

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

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 McLinko, all voted “aye” to approving the minutes of December 8, 2022

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to authorizing the Chief Clerk to legally advertise setting the date, time and location of the Bradford County Prison Board meetings. The meetings will be held at 11:00 am on the second Thursday of the month, (except for holidays), in the Commissioner’s office located in the Bradford County Courthouse. Quarterly meetings will be held at the Prison.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to renewing an agreement between Bradford County and the Northern Tier Solid Waste Authority for container rental and disposal effective January 1, 2023 through December 31, 2023 and authorize the Chairman to sign.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the purchase of service agreement for professional services between Bradford County Children and Youth Services and Children’s Aid Society of Mercer County effective July 1, 2022 through June 30, 2023 inclusive.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to renewing an agreement between Bradford County and North Penn Legal Services for a period of six months effective January 1, 2023 through June 30, 2023.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the Operations Transfer Agreement (OTA), and the Asset Transfer Agreement (ATA) necessary to facilitate the sale of the Bradford County Manor to Allaire Health Services, 115 Dutch Lane Road, Freehold, New Jersey 07728, subject to the final legal review of each document by legal counsel. The execution of these documents after approval by the legal counsel for each party will begin a 45 day due diligence period followed by a closing of the sale transaction thereafter. Copies of the documents will be made publicly available immediately after they are executed by the Commissioners, again following the final legal review by counsel later this week.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving a Management Agreement with Allaire Health Services, doing business as 15900 US 6 Opco, LLC, subject to final legal review of the document by legal counsel for each party. This management agreement, which will be made publicly available immediately after execution by the Commissioners, will permit Allaire Health Services to assist Bradford County with the management of the Bradford County Manor during the interim period from January 1, 2023 until the closing of the sale transaction, which is anticipated to be at the close of the due diligence period.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving a Memorandum of Understanding between Bradford County and the Teamsters Local Union No 118 to increase the new hire rate for part time employees from \$12 per hour to \$14 per hour effective January 1, 2023.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the hire of Beth Benjamin part time casual Valet, per recommendation of Tamara Chandler, Manor Administrator, effective December 12, 2022.

A CONTINUATION OF THE MINUTES OF DECEMBER 22, 2022

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the hire of Hunter Robbins part time casual Valet, per recommendation of Tamara Chandler, Manor Administrator, effective December 12, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the hire of Alexis Cummings part time casual Valet, per recommendation of Tamara Chandler, Manor Administrator, effective December 27, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the hire of Chasitie Lowman full time Housekeeping Attendant, per recommendation of Tamara Chandler, Manor Administrator, effective December 27, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Cathaleen Green PTC CNA to per-diem CNA, per recommendation of Tamara Chandler, Manor Administrator, effective December 19, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Makayla Davis PTC CNA to per-diem CNA, per recommendation of Tamara Chandler, Manor Administrator, effective December 19, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Samanta Osorio-Ortiz PTC GIS Planning Analyst to FT GIS Planning Analyst, per recommendation of Rich Lasko, Planning Director, effective December 12, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Tia Archer from full time Child and Youth Services Caseworker II to full time Child and Youth Services Caseworker Supervisor, per recommendation of Mayme Carter, Human Services Director, effective December 12, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Colleen S. McCarthy Drug & Alcohol Prevention Specialist Trainee to Drug & Alcohol Prevention Specialist, per recommendation of Mayme Carter, Human Services Director, effective December 20, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Blake Saxon, County Caseworker 2, Intellectual Disabilities, from Probationary to Regular status Specialist, per recommendation of Mayme Carter, Human Services Director, effective December 1, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Ryan Turner MH County Caseworker 1 from probationary to regular status, per recommendation of Mayme Carter, Human Services Director, effective December 17, 2022.



A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Ryan Turner MH County Caseworker 1 to MH caseworker 2, per recommendation of Mayme Carter, Human Services Director, effective December 17, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the transfer of Stacy L. Powers County Caseworker 2, Children & Youth Services to County Caseworker 2, Mental Health, per recommendation of Mayme Carter, Human Services Director, effective January 9, 2023.

OTHER

Schuyler Smith has been appointed/transfer in response to a court order by the Court of Common Pleas to the position of part time casual Law Clerk for the Court of Common Pleas in the office of Court Administration effective December 7, 2022.

A CONTINUATION OF THE MINUTES OF DECEMBER 22, 2022



John M. Sullivan
Bradford County Commissioners

SALARY BOARD
THURSDAY DECEMBER 22, 2022
PRESENT: Daryl Miller, Doug McLinko, John Sullivan and Clinton Walters

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record as of December 31, 2022 in the departments administered by the County Commissioners as listed: Accounting; Airport; Assessment; Collections; Commissioners’ Community Planning; Bradford County non-union Correctional Facility employees; Custodial Services; Elections Bureau; Emergency Management Agency Administration; LEPC/HAZMAT; 911; Grants; Historical Society; Human Resources; Information Technology; Library; Literacy Program; Maintenance; Bradford County Manor non-union employees; Parks; Public Defender; Soil Conservation; Tax Claim Bureau; Tourism, Veterans Affairs; and Bradford County Human Services Administration.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of all Court related employees of record as of December 31, 2022 as listed Judges’ Chambers; District Justice Secretaries, Probation, Domestic Relations, and Hearing Master.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the District Attorney’s office as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the Prothonotary’s Office as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the Register and Recorder’s office as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the Treasurer’s office as of December 31, 2022.

A motion was made by Sheriff Walters, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the Sheriff’s office as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the 2023 salaries of personnel of record in the Coroner’s office as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to acknowledging for the record the 2023 salaries of personnel of record at the Bradford County Correctional Facility under the Collective Bargaining Unit as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to acknowledging the 2023 salaries of personnel of record at the Bradford County Manor under the Collective Bargaining Unit as of December 31, 2022.

A CONTINUATION OF THE MINUTES OF DECEMBER 22, 2022

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to acknowledging the 2023 salaries of employees of the Bradford County Probation Department under the Collective Bargaining Unit as of December 31, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to acknowledging for the record the salaries of all Elected Officials for 2023.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the reclassification of Treatment Supervisor from county grade 23 to PSC grade 22.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the reclassification of Bail Release Officer from county grade 20 to PSC grade 20.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the reclassification of Human Services to new Human Services grade scale.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the reclassification of Senior Field Investigator from 35hrs to 40hrs and from county grade 18 to county grade 21.

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

Beth Benjamin, PTC Valet
Effective December 12, 2022 \$10.00

Hunter Robbins, PTC Valet
Effective December 12, 2022 \$10.00

Alexus Cummings, PTC Valet
Effective December 27, 2022 \$10.00

Chasitie Lowman, FT Housekeeping Attendant
Effective December 27, 2022 MU9 \$11.00

Cathaleen Greene, per diem CNA
Effective December 19, 2022 MU12 \$15.50

Makayla Davis, per diem CAN
Effective December 19, 2022 MU12 \$15.50

Kensey Salaman, Housekeeping
Effective November 24, 2022 MU9 \$11.00

Schuyler Smith, PTC Law Clerk
Effective December 7, 2022 Grade 21 \$17.77

Samanta Osorio-Ortiz, FT GIS Planning Analyst
Effective December 12, 2022 Grade 21 \$17.77

Tia Archer, FT CYS Caseworker Supervisor
Effective December 12, 2022 Grade 26 \$22.67

Colleen S. McCarthy, Drug & Alcohol Prevention Specialist
Effective December 20, 2022 Grade 22 \$22.13

Blake Saxon, County Caseworker 2, Intellectual Disabilities
Effective December 1, 2022 Grade 22 \$18.66

A CONTINUATION OF THE MINUTES OF DECEMBER 22, 2022

Ryan Turner, MH County Caseworker 1
Effective December 17, 2022

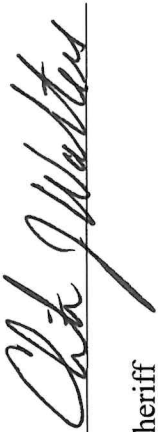
Grade 21
\$17.77

Ryan Turner, MH County Caseworker 2
Effective December 17, 2022

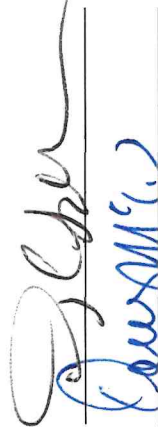
Grade 22
\$18.66

Stacy L. Powers, MH County Caseworker 2
Effective January 9, 2023

HS 25
\$22.80



Sheriff





Salary Board

ASSESSMENT BOARD
THURSDAY DECEMBER 22, 2022

PRESENT: Daryl Miller, Doug McLinko, John Sullivan

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the following for Veteran tax exemptions:

Samuel J. Donahue
124 Ellistown Road
Sayre, PA 18840
Veteran Exemption – NEW
Parcel # 35-007.07-122-000-000

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approving the following for real estate tax exemption:

Canton Borough Authority
Parcel # 14-105.06-044-000-000

Leroy Township
Parcel # 22-107.02-024-000-000

Canton Township
Parcel # 16-105.00-007-000-000

Athens School District
Parcel # 39-087.04-035-001-000







Assessment Board

VISITORS REMARKS

ADJOURNMENT

A motion was made by Commissioner Sullivan, second by Commissioner Miller, all voted “aye” to adjourn at 10:39 a.m.

