

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, SEPTEMBER 24, 2015

PRESENT: Doug McLinko (via phone), 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. McLinko, all voted "aye" to approve the minutes of Thursday, September 10, 2015.

NEW BUSINESS

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Agreement with Lillie Thomas for weekly cleaning services provided to District Justice Jonathan Wilcox' office for the period August 19, 2015 through August 19, 2016 at a rate of \$40.00 per week.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Inspection Renewal Agreement between the Bradford County Manor and Davis-Ulmer for Fire Safety Inspections for a 12 month period (October 1, 2015 – October 1, 2016) at a cost of \$895.00 annually 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 SL Smith for exterior window cleaning at the Bradford County Courthouse at a fee of \$1,500.00 and authorize the Chairman to sign.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve a Letter of Agreement with Mary Secules, RN to provide training to the new Assistant Director of Nursing at the Bradford County Manor for a period of 80 hours from September 21, 2015 through October 2, 2015 at a rate of \$33.73 per hour.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the renewal of a Maintenance Agreement with Election Systems & Software, LLC for election system software maintenance and license at a fee of \$34,250.00 for the term of 10/01/15-09/30/16.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Article of Agreement between Ulster Township Supervisors and Bradford County to provide space to hold elections at a fee of \$50.00 per election.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an Article of Agreement between Burlington Township Supervisors and Bradford County to provide space to hold elections at a fee of \$50.00 per election.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to renew an agreement with Frontier Communications for long distance phone service at a rate of 0.02 per minute for the period of September 18, 2015 thru September 18, 2017.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve an addendum and Memorandum of Understanding to the Leachate, Sewage, Effluent Use and Capacity agreement with Northern Tier Solid Waste Authority.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to authorize the Chief Clerk to legally advertise a Notice of Public Hearing of the Bradford County Board of Assessment Appeals beginning October 14, 2015 at 9:15 am. All hearings are open to the public.

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A CONTINUATION OF THURSDAY, SEPTEMBER 24, 2015

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve a brokerage agreement with Henry Dunn, Inc. to act as our representative in the market place to locate coverage for Bradford County employee benefits insurance needs at a fee of \$40,000.00 effective from October 1, 2015 through December 31, 2016.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the submission of the fourth quarter report for the Medical Assistance Transportation Program.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the appointment Loren Marie Bellows to the Bradford County Manor's professional staff as Medical Physician Assistant, effective September 22, 2015.

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the re-appointment of the following individual to the Northern Tier Solid Waste Authority Board for a five year term expiring December 31, 2020:

Jack Walter

A motion was made by Mr. Bustin, seconded by Mr. McLinko, all voted "aye" to approve the appointment of the following individuals to the Bradford County Children and Youth Services Advisory Board:

	<u>Term Ends</u>
Ed Branish	3/17
Rose Rephser	3/17
Ginnie Schoonover	3/17
Mimi Eaton	3/17
Joan O'Connor	3/18
Marguerite Shaner	3/18
Mary Rose Shaylor	3/18

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

the hire of Marjorie L. McDonald as full time RN Supervisor as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Stephanie J. Calkins as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Sareena R. Jackson as part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Mindy A. Maines as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Morgan C. West as part time casual Dietary Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Thomas B. Brown as part time casual Housekeeping Attendant as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the transfer of Shana M. Maines from full time CNA to full time Assistant Cook as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the transfer of Rebecca A. Fowler from part time casual Universal Caregiver to full time Universal Caregiver as per the recommendation of Jim Shadduck, Manor Administrator, effective September 20, 2015.

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the transfer of Billie Jo Barr from part time regular LPN to temporary full time LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective September 20, 2015.

the transfer of Briana F. Muir from part time casual CNA to full time CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective September 20, 2015.

the transfer of Shirlita R. Robinson from part time casual Valet to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective September 16, 2015.

the transfer of Tammy J. Morgan from full time Administrative Clerk I to full time Clerk/Administrative Assistant as per the recommendation of Jim Shadduck, Manor Administrator, effective October 11, 2015.

the transfer of Wendy M. Rogers from part time casual Universal Caregiver to part time LPN as per the recommendation of Jim Shadduck, Manor Administrator, effective September 17, 2015.

the hire of Halie J. Dunn as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the hire of Kaitlyn N. Kithcart as part time casual Valet as per the recommendation of Jim Shadduck, Manor Administrator, effective September 30, 2015.

the transfer of Ashleigh R. Chilson from part time casual Universal Caregiver to full time Universal Caregiver as per the recommendation of Jim Shadduck, Manor Administrator, effective September 27, 2015.

the transfer of Alexis Kline from full time CNA to part time casual CNA as per the recommendation of Jim Shadduck, Manor Administrator, effective September 22, 2015.

the hire of Martina Pierce as part time casual Administrative Clerk II as per the recommendation of Helen Stolinias, Chief Public Defender, effective September 28, 2015.

the transfer of Josiah Bardo from part time Correctional Officer to full time Correctional Officer as per the recommendation of Warden Stewart, effective September 27, 2015.

the hire of Bryan Pelachick as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of Joseph Crouse as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of Mara Spencer as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of David Voorhees as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of Ryan Connell as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of Chris Winiavski as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the hire of Chelsea Buchanan as part time Correctional Officer as per the recommendation of Warden Stewart, effective September 28, 2015.

the transfer of Daniel L. Hicks from Children and Youth Services County Caseworker 1 to County Caseworker 2 as per the recommendation of Bill Blevins, Human Services Director, effective September 29, 2015.

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the transfer of Faith A. Hoover from Children and Youth Services County Caseworker 1 to County Caseworker 2 as per the recommendation of Bill Blevins, Human Services Director, effective October 6, 2015.

the transfer of Gerard L. Hawley from probationary to regular status County Psychological Services Associate 2 in Mental Health as per the recommendation of Bill Blevins, Human Services Director, effective September 12, 2015.

OTHER

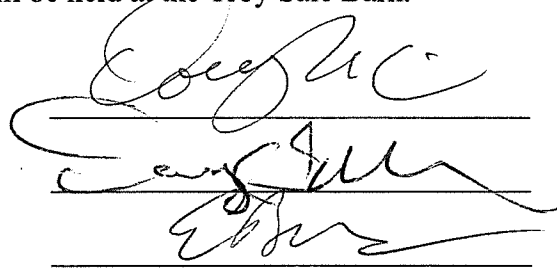
The following individual has been hired in response to a Court Order from the Court of Common Pleas as full time Administrative Assistant II in the Magisterial District Office in Troy, effective September 21, 2015.

Lisa Carman

The following individual has been transferred in response to a Court Order from the Court of Common Pleas from full time Administrative Clerk II to full time Administrative Assistant III, effective October 5, 2015:

Suzanne Preston

The October 8, 2015 Commissioners Meeting will be held at the Troy Sale Barn.



Bradford County Commissioners

SALARY BOARD

UNFINISHED BUSINESS

NEW BUSINESS

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

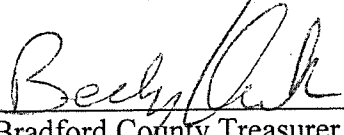
Marjorie L. McDonald, ft RN Supervisor Effective September 30, 2015	G27 \$26.41 per hour
Stephanie J. Calkins, pt casual Valet Effective September 30, 2015	\$7.85 per hour
Sareena R. Jackson, pt casual CNA Effective September 30, 2015	MU12A \$11.05 per hour
Mindy A. Maines, pt casual Dietary Attendant Effective September 30, 2015	MU9A \$9.56 per hour
Morgan C. West, pt casual Dietary Attendant Effective September 30, 2015	MU9A \$9.56 per hour
Thomas B. Brown, pt casual Housekeeping Attendant Effective September 30, 2015	MU9A \$9.56 per hour

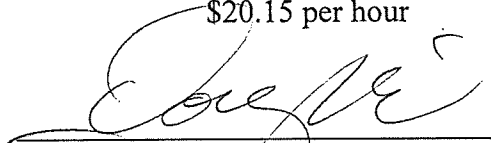

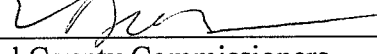
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Shana M. Maines, ft Assistant Cook Effective September 30, 2015	MU13A \$11.62 per hour
Rebecca A. Fowler, ft Universal Caregiver Effective September 20, 2015	MU15A \$12.37 per hour
Billie Jo Barr, temporary ft LPN Effective September 20, 2015	G22 \$19.29 per hour
Brianna F. Muir, ft CNA Effective September 20, 2015	MU12B \$11.34 per hour
Shirlita R. Robinson, pt casual CNA Effective September 16, 2015	MU12A \$11.05 per hour
Tammy J. Morgan, ft Clerk/Administrative Assistant Effective October 11, 2015	MU11 \$12.11 per hour
Wendy M. Rogers, pt casual LPN Effective September 17, 2015	G21A \$16.58 per hour
Halie J. Dunn, pt casual Valet Effective September 30, 2015	\$ 7.85 per hour
Kaitlyn N. Kithcart, pt casual Valet Effective September 30, 2015	\$7.85 per hour
Ashleigh R. Chilson, ft Universal Caregiver Effective September 27, 2015	MU15A \$12.37 per hour
Alexis Kline, pt casual CNA Effective September 22, 2015	MU12A \$11.05 per hour
Josiah Bardo, ft Correctional Officer Effective September 27, 2015	\$12.00 per hour
Bryan Pelachick, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Joseph Crouse, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Mara Spencer, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
David Voorhees, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Ryan Connell, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Chris Winiavski, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Chelsea Buchanan, pt Correctional Officer Effective September 28, 2015	\$11.00 per hour
Martina Pierce, pt casual Administrative Clerk II Effective September 28, 2015	G12 \$10.69 per hour

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Lisa Carman, ft Administrative Assistant II Effective September 21, 2015	G15 \$12.37 per hour
Suzanne Preston, ft Administrative Assistant III Effective October 5, 2015	G16 \$12.99 per hour
Daniel L. Hicks, County Caseworker 2 Effective September 29, 2015	G21 \$16.58 per hour
Faith A. Hoover, County Caseworker 2 Effective October 6, 2015	G21 \$16.58 per hour
Gerard L. Hawley, County Psychological Services Associate 2 Effective September 12, 2015	G25 \$20.15 per hour

  
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Bradford County Treasurer

  
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Bradford County Commissioners.

VISITORS REMARKS

Robyn Chamberlain announced an extension of the Room Tax Grant Application deadline to October 16, 2015.

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 10:21 a.m.