

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, SEPTEMBER 14, 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 May 2016 to reflect the transfer of Stormy W. Wolfe from part time casual LPN to full time Restorative LPN, Grade 22, \$18.36 per hour, effective June 1, 2016.

A motion was made by Mr. the minutes of August 23, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to award the bid for the Inmate Phone System at the Bradford County Correctional Facility to Securus Technologies.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to proclaim September 4 – 10, 2017 as National Literacy Week in Bradford County.

Doug McLinko, Chairman  
Daryl L. Miller, Vice Chairman  
Ed Bustin, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

## Bradford County Commissioners Office

## PROCLAMATION

National Library Week  
April 9-15, 2017

WHEREAS, libraries help lives change in their communities, campuses and schools; and

WHEREAS, librarians work to meet the changing needs of their communities, including providing resources for everyone and bringing services outside of library walls; and

WHEREAS, libraries and librarians bring together community members to enrich and shape the community and address local issues;

WHEREAS, librarians are trained, tech-savvy professionals who provide technology training and access to downloadable content like e-books; and

WHEREAS, libraries are places of opportunity providing programs that teach all forms of literacy, promoting continuing education and encouraging lifelong learning; and

WHEREAS, libraries continuously grow and evolve in how they provide for the needs of every member of their communities; and

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week; and

NOW, THEREFORE BE IT RESOLVED, that the Bradford County Commissioners proclaim April 9-15, 2017 as "NATIONAL LIBRARY WEEK" in Bradford County and encourage residents to visit our libraries this week to take advantage of the wonderful library resources available.

IN WITNESS WHEREOF, we have set our hands and cause the seal of Bradford County to be affixed this 13th day of April, 2017.

Attest:

*Michelle L. Shedden*  
Michelle L. Shedden, Chief Clerk

*Doug McLinko*  
*Daryl Miller*  
*Ed Bustin*  
Bradford County Commissioners

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to proclaim September 24 – 30, 2017 as National Adult Basic Education and Family Literacy Week in Bradford County.

Doug McLinko, Chairman  
Daryl L. Miller, Vice Chairman  
Ed Bustin, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

PROCLAMATION

NATIONAL ADULT BASIC EDUCATION AND FAMILY LITERACY WEEK  
SEPTEMBER 24 – 30, 2017

WHEREAS, more than 30 million people in the United States cannot read, write, or do basic math above a third grade level; and

WHEREAS, American employers spend more than 125.9 billion each year on training, including remedial reading, writing, and math skills, and the literacy of its citizens is essential for the economic well-being of the United States; and

WHEREAS, each high school dropout costs the United States economy approximately \$260,000 in lost earnings, taxes, and productivity over his/her lifetime, the percentage of students with less than a 12<sup>th</sup> grade education have decreased from 70% in 2010-2011 to 59% in 2015-2016 because of enrollment in an Adult Literacy Program; and

WHEREAS, a mother's level of reading skill is the greatest determinant of her child's academic success, and children of parents who had not completed high school scored lower in vocabulary assessments; the education level of parents has a direct impact on the educational success of their children; and

WHEREAS, adults with low health literacy are less likely to get flu shots, delay or forgo mammograms, and more likely to suffer from heart failure, therefore endangering their lives and the lives of their loved ones; and

WHEREAS, 1.5 million people with the lowest levels of literacy are incarcerated, raising high school graduation rates would significantly decrease incarceration rates and reduce costs associated with crimes; and

WHEREAS, the National Adult Education and Family Literacy Week highlights the need for the nation to support efforts to ensure each and every person has the necessary literacy skills to succeed at home, at work, and in society.

301 Main Street Towanda PA 18846 (570) 265-1727 Fax (570) 265-1729  
[www.bradfordcountypa.org](http://www.bradfordcountypa.org)

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to proclaim the month of September 2017 as National Preparedness Month in Bradford County.

Doug McLinko, Chairman  
Daryl L. Miller, Vice Chairman  
Ed Bustin, Commissioner



Michelle Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

PROCLAMATION

NATIONAL PREPAREDNESS MONTH SEPTEMBER 2017

WHEREAS, September is National Preparedness Month, a time set aside annually to encourage citizens to take necessary steps to prepare for any and all emergencies in their homes, businesses and communities; and

WHEREAS, Bradford County has made it a high priority to continue to build a strong and viable "culture of preparedness" throughout our county, including municipalities, businesses, the private sector and the general public; and

WHEREAS, those who are prepared for emergencies recover faster and can help others who may be affected, demonstrating community spirit in the face of adversity; and

WHEREAS, emergency preparedness is a shared responsibility, and every family that is able should prepare to be self-sufficient for the first 72 hours after disaster strikes; and

WHEREAS, Bradford County's citizens and families can start their preparedness actions by making an emergency plan, participate in citizen preparedness activities or volunteer their services to any of the many varied organizations involved in emergency response or recovery.

NOW THEREFORE BE IT RESOLVED that we, the Bradford County Board of Commissioners do hereby proclaim September 2017 as **NATIONAL PREPAREDNESS MONTH** throughout Bradford County and urge all citizens to make preparedness a priority and work together to ensure that individuals, families and our communities are prepared for disasters and emergencies of any type. Residents can obtain additional information at: [www.bradfordcountypa.org/administration](http://www.bradfordcountypa.org/administration) and follow the link to Emergency Management.

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[www.bradfordcountypa.org](http://www.bradfordcountypa.org)

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to ratify action taken on September 13, 2017 to recognize Lance Bentley for his dedication and life of service to the Borough of South Waverly.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the allocation of Act 13 funds for local volunteer fire companies and emergency medical transport services.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Resolution 2017-07 approving a Reimbursement Agreement for costs associated with Bradford County Bridge 25 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to accept and approve the Medical Assistance Transportation Program (MATP) Grant Agreement and initial allocation amount of \$1,302,149.00 for Fiscal Year (FY) 2017-2018.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve an Inspection Renewal Agreement between Bradford County and Davis-Ulmer for Fire Safety Inspections at the Bradford County Manor for the period November 1, 2017 – October 31, 2018 at a cost of \$950.00 annually and authorize the Chairman to sign.

A motion was made by Mr. Miller, seconded by Mr. Bustin, to authorize the Chief Clerk to legally advertise the 2016 and 2017 Notice of Bradford County's Section 504 Officer and Process for Grievance for the Bradford County Housing Rehab and Community Development Block Grant (CDBG) Programs.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a Pilot Agreement for the Sayre Gardens Associates Project.

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 It Takes a Village 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 an Amendment Unit of Service Funding Agreement between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Allied Services for the period June 1, 2015 through June 30, 2016.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Unit of Service Funding Contracts between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Allied Services 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 Purchase of Service Agreement between Bradford/Sullivan County Mental Health/Intellectual Disability Programs (MH/ID) and Community Service Group for the period July 1, 2016 through June 30, 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a CWEL Agreement between Bradford County, the University of Pittsburg and Jessica Lynn Vanderpool, a county employee and "student," continuing into a graduate social work program, the "term" of this agreement shall commence on the effective date and shall continue until the student's satisfaction of obligations under this agreement.

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve a letter of agreement between Bradford County Human Services Agency/Children and Youth Services and Jedediah C. Johnson 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 Amendment Purchase of Service Agreements between Bradford County Human Services/Children and Youth Services and the following providers for the period July 1, 2016 through June 30, 2017:

Bethany Christian Services of Central Pennsylvania  
NHS Pennsylvania

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve Purchase of Service Agreements between Bradford County Human Services/Children and Youth Services and the following providers for the period July 1, 2017 through June 30, 2018:

Adelphoi Village, Inc.  
Alternative Rehabilitation Communities, Inc.  
Bethany Christian Services of Central Pennsylvania  
Bethesda Children's Home Lutheran Social Services  
Centre County Youth Services Bureau  
Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health Systems  
Cornell Abraxas Group, Inc.  
Concern Professional Services for Children, Youth and Families  
Drug and Alcohol Rehabilitation Services, Inc.  
George Junior Republic in Pennsylvania  
Preventative Aftercare, Inc.  
Project Starphish

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve a First Amendment to Child Accounting and Profile System Application Service Provider Agreement between Bradford County Human Services/Children and Youth Services and Avanco International, Inc. for the period July 1, 2017 through September 30, 2017.

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

the hire of Penny Bender as Assistant Cook as per the recommendation of Warden Don Stewart, effective September 5, 2017.

the transfer of Jessica Benninger from part time casual CNA to part time casual Universal Caregiver as per the recommendation of Blake Apsokardu, Manor Administrator, effective August 28, 2017.

the hire of Amanda Smith as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 20, 2017.

the hire of Lindy Driscoll as full time CNA as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 20, 2017.

the transfer of Lauren Casselbury from part time casual Nurse Aide Trainee to part time casual Nurse Aide as per the recommendation of Blake Apsokardu, Manor Administrator, effective July 30, 2017.

the transfer of Kayla Stahle from part time casual Nurse Aide Trainee to part time casual Nurse Aide as per the recommendation of Blake Apsokardu, Manor Administrator, effective August 4, 2017.

the hire of Suzzette Woodruff as full time CNA as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 20, 2017.

the hire of David Austin as part time casual Dietary Attendant as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 20, 2017.

the hire of Calista Howell as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 20, 2017.

the transfer of Samantha Shepard from full time RN Supervisor to full time interim Assistant Director of Nursing (ADON) as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 5, 2017.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

the hire of Cynthia Slater as part time casual Recreational Therapy Aide as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Amanda Stone as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Melissa McLinko as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Brooke Sterling as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Elizabeth Collins as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Leslie Cain as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire Cheyenne Walker as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Brianna Button as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the transfer of Katherine Avery from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Courtney Leahy from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Paige Mathews from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Black Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Victoria McNeal from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Heather Taylor from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Chantel Ward from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the transfer of Felicia Williams from part time casual Valet to part time casual Nurse Aide Trainee as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 16, 2017.

the hire of Norma Brewer as part time casual CNA as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Michelle Holton as part time casual Valet as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

the hire of Taylor Stillman as full time CNA as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 27, 2017.

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

the hire of Steven Chaapel as part time casual Transport Officer as per the recommendation of Blake Apsokardu, Manor Administrator, effective September 4, 2017.

the hire of Courtney A. Egnatzky as probationary County Caseworker 2 in Intellectual Disabilities as per the recommendation of Bill Blevins, Human Services Director, effective September 11, 2017.

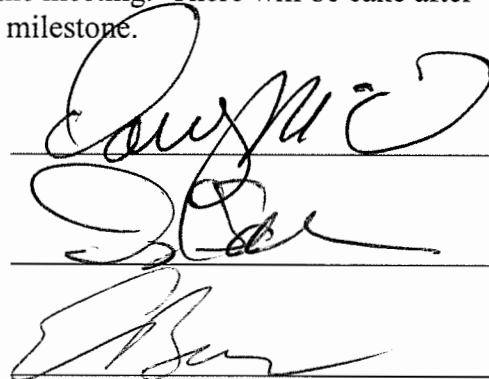
the hire of Shannon R. McDonald as probationary County Caseworker 1 in Children and Youth Services as per the recommendation of Bill Blevins, Human Services Director, effective September 11, 2017.

the transfer of Chelsea L. Moran from probationary to regular status County Caseworker 1 in Intellectual Disabilities as per the recommendation of Bill Blevins, Human Services Director, effective August 3, 2017.

the transfer of Marcey L. Packard from County Caseworker 2 to County Casework Supervisor in Intellectual Disabilities as per the recommendation of Bill Blevins, Human Services Director, effective September 11, 2017.

OTHER

The October 12, 2017 Commissioners Meeting will be held at Animal Care Sanctuary located at 353 Sanctuary Hill Lane in East Smithfield, PA at 10:00 am in honor of their 50<sup>th</sup> Anniversary. The public is welcome to attend the meeting. There will be cake after the meeting for those in attendance to celebrate this milestone.



Bradford County Commissioners

SALARY BOARD

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

UNFINISHED BUSINESS

NEW BUSINESS

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

Penny Bender, Assistant Cook Effective September 5, 2017	G13 \$11.56 per hour
Jessica Benninger, pt casual Universal Caregiver Effective August 28, 2017	MU15 \$12.80 per hour
Amanda Smith, pt casual Valet Effective September 20, 2017	\$7.85 per hour
Lindy Driscoll, ft CNA Effective September 20, 2017	MU12 \$11.74 per hour

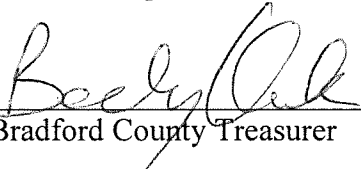
THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

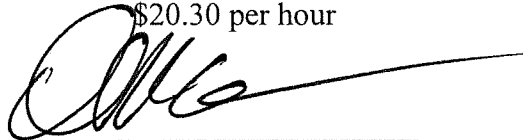
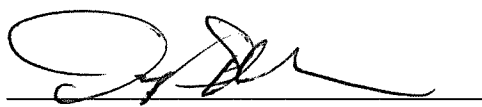
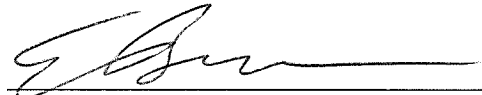
Lauren Casselbury, pt casual Nurse Aide Effective July 30, 2017	\$11.46 per hour
Kayla Stahle, pt casual Nurse Aide Effective August 4, 2017	\$11.46 per hour
Suzzette Woodruff, ft CNA Effective September 20, 2017	MU12 \$12.04 per hour
David Austin, pt casual Dietary Attendant Effective September 20, 2017	MU9 \$9.56 per hour
Calista Howell, pt casual Valet Effective September 20, 2017	\$7.85 per hour
Samantha Shepard, ft interim ADON Effective September 5, 2017	\$32.07 per hour
Cynthia Slater, pt casual Recreational Therapy Aide Effective September 27, 2017	MU10 \$10.02 per hour
Amanda Stone, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Melissa McLinko, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Brooke Sterling, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Elizabeth Collins, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Leslie Cain, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Cheyenne Walker, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Brianna Button, pt casual Valet Effective September 16, 2017	\$7.85 per hour
Katherine Avery, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Courtney Leahy, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Paige Mathews, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Victoria McNeal, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Heather Taylor, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Chantel Ward, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour
Felicia Williams, pt casual Nurse Aide Trainee Effective September 16, 2017	\$8.16 per hour



THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

Norma Brewer, pt casual CNA Effective September 27, 2017	\$11.74 per hour
Michelle Holton, pt casual Valet Effective September 27, 2017	\$7.85 per hour
Taylor Stillman, ft CNA Effective September 27, 2017	MU12 \$11.74 per hour
Steven Chaapel, pt casual Transport Officer Effective September 4, 2017	\$10.00 per hour
Courtney A. Egnatzky, probationary County Caseworker 2 Effective September 11, 2017	G20 \$16.25 per hour
Shannon R. McDonald, probationary County Caseworker 1 Effective September 11, 2017	G19 \$15.49 per hour
Chelsea L. Moran, ft County Caseworker 1 Effective August 3, 2017	G18 \$14.74 per hour
Marcey L. Packard, ft County Casework Supervisor Effective September 11, 2017	G23 \$20.30 per hour

  
\_\_\_\_\_  
Bradford County Treasurer

  
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\_\_\_\_\_  
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:

Van D. Randall  
1919 Lumber Mill Road  
Milan, PA 18831  
Reason: Veterans Exemption – **New (House & 5 Acres)**  
DMP # 39-045.00-044-001-000  
Effective Date: January 1, 2018

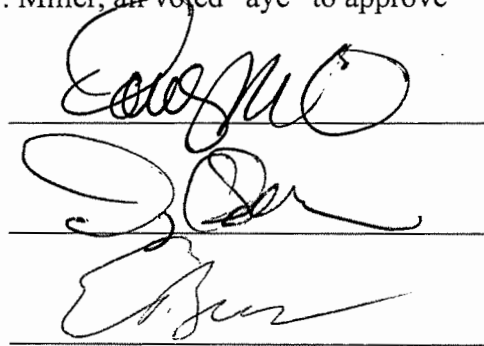
A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the following for a **REFUND**:

136 days in 2017 of county taxes paid by Karl & Linda Cook in the amount of \$47.61.  
Reason: Demolished the house.  
Parcel # 25-099.00-049-000-000

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS  
A CONTINUATION OF THURSDAY, SEPTEMBER 14, 2017

A motion was made by Mr. Miller, seconded by Mr. Bustin, all voted "aye" to approve the real estate changes for August 2017.

A motion was made by Mr. Bustin, seconded by Mr. Miller, all voted "aye" to approve the occupational changes of August 2017.



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. Miller, seconded by Mr. Bustin, all voted "aye" to adjourn the meeting at 10:34 a.m.