectual Disabilities as per the recommendation of Bill Blevins, Human Services Director, effective August 14, 2016.

the hire of Brenda Arnold as part time casual Custodian 1 as per the recommendation of Kim Corbett, effective October 17, 2016.

the transfer of Jeremiah Brown from CYS Caseworker to part time Correctional Officer as per the recommendation of Warden Don Stewart, effective October 26, 2016.

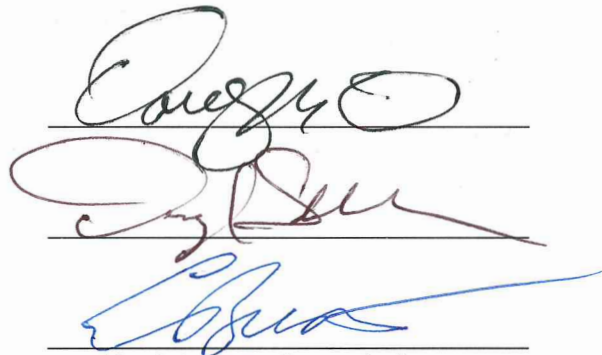
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OTHER

The following individual has been hired in response to a Court Order from the Court of Common Pleas as full time Probation Officer Trainee, effective October 11, 2016:

Angella Miller

The Thursday, October 27, 2016 Commissioner’s Meeting is being moved to 9:00 am instead of 10:00 am that day.



Bradford County Commissioners

SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

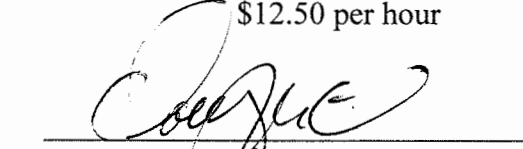


A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted “aye” to set the following salaries:

Shelby C. Turner, pt casual CNA Effective October 5, 2016	MU12 \$11.46 per hour
Nicole L. Curtis, pt casual CNA Effective October 8, 2016	MU12 \$11.46 per hour
Krystal M. Borrero, ft CNA Effective October 19, 2016	MU12 \$11.74 per hour
Elizabeth J. Page, ft CNA Effective October 19, 2016	MU12 \$12.04 per hour
Jordan L. Werner, pt casual Universal Caregiver Effective October 19, 2016	G15 \$12.74 per hour
Tricia L. Swackhamer, pt casual Valet Effective October 12, 2016	\$7.85 per hour
Ruth A. Bender, pt casual Valet Effective October 12, 2016	\$7.85 per hour
Tracy L. Gilbert, pt casual Valet Effective October 19, 2016	\$7.85 per hour
Bryttani L. VanValkenburg, pt casual LPN Effective October 12, 2016	G21 \$17.94 per hour
Esther M. Taylor, pt casual Dietary Attendant Effective October 26, 2016	MU9 \$9.56 per hour

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Zachary J. West, pt casual Building Attendant Effective October 19, 2016	MU13 \$11.62 per hour
Stacia M. Madigan, pt casual Administrative Clerk 1 Effective October 22, 2016	MU10 \$10.02 per hour
Valerie P. Vanderpool, pt casual Valet Effective October 26, 2016	\$7.85 per hour
Alane M. Neal, ft Clerk Typist 2 Effective September 26, 2016	G12 \$11.01 per hour
Brenda Arnold, pt casual Custodian 1 Effective October 17, 2016	G10 \$9.98 per hour
Angella Miller, ft Probation Officer Trainee Effective October 11, 2016	\$13.95 per hour
Jeremiah Brown, pt Correctional Officer Effective October 26, 2016	\$12.50 per hour

  
Bradford County Treasurer

  
  
  
Bradford County Commissioners

ASSESSMENT BOARD

UNFINISHED BUSINESS

NEW BUSINESS

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

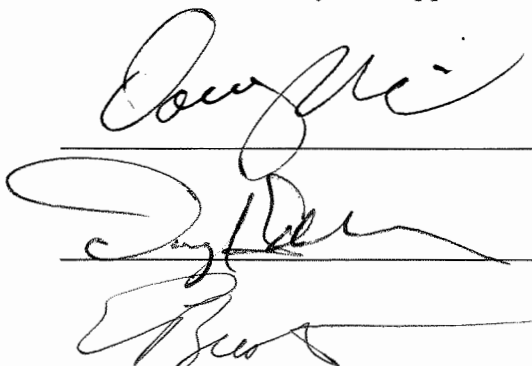
New Albany United Methodist Church  
591 Front Street  
New Albany, PA 18833  
Reason: The lot is now used for church parking.  
DMP # 26-134.01-088-000-000  
Effective Date: January 1, 2017

Roger W. Thomas  
3511 Rolling Hills Road  
Ulster, PA 18850  
Reason: Veterans Exemption – **RENEWAL**  
DMP # 39-057.04-035-001-000  
Effective Date: January 1, 2015

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the occupational changes for September 2016.

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A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the real estate changes for September 2016.



Bradford County Commissioners  
Acting Board of Assessment

ELECTION BOARD

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Director of Elections to appointment Poll Workers as needed, at County polling locations that have vacancies to serve on the Election Board for the 2016 General Election on Tuesday, November 8, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise the following:

The Bradford County Return Board will meet in the office of the Election Department of Bradford County, Courthouse, Towanda, Pennsylvania at 9:00 am on Monday, November 14, 2016 for the purpose of computing and canvassing returns of votes cast at the General Election of November 8, 2016.

The Bradford County Board of Elections will meet Thursday, November 10, 2016 at 2:30 pm in the office of the Commissioner's Conference Room to determine the eligibility of any and all provisional ballots cast in the November 8, 2016, General Election to be included and counted in the official canvass.

Voters who have cast an Absentee Ballot and have not supplied a valid form of ID for General Election to be held on November 8, 2016, have until the sixth calendar day after the General Election to provide their ID to the Bradford County Board of Elections, in order for their ballot to be counted.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to authorize the Chief Clerk to legally advertise a change of the polling location for Sayre Borough 1<sup>st</sup> Ward from Sayre Elks to the Church of the Redeemer located at 201 South Wilbur Avenue in the Borough of Sayre

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise that the Bradford County Board of Elections will conduct pre-election testing of the Electronic Tabulation Equipment. Pre-election testing will take place in the Election Office located in the Bradford County Courthouse Annex, 6 Court Street, Suite 2, Towanda, PA on Thursday, November 3, 2016 at 11:30 am.

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A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the Election Day Schedule for November 8, 2016:

**BUREAU OF ELECTIONS**

Renee Smithkors  
Jessie McDermott  
Kennedra Dixon

**ROVERS**

All will be assigned a section of the County to cover polling places in that area from 6:00 am to 8:30 pm (or later if necessary):

Jim Mechling  
Rod Manley  
Lilly Foust  
Michelle Shedden  
Jenny Sackett  
Brian Earle  
Jeff Glisson  
Nancy Mechling

**RECEIVING BOARD**

Michelle Shedden  
Jessie McDermott

**GEMS SERVER & TSX OPERATORS**

\*Renee Smithkors  
Jim Mechling (after roving)  
Rod Manley (after roving)  
Lilly Foust (after roving)

**ABSENTEE BALLOTS**

Kennedra Dixon  
Nancy Mechling  
Brian Earle  
Jenny Sackett

**WEB/PROJECTORS**

Wendy Rockwell  
Teresa Thomas

\*will also serve as Resolution Board if needed.

**CANVASS BOARD** (November 14, 2016 until completed)

Renee Smithkors  
Jessie McDermott  
Kennedra Dixon  
Michelle Shedden

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to authorize the Chief Clerk to legally advertise the polling locations for voting districts in Bradford County.

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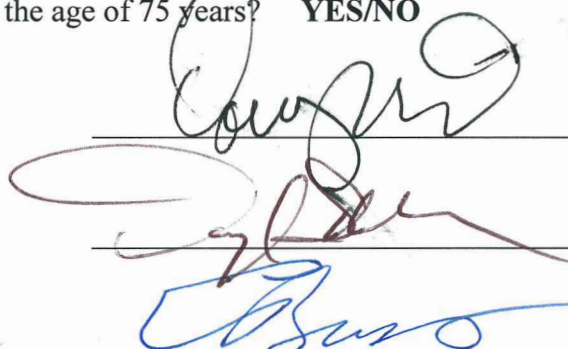
**We do notify you, in accordance with Section 905 of the Pennsylvania Election Code, that the offices for which candidates are to be chosen at the General Election on November 8, 2016, between the hours of 7:00 A.M. and 8:00 P.M. prevailing time, at which time the polls shall be closed are as follows:**

**Public Offices to be Elected and Number to be Elected at the General Election:**

- One President of the United States
- One Vice President of the United States
- One United States Senator
- One Attorney General
- One Auditor General
- One State Treasurer
- One Representative in 10<sup>th</sup> Congressional District
- One Senator in the General Assembly 23<sup>rd</sup> District
- One Representative in the General Assembly 68<sup>th</sup> District
- One Representative in the General Assembly 110<sup>th</sup> District

**PROPOSED CONSTITUTIONAL AMENDMENT**  
AMENDING THE MANDATORY JUDICIAL RETIREMENT AGE  
*Ballot Question*

Shall the Pennsylvania Constitution be amended to require that justices of the Supreme Court, judges and magisterial district judges be retired on the last day of the calendar year in which they attain the age of 75 years? **YES/NO**



Bradford County Board of Elections

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 1:42 pm.