

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, OCTOBER 8, 2015

PRESENT: Doug McLinko, Daryl Miller, 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, September 24, 2015.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Proclamation recognizing October 2015 as Domestic Violence Awareness Month in Bradford County.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on September 28, 2015 to approve the submission of the Community Development Block Grant Contract No. C000052185 Activities Report.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to ratify action taken on September 30, 2015 to approve the submission of the Monitoring Activity Progress Report (MAPR) regarding Community Development Block Grant DCED Contract No. C000052185.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on September 30, 2015 to approve a contract change with Frontier that included a lower rate and upgraded service at the Bradford County Planning office.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the 2016 Holiday Schedule.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Memorandum of Understanding between Bradford County and Area Agency on Aging (AAA) regarding a no-interest loan provided to AAA from Bradford County for the purpose of maintaining business operations from October through December 2015 during the Pennsylvania State Budget impasse.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a Project Modification Request regarding PCCD Subgrant No. 2015-VS-ST-25524 for an increase in RASA Funding for additional training expenses and a salary increase for the Victim Witness Coordinator's position. This funding has already been approved by PCCD.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Agreement between McKesson and the Bradford County Manor designating McKesson as the preferred vendor of medical supplies at the Bradford County Manor. McKesson will provide a quarterly rebate credit (up to \$450.00) to the Manor for the purchase of specified medical supplies.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the revised Bradford County Emergency Operations Plan that reflects updated ICS principals and the addition of complex and Area.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the submission of a request for an extension of the completion date for the 2011 CDBG Towanda Downtown Parking Garage Curb Cuts and Housing Rehab Projects from March 4, 2015 to November 20, 2016 and authorize the Chairman to sign.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Professional Services Agreement between Bradford County Human Services (MH/ID/EI) and Susquehanna Software, Inc. for the period July 1, 2015 through June 30, 2016 for technical support and maintenance services at an annual cost of \$20,600.00.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Professional Services Agreement between Bradford County Human Services (MH/ID/EI) and Susquehanna Software, Inc. for the period July 1, 2015 through June 30, 2016 for software upgrades at a one-time fee of \$5,000.00 and \$350.00 monthly for maintenance/support of said upgrades.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Unit of Service Funding Agreement Amendment between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Concern Professional Services for Children, Youth and Family for the period July 1, 2015 through June 30, 2016.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Unit of Service Funding Contract between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and NHS Human Services for the period July 1, 2015 through June 30, 2016 with a maximum annual contract amount of \$150,000.00

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 (D&A) and Susquehanna Software, Inc. for the period of July 1, 2015 through June 30, 2016 to provide software support/maintenance at a cost of \$4,200.00 annually.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Amended Agreement between Bradford/Sullivan Drug & Alcohol and Gaudenzia Chambers Hill Adolescent Program for the period July 1, 2015 through June 30, 2016 to provide inpatient non-hospital adolescent rehab at a cost of \$250.00 per day.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve an Agreement between Bradford/Sullivan Drug & Alcohol and PA Treatment & Healing for the period July 1, 2015 through June 30, 2016 to provide regular outpatient drug free services to adolescents, adults, pregnant women and injection drug users at a cost of \$80.00 per hour/individual and \$40.00 per hour/group.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a change in the start date of Gabrielle K. Edsell, Fiscal Technician, Human Services Agency, probationary status from September 14, 2015 to September 21, 2015.

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

the hire of Benjamin Hitchcock as part time Correctional Officer as per the request of Warden Stewart, effective September 28, 2015.

the transfer (Non-Civil Promotion) of Jennifer S. Cragle to Children & Youth Administrator 3, from County Casework Supervisor, Children and Youth Services as per Bill Blevins, Human Services Director, effective September 28, 2015.

the transfer of Victoria A. Leiby from part time casual Dietary Attendant to full time Administrative Clerk I as per the recommendation of Jim Shadduck, Manor Administrator, effective September 28, 2015.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

the transfer of Claudia J. Blaney from part time regular RN Supervisor to part time casual RN Supervisor as per the recommendation of Jim Shadduck, Manor Administrator, effective November 1, 2015.

the transfer of Breanne K. Wood from full time CNA to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective October 18, 2015.

the transfer of Sarah A. Donovan from part time casual Housekeeping Attendant to part time casual Nurse Aide Trainee as per the recommendation of Jim Shadduck, Manor Administrator, effective October 9, 2015.

the transfer of Meghan M. Everly from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Jim Shadduck, Manor Administrator, effective October 9, 2015.

the transfer of Schwana N. Kutt from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Jim Shadduck, Manor Administrator, effective October 9, 2015.

the transfer of Heather N. Nantz from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Jim Shadduck, Manor Administrator, effective October 9, 2015.

the hire of Deborah D. King as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective October 7, 2015.

the hire of Christopher M. Powell as part time casual LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective October 7, 2015.

the hire of Meredith Foster as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 14, 2015.

the hire of Teona Sempler as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 14, 2015.

the hire of Rebecca Farmer as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 14, 2015.

the hire of Mindy Chilson as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective October 14, 2015.

the hire of Leanne Molnar as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective October 16, 2015.

OTHER

Elly Smith recognition.

The following individual has been hired in response to a Court Order from the Court of Common Pleas as full time Probation Officer Trainee in the office of Probation, effective October 5, 2015:

Kylie M. Starkey


The following individual has been hired in response to a Court Order from the Court of Common Pleas as part time casual Court Tipstaff in Court Administration, effective October 8, 2015.

Catherine J. Bellanca

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

The following individual has been hired as full time Administrative Clerk I in the office of the Prothonotary as per the recommendation of Sally Vaughn, Prothonotary, effective October 9, 2015:

Brenda Vajda



Bradford County Commissioners

SALARY BOARD

PRESENT: Doug McLinko, Daryl Miller, and Ed Bustin. Becky Clark was absent.

UNFINISHED BUSINESS

NEW BUSINESS

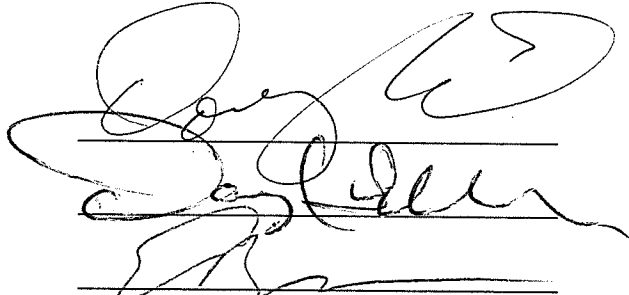
A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to set the following salaries:

Gabrielle K. Edsell, ft Fiscal Technician Effective September 21, 2015	G14 \$11.79 per hour
Benjamin Hitchcock, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Jennifer S. Cragle, ft Children & Youth Administrator 3 Effective September 28, 2015	G26 \$25.43 per hour
Kylie M. Starkey, ft Probation Officer Trainee Effective October 5, 2015	\$13.95 per hour
Brenda Vajda, ft Administrative Clerk I Effective October 9, 2015	G10 \$9.69 per hour
Catherine J. Bellanca, pt casual Tipstaff Effective October 8, 2015	G10 \$9.69 per hour
Victoria A. Leiby, ft Administrative Clerk I Effective September 28, 2015	MU10 \$11.27 per hour
Claudia J. Blaney, pt casual RN Supervisor Effective November 1, 2015	G27 \$28.72 per hour
Breanne K. Wood, pt casual CNA Effective October 18, 2015	MU12 \$11.05 per hour
Sarah A. Donovan, pt casual Nurse Aide Trainee Effective October 9, 2015	\$8.16 per hour
Meghan M. Everly, pt casual Nurse Aide Trainee Effective October 9, 2015	\$8.16 per hour

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

Schwana N. Kutt, pt casual Nurse Aide Trainee Effective October 9, 2015	\$8.16 per hour
Heather N. Nantz, pt casual Nurse Aide Trainee Effective October 9, 2015	\$8.16 per hour
Deborah D. King, pt casual Housekeeping Attendant Effective October 7, 2015	MU9A \$9.56 per hour
Christopher M. Powell, pt casual LPN Effective October 7, 2015	G21C \$17.42 per hour
Meredith Foster, pt casual Valet Effective October 14, 2015	\$7.85 per hour
Teona Sempler, pt casual Valet Effective October 14, 2015	\$7.85 per hour
Rebecca Farmer, pt casual Valet Effective October 14, 2015	\$7.85 per hour
Mindy Chilson, pt casual Valet Effective October 14, 2015	\$7.85 per hour
Leanne Molnar, pt casual Dietary Attendant Effective October 16, 2015	MU9 \$9.56 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:

Gary B. Baldwin
1337 Shumway Road
Wyalusing, PA 18853
Reason: Veterans Exemption – **NEW**
DMP # 54-115.00-159-001-000
Effective Date: January 1, 2016

John Long
441 May Hill Road
Columbia Cross Roads, PA 16914
Reason: Veterans Exemption – **New**
DMP # 30-030.00-054-001-000
Effective Date: January 1, 2016

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

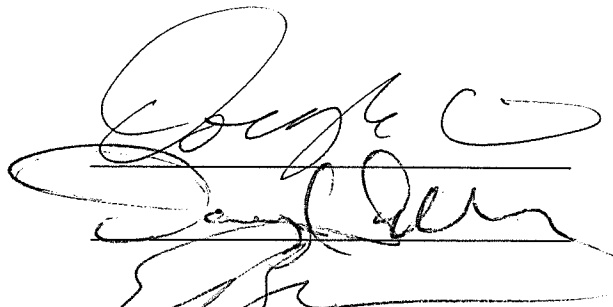
Allen L. Bastion
203 W. Leroy Cross Roads
Canton, PA 17724
Reason: Veterans Exemption -- **New**
DMP # 22-107.-004-001-000
Effective Date: January 1, 2016

Home Textile Tool Museum
1819 Orwell Hill Road
Rome, PA 18837
Reason: Home Textile Tool Museum meets all requirements for exempt status.
DMP # 27-050.00-079-000-000
Effective Date: January 1, 2016

Tri-County Sports Club, Inc.
c/o Patrick Beebe
118 Beebe Road
Wyalusing, PA 18853
Reason: Tri-County Sports Club, Inc. meets all requirements for exempt status.
DMP # 54-104.00-101-000-000
Effective Date: January 1, 2016

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the September 2015 occupational changes.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the September 2015 real estate changes.



Bradford County Commissioners
Acting Board of Assessment

ELECTION BOARD

PRESENT: Gayle Kershner and Richard Eaton. William McNett was absent.

UNFISHED BUSINESS

NEW BUSINESS

A motion was made by Ms. Kershner, seconded by Mr. Eaton, all voted "aye" to authorize the Chief Clerk to advertise the change of the Burlington Township Polling Location from the Luther's Mills United Methodist Church in Burlington Township to the Burlington Township Municipal Building located at 2030 Weed Hill Road in Burlington Township, PA.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015

A motion was made by Ms. Kershner, seconded by Mr. Eaton, all voted "aye" to authorize the Chief Clerk to advertise the change of the Ulster Township Polling Location from the Ulster Sheshequin Fire Hall in Ulster Township to the Ulster Township Municipal Building located at 23849 Route 220 in Ulster Township, PA.

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

A motion was made by Ms. Kershner, seconded by Mr. Eaton, all voted "aye" to authorize the Chief Clerk to legally advertise the Bradford County Board of Elections will conduct a pre-election testing of the Electronic Tabulating Equipment. Pre-election testing will take place in the Election Office located in the Bradford County Courthouse Annex, 6 Court Street, Towanda, PA on Thursday, October 29, 2015 at 11:30 am.

A motion was made by Ms. Kershner, seconded by Mr. Eaton, all voted "aye" to approve the following to serve as election night workers:

Bureau of Elections

Renee Smithkors, Tracey Ferguson, Jessie McDermott

Rovers

Jim Mechling, Jenny Sackett, Rod Manley, Jessie McDermott, Bryan Putnam, Jeff Glisson, Michelle Shedden

Receiving Board

Tracey Ferguson, Michelle Shedden, Jessie McDermott

GEMS Server & TSX Operators

Renee Smithkors, Jim Mechling, Rod Manley, Bryan Putnam

Absentee Ballots

Jessie McDermott

Web/Projectors

Wendy Rockwell, Teresa Thomas

Canvass Board

Renee Smithkors, Tracey Ferguson, Jessie McDermott

A motion was made by Mr. Eaton, seconded by Ms. Kershner, all voted "aye" to authorize the Election Director to appoint poll workers as needed throughout the County five days prior to the Election.

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

The Bradford County Return Board will in the office of the Election Department of Bradford County, Courthouse, Towanda, Pennsylvania at 9:00 am on Friday, November 6, 2015 for the purpose of computing and canvassing returns of votes cast at the Municipal General Election of November 3, 2015.

The Bradford County Board of Elections will meet Thursday, November 5, 2015 at 10:00 am in the office of the Commissioners Conference Room to determine the eligibility of any and all provisional ballots cast in the November 3, 2015 Municipal General Election to be included and counted in the official canvass.

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS
A CONTINUATION OF THURSDAY, OCTOBER 8, 2015


Voters who have cast an Absentee Ballot and have not supplied a valid form of ID for the Municipal General Election to be held on November 3, 2015, have until the sixth calendar day after the Municipal Primary Election to provide their ID to the Bradford County Board of Elections, in order for their ballot to be counted.



Gayle Kershner



Richard Eaton



Bill McNett
Bradford County Election Board

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 11:00 am.