

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

WEDNESDAY, JUNE 24, 2021

PRESENT: Daryl Miller, John Sullivan, Doug McLinko via phone

PLEDGE OF ALLEGIANCE TO THE FLAG

CALL TO ORDER

A meeting of the Bradford County Commissioners was called to order by Chairman Daryl Miller at 10:00 am.

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner Miller, all voted “aye” to approving the Minutes of June 9, 2021.

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to recognizing the month of June as National Dairy Month in Bradford County.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the renewal of an agreement between the Central Bradford Progress Authority and Bradford County as Bradford County’s Economic Development agent effective January 1, 2022 through December 31, 2025.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve five year service agreement with OTIS Elevator Company, to provide maintenance services for elevator equipment located at the Bradford County Public Safety building effective January 1, 2022, with an automatic renewal after the fifth year unless terminated by either party.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 14, 2021 to approve a new three year contract with Port Elevator INC. at a fee of \$4,092.00 annually, to provide maintenance services for elevator equipment located at the Bradford County Manor, effective July 1, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 16, 2021 to approve a tower lease agreement between Douglas W. Soden and Bradford County effective June 16, 2021 through June 16, 2041.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 16, 2021 to approve a tower lease agreement between Foster Communications and Bradford County effective June 16, 2021 through June 16, 2041.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 16, 2021 to approve a lease agreement between Bennett L. Young and Bradford County effective June 16, 2021 through June 16, 2041.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the appointment of Morgan Clinton from Wyalusing to the Bradford County Tourism Board to replace Mike Frantz who has retired, term will expire July 31, 2024.

A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Purchase of Service Agreement between Bradford County Human Services/Children and Youth Services and the following providers effective July 1, 2021 through June 30, 2022:

Pressley Ridge
Montgomery County Youth Center
George Junior Republic

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Unit of Funding Contract between the Bradford and Sullivan County Joinder and Bradford/Sullivan Single County Authority, effective July 1, 2021 through June 30, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Unit of Funding Contract between Bradford and Sullivan County Joinder and Finding New Hope Counseling Inc., effective July 1, 2021 through June 30, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Purchase of Service Agreement between Bradford County Human Services Agency and the following providers effective July 1, 2021 through June 30, 2022:

Andrew Hutz
Megan S. Wells, Esq.
Kelly M. Carrubba, Esq., of Carrubba Law, P.C.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the transfer of Katelyn Kline full-time Dietary Attendant to full-time Assistant Cook, per recommendation of Phil Sell, Manor Administrator effective July 11, 2021

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the transfer of Laura Larcom part-time casual Dietary Attendant to full-time Dietary Attendant, per recommendation of Phil Sell, Manor Administrator effective July 11, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Rachel Potter part-time casual (per diem) LPN, per recommendation of Phil Sell, Manor Administrator effective June 14, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the rate change for Brooklyn Bourne, per diem CNA, from \$13.03 to \$15.50 per hour, per recommendation of Phil Sell, Manor Administrator effective June 15, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Mariah Rake part-time casual Valet, per recommendation of Phil Sell, Manor Administrator effective July 6, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Misty Yates part-time casual Valet effective, per recommendation of Phil Sell, Manor Administrator June 28, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Leonna Jones part-time casual Dietary Attendant, per recommendation of Phil Sell, Manor Administrator effective June 23, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Emily Allen part-time casual Dietary Attendant, per recommendation of Phil Sell, Manor Administrator effective June 28, 2021.

A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Brooke Rogers full-time Human Resources Assistant, per recommendation of Phil Sell, Manor Administrator effective July 12, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 4, 2021 to transfer Sue Preston FT Admin Assistant 1 to FT Admin Assessment Assistant, per recommendation of Colleen Klein, Assessment Director effective June 14, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Brandon Mullins to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Gabrielle Matthews to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Destiny Miller to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective of June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Parker Schomp to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective of June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Kenneth Walters to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve he hire of Brittany O’Connor to the position of part time Correctional Officer at the correctional facility, per recommendation of Don Stewart, Warden effective June 30, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Megan Brown for Soil Conservation department, Administrative Assistant II, per recommendation of Cathy Yeagle, Conservation District Manager effective June 21, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on June 14, 2021 to transfer Leah O’Neil from Administrative Assistant III to Deputy Chief Clerk in the Commissioner’s office, per recommendation of Michelle Shedden, Chief Clerk effective June 14, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the hire of Destiny Bates to the position of County Social Casework Intern, Children and Youth Services, Probationary appointment, per recommendation of Mayme Carter, Human Services Director effective June 8, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on January 9, 2021 to transfer Cory B. Hodgdon from County Caseworker 1 Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director effective January 9, 2021.

A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on April 19, 2021 to transfer Victoria I. Ace from County Caseworker 1, Intellectual Disabilities Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director effective April 19, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on January 2, 2021 to transfer Kaseen N. Woodward from County Caseworker 2, Intellectual Disabilities Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director effective January 2, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on January 6, 2021 to transfer Brittany Hons from County Caseworker 2, Intellectual Disabilities Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director effective January 6, 2021.

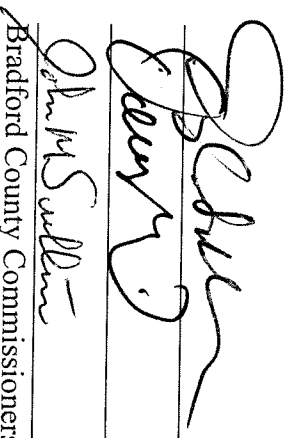
A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” ratify action taken on November 16, 2020 to transfer Brianna M. Hartford from County Caseworker 2, Intellectual Disabilities Probationary to Regular status, per recommendation of Mayme Carter, Human Services Director effective November 16, 2020.

OTHER

Mallory Shumaker has been hired in response to a court order by the Court of Common Pleas to the position of Summer Judicial Intern/Law Clerk, effective June 11, 2021.

Noah Fitch has been hired in response to a court order by the Court of Common Pleas to the position of Summer Intern in the Probation department, effective May 24, 2021.

Special recognition of Brent E Beckwith as Intern at the Bradford County Coroner’s office.



The image shows two handwritten signatures on horizontal lines. The top signature is in cursive and appears to read 'Brent E Beckwith'. The bottom signature is also in cursive and appears to read 'John M Sullivan'. Below the bottom signature, the text 'Bradford County Commissioners' is printed.

Bradford County Commissioners

SALARY BOARD
THURSDAY, JUNE 24, 2021

PRESENT: Daryl Miller, John Sullivan, Doug McLinko via phone, Matt Allen

UNFINISHED BUSINESS

A motion was made by Matt Allen, seconded by Commissioner Sullivan, all voted “aye” ratify action taken on June 7, 2021 to reclassify the Commissioners Administrative Assistant 1 to Deputy Chief Clerk, Grade 22, effective June 14, 2021.

A motion was made by Matt Allen, seconded by Commissioner Sullivan, all voted “aye” ratify action taken on June 7, 2021 to reclassify the Commissioners Administrative Assistant III to Commissioners Executive Assistant, Grade 18, effective June 14, 2021.

A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

NEW BUSINESS

A motion was made by Matt Allen, seconded by Commissioner Sullivan, all voted “aye” to set the following salaries:

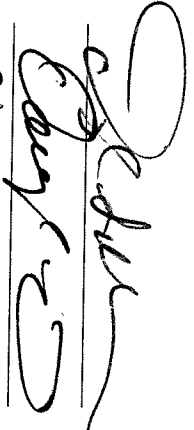
Katelyn Kline, FT Assistant Cook Effective July 11, 2021	MU13 \$12.91
Laura Larcom, FT Dietary Attendant Effective July 11, 2021	MU9 \$11.00
Rachel Potter, Per Diem LPN Effective June 14, 2021	Grade 22 \$27.00
Brooklynn Bourne, Per Diem CNA Effective June 15, 2021	MU12 \$15.50
Mariah Rake, PT Casual Valet Effective July 6, 2021	\$10.00
Misty Yates, PT Casual Valet Effective June 28, 2021	\$10.00
Dianne Cron, PT Casual RN Supervisor Effective April 25, 2021	Grade 27 \$34.00
Catherine Muthoni, PT Casual RN Supervisor Effective April 25, 2021	Grade 27 \$34.00
Leonna Jones, PT Casual Dietary Attendant Effective June 23, 2021	MU9 \$11.00
Emily Allen, PT Casual Dietary Attendant Effective June 28, 2021	MU9 \$11.00
Brooke Rogers, FT Human Resources Assistant Effective July 12, 2021	Grade 16 \$13.65
Sue Preston, FT Admin Assistant Assessment Effective June 14, 2021	Grade 16 \$15.32
Paul Yeager, Maintenance Supervisor Effective June 24, 2021	Grade 23 \$24.00
Brandon Mullins, PT Correctional Officer Effective June 21, 2021	\$12.00
Gabrielle Matthews, PT Correctional Officer Effective June 21, 2021	\$12.00
Destiny Miller, PT Correctional Officer Effective June 21, 2021	\$12.00
Parker Schomp, PT Correctional Officer Effective June 21, 2021	\$12.00
Kenneth Walters, PT Correctional Officer Effective June 21, 2021	\$12.00
Brittany O’Connor, PT Correctional Officer Effective June 21, 2021	\$12.00


A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

Megan Brown, FT Administrative Assistant II Effective June 21, 2021	Grade 15 \$12.99
Leah O'Neil, FT Deputy Chief Clerk Effective June 14, 2021	Grade 22 \$18.29
Cory B. Hodgdon, County Caseworker 2, Mental Health Effective January 9, 2021	Grade 22 \$18.29
Victoria I. Ace, County Caseworker 1, Intellectual Disabilities Effective April 19, 2021	Grade 20 \$16.58
Kasean N. Woodward, County Caseworker 2, Intellectual Disabilities Effective January 2, 2021	Grade 22 \$18.29
Brittany Hons, County Caseworker 2, Intellectual Disabilities Effective January 2, 2021	Grade 22 \$18.29
Brianna M. Hartford, County Caseworker 2, Intellectual Disabilities Effective January 2, 2021	Grade 22 \$18.29



Bradford County Treasurer



Cheryl S. Sullivan


John M. Sullivan
Salary Board

BOARD OF ASSESSMENT
THURSDAY, JUNE 24, 2021
PRESENT: Daryl Miller, John Sullivan, Doug McLinko via phone

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the following for exempt status:

Michael J. Dreisch
728 Creek Rd
Laceyville, PA 18623
Veterans Exemption- RENEWAL
Parcel #54-104.00-130-000-000
Effective May 2, 2021

Henry J. Murphy
201 Seneca St
Sayre, PA 18840
Veterans Exemption- RENEWAL
Parcel #34-007.12-394-000-000
Effective May 26, 2021


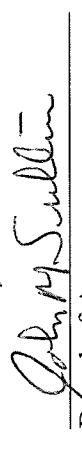
A CONTINUATION OF THE MINUTES OF JUNE 24, 2021

Gary L. Norman
7003 Route 367
Laceyville, PA 18623
Veterans Exemption- RENEWAL
Parcel #54-116.00-084-000-000
Effective April 13, 2021

Charles H. Miller
3341 Saco Rd
Towanda, PA 18848
Veterans Exemption- RENEWAL
Parcel #55-072.00-166-001-000
Effective April 21, 2021

Melvin W. Wingier
30449 Route 187
Rome, PA 18837
Veterans Exemption- RENEWAL
Parcel # 32-049.00-109-000-000
Effective April 26, 2021

Dennis J. Essig
552 Bahl Rd
New Albany, PA 18833
Veterans Exemption- RENEWAL
Parcel #28-133.00-082-000-000
Effective March 18, 2021

John M. Sullivan
Board of Assessment

VISITORS REMARKS

ADJOURNMENT

A motion was made by Commissioner McLinko, seconded by Commissioner Sullivan, all voted “aye” to adjourn at 10:33 a.m.

