

MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

WEDNESDAY SEPTEMBER 11, 2024

PRESENT: Daryl Miller, Doug McLinko, and Zachary Gates

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 Gates, seconded by Commissioner McLinko, all voted “aye” to take from the table and approve a contract with Bernard J Brown, Esq. to represent Rhonda Parker, charged with capital murder, as co-counsel with Patrick L Beirne, Public Defender, effective August 23, 2024, not to exceed 300 hours.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the Minutes of August 22, 2024

NEW BUSINESS

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to proclaim the month of September 2024 as Hunger Action Month in Bradford County.

Daryl L Miller, Chairman  
Doug McLinko, Vice Chairman  
Zachary R Gates, Commissioner



Michelle L Shedden, Chief Clerk  
Jonathan Foster, Solicitor

**Bradford County Commissioners Office  
2024 Hunger Action Month  
Proclamation**

**WHEREAS**, Hunger and food insecurity are issues of vital concern in Pennsylvania where, according to Feeding America, over 1.5 million individuals, one in eight Pennsylvanians, and one in every six children experience food insecurity. In Bradford County one in eight neighbors and one in six children are food insecure; and

**WHEREAS**, Adequate nutritious food has become more expensive and out-of-reach for many neighbors with food costs increasing more than 27%, leading to record demand for charitable food; and

**WHEREAS**, Food insecurity, the condition of limited or uncertain access to adequate food, is associated with numerous adverse social and health outcomes and is a critical public health issue; and

**WHEREAS**, Bradford County is committed to taking steps to combat hunger in every corner of our communities, and to provide additional resources to those in need; and

**WHEREAS**, Bradford County is committed to working with the Central Pennsylvania Food Bank to educate people about the role and importance of food banks in addressing hunger and raising awareness of the need to devote more resources and attention to hunger issues; and


**WHEREAS**, The Central Pennsylvania Food Bank distributed over 68.5 million pounds of food in Fiscal Year 2024 to Pennsylvanians experiencing food insecurity. In Bradford County alone, over 2.1 million pounds of food were distributed; and




**WHEREAS**, Public and private entities, including policymakers, business leaders, community activists, farmers, concerned citizens, and hunger relief organizations, must collectively work to address food-insecurity within the Commonwealth; and

**WHEREAS**, The month of September has been designated nationwide as "Hunger Action Month" to raise awareness of the issue of hunger and mobilize our legislature and the public to help end hunger in America; therefore be it

**NOW, THEREFORE, WE, THE BRADFORD COUNTY COMMISSIONERS**, do hereby recognize September 2024, as HUNGER ACTION MONTH in Bradford County, Pennsylvania, and I call this observance to the attention of our citizens.

ATTEST:

  
Michelle Shedden, Chief Clerk

  
  
  
Bradford County Commissioners

301 Main Street Towanda PA 18848 (570) 265-1727 Fax (570) 265-1729  
www.bradfordcountypa.org

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted "aye" to approve the following for the 2024 CDBG application: Disclosure Report, Lobbying Certification, Worker Protection Form, Language Access Plan Certification, and General Application Certifications.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to authorize the Chief Clerk to sign the Four Factor Analysis Certification for CDBG 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve Resolution 2024-24 for CDBG 2024.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted "aye" to approve the 4<sup>th</sup> quarter report for the Medical Assistance Transportation Program.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to approve a contract between Bradford County and RePay to provide accounts payable automation services.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the reappointment of Barb Austin to the Bradford County Housing Authority Board of Directors for a five-year term effective September 30, 2024, through September 30, 2029.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to approve the appointment of Ronald Dyer to the D&A Planning Council for a three-year term effective September 3, 2024, through September 3, 2027.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to authorize the Chief Clerk to legally advertise the Request for Proposals (RFP) for Drug & Alcohol, which is seeking an entity to be trained and to facilitate Be a Loving Mirror (BALM), which is a family education and coaching support program for families with loved ones struggling to recover from substance use disorder.

Consider authorizing the Chief Clerk to legally advertise the Request for Proposals (RFP) for Drug & Alcohol’s Recovery Wellness Program, which is seeking an entity to provide support to individuals through the use of personal training, nutritional guidance, and incorporation of an overall wellness plan.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to approve the amended agreement between Bradford County Human Services and the following, effective July 1, 2023 through June 30, 2024:

Big Brothers, Big Sisters of the Twin Tiers  
Sullivan County Dental Clinic  
YMCA of Bradford County

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the provider contract between Bradford/Sullivan Early Intervention and Therapy Source, Inc., effective September 1, 2024, through June 30, 2027.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve an amendment to the contract between Bradford County and Avertest, LLC dba Averhealth in the service fee section for the standard panel pricing with a 1% increase and authorize the Chairman to sign.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the Purchase of Service Agreement between Bradford County Children and Youth Services and It Takes a Village, Inc. effective July 1, 2024, through June 30, 2025, inclusive.

Consider approving the transfer of Kaci Woznicki from County Caseworker 2 to County Casework Supervisor, per the recommendation of Mayme Carter, Human Services Director, effective September 9, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the transfer of Vicky Schrader full time Fiscal Admin to full time Fiscal Technician, per the recommendation of Mayme Carter, Human Services Director, effective September 8, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the hire of Brenen Taylor part-time Corrections Officer, per the recommendation of Pete Quattrini, Warden, effective September 3, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to approve the transfer of Rachel Ainey from part-time Corrections Officer to full-time Corrections Officer, per the recommendation of Pete Quattrini, Warden, effective September 8 2024.



A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the transfer of Rebecca Morgenstern from full-time Custodian to full-time Deputy Sheriff Trainee, per the recommendation of Clinton Walters, Sheriff, effective September 2, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the hire of Kari Kepler full-time Planning and Grants Coordinator, per the recommendation of Richard Lasko, Deputy Director of Planning, effective September 9, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the hire of Duane Naugle, Director of Planning, per the recommendation of Commissioners, effective September 9, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the hire of Vernon Perry III as temporary part-time casual Veterans Outreach Coordinator, effective September 18, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the transfer of Eric Matthews from full-time Field Investigator to full-time Assistant Chief Assessor, per the recommendation of Colleen Klein, Chief Assessor, effective September 15, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the transfer of Cadie Anderson from full-time Field Investigator to full-time Field Investigator Supervisor, per the recommendation of Colleen Klein, Chief Assessor, effective September 15, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the transfer of Dominique Daley from full-time Field Investigator Trainee to full-time Field Investigator, per the recommendation of Colleen Klein, Chief Assessor, effective September 15, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the transfer of Brenda Arnold from full-time Custodian II to full-time Administrative Assessment Assistant, per the recommendation of Colleen Klein, Chief Assessor, effective September 23, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the hire of John Phillips as full-time Custodian I, per the recommendation of Garron Kreger, Maintenance Director, effective September 30, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the hire of Pearlina Pries as full-time Public Safety Administrative Assistant 3, as per the recommendation of Robert Barnes, effective September 18, 2024.

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted “aye” to add Consider Proclaiming the week of September 15, 2024 – September 21, 2024 as National Adult Education & Family Literacy week in Bradford County.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to Proclaim the week of September 15, 2024 – September 21, 2024 as National Adult Education & Family Literacy week in Bradford County

Daryl Miller, Chairman  
Doug McLinko, Vice Chairman  
Zachary R. Gates, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

**Bradford County Commissioners Office**

**National Adult Education & Family Literacy Week**

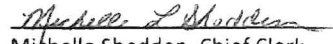
- WHEREAS, more than 48 million American adults cannot read, write, or do basic math above a third grade level, as well as lack the credentials and skills necessary to succeed in a career or post-secondary education; and
- WHEREAS, 75% of state incarcerated individuals did not complete high school or can be classified as low literate; and
- WHEREAS, workers who have less education than a high school diploma make three times less than workers with the highest level of education; and
- WHEREAS, Adult Education programs, such as the Bradford Wyoming County Literacy Program, contribute to solving these challenges by helping Americans move along the continuum in their educational journey to achieve basic skills and get prepared for a career or post-secondary education; and
- WHEREAS, incarcerated individuals who participate in adult education programs are 43% less likely to recidivate than inmates who did not; and
- WHEREAS, these programs offer low or no cost, high value opportunities which upgrade the skill set of our citizens; and
- WHEREAS, the Bradford Wyoming County Literacy Program celebrates Adult Education and Family Literacy Week as a proud participant in the national Educate & Elevate Campaign which helps our citizens learn about all of their Adult Education options to attain their professional and personal goals.

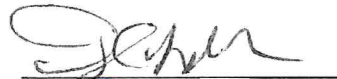
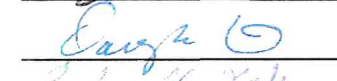
A CONTINUATION OF THE MINUTES WEDNESDAY SEPTEMBER 11, 2024

NOW THEREFORE, WE, THE BRADFORD CO. COMMISSIONERS do hereby proclaim that September 15, 2024 through September 21, 2024 to be designated as NATIONAL ADULT BASIC EDUCATION AND FAMILY LITERACY WEEK IN BRADFORD COUNTY.

Proclaimed this 11 day of September, 2023.

ATTEST:

  
Michelle Shedden, Chief Clerk

  
  
Bradford County Commissioners



A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to add Consider Proclaiming Recognizing and Expressing Support for the 9/11 Day of Service and Remembrance.

A motion was made by Commissioner Gates, seconded by Commissioner McLinko, all voted “aye” to Proclaim Recognizing and Expressing Support for the 9/11 Day of Service and Remembrance.

Daryl L Miller, Chairman  
Doug McLinko, Vice Chairman  
Zachary R Gates, Commissioner



Michelle L Shedden, Chief Clerk  
Jonathan Foster, Solicitor

**Bradford County Commissioners Office**

**Proclamation Recognizing and Expressing Support  
for the 9/11 Day of Service and Remembrance**

On September 11, 2001, the peace and security of our nation was shattered by terrorist attacks that killed many innocent people at the World Trade Center Towers in New York City, at the United States Pentagon, and in the pristine fields of Shanksville, Pennsylvania.

Although the terrorists' goal was to strike a powerful blow to the hearts of all Americans and tear at the fabric our nation, arising from the very ashes of that tragedy came a remarkable spirit of unity, compassion and determination that will never be forgotten, just as we will never forget those who were lost and injured on that day, and those who rose in service during the rescue and recovery effort and in defense of our nation both here at home and abroad.

Now, 23 years after the September 11, 2001 attacks on America, we hereby adopt the following Proclamation in tribute to those lost and injured on 9/11, and the many who gave of themselves in service to their communities and to this country in the aftermath of the attacks:

WHEREAS, people of all ages and walks of life, across America, and around the world, collectively witnessed an event of immense tragedy on September 11, 2001; and

WHEREAS, the events of that day instantly transformed nearly everyone's lives, some through personal loss, and many others through an unfamiliar sense of individual and national vulnerability; and

WHEREAS, an unprecedented, historic bonding of Americans arose from the collective shock, unifying the country in an outpouring of national spirit, pride, selflessness, generosity, courage and service; and

WHEREAS, many brave people heroically, tirelessly and courageously participated in an extraordinarily difficult and dangerous rescue and recovery effort, in some cases voluntarily putting their own well-being at risk; and

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A CONTINUATION OF THE MINUTES WEDNESDAY SEPTEMBER 11, 2024

WHEREAS, the date of September 11 will never, and should never be just another day in the hearts and minds of all Americans and people around the world; and

WHEREAS, many people may wish to memorialize September 11 by engaging in, or making a plan to engage in personal and individual acts of community service, or other giving activities, as part of a solemn day of remembrance and tribute; and

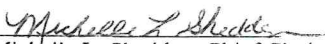
WHEREAS, on March 19, 2009, the United States Congress passed bipartisan legislation authorizing the establishment of September 11 as a federally recognized National Day of Service and Remembrance, which President Barack Obama signed into law on April 21, 2009; and

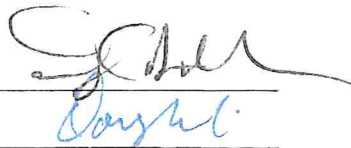

WHEREAS, the President of the United States, on September 11, 2009, issued the Patriot Day Proclamation officially and permanently designating September 11 as a National Day of Service and Remembrance, and calling upon all interested Americans to participate in this observance through moments of silence, the flying of the flag of the United States at half-staff, as well as community service and charitable activities in tribute and remembrance; and

Now, therefore, BE IT RESOLVED, that in tribute to all of the victims of 9/11 and the many who rose in service in response to the 9/11 terrorist attacks, the Bradford County Commissioners recognize Wednesday, September 11, 2024 as a voluntary Day of Service and Remembrance, known as "9/11 Day," and call upon all Bradford County residents and organizations to consider joining in this important national observance by engaging in activities of remembrance and tribute, including memorial services, prayer, flying the American Flag as half-staff, and engaging in any form of charitable service, including volunteer, supporting charities, and performing other good deeds in the same spirit of unity, resilience and compassion that brought Americans together in the immediate aftermath of the 9/11 tragedy.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seal of Bradford County to be affixed this 11<sup>th</sup> day of September 2024.

ATTEST:


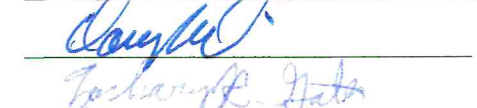
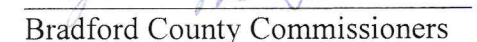
  
Michelle L. Shedden, Chief Clerk

  
  
Bradford County Commissioners

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OTHER

Executive Session was held on September 9, 2024 from 10:55 to 11:050 to discuss personnel matters.

  
  
  
Bradford County Commissioners



A CONTINUATION OF THE MINUTES WEDNESDAY SEPTEMBER 11, 2024

SALARY BOARD


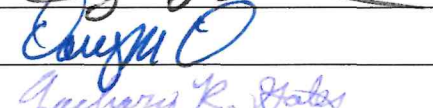
WEDNESDAY SEPTEMBER 11, 2024

PRESENT: Daryl Miller, Doug McLinko, and Zachary Gates

NEW BUSINESS

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the following salaries:

Kaci Woznicki, County Caseworker Supervisor Effective September 9, 2024	GHS28 \$24.99
Vicky Schrader, FT Fiscal Technician Effective September 8, 2024	GHS21 \$18.35
Brenen Taylor, PT CO Effective September 3, 2024	\$14.00
Rachel Ainey, FT CO Effective September 8, 2024	\$17.00
Rebecca Morgenstern, FT Deputy Sheriff Trainee Effective September 2, 2024	GPS18 \$17.24
Kari Kepler, FT Planning and Grants Coordinator Effective September 9, 2024	G22 \$20.00
Duane Naugle, Director of Planning Effective September 9, 2024	G27 \$31.25
Vernon Perry III, Veterans Outreach Coordinator Effective September 18, 2024	G16 \$15.77
Eric Mathews, FT Assistant Chief Assessor Effective September 15, 2024	G23 \$20.37
Cadie Anderson, FT Field Investigator Supervisor Effective September 15, 2024	G22 \$19.41
Dominique Daley, FT Field Investigator Effective September 15, 2024	G20 \$17.59
Brenda Arnold, FT Administrative Assessment Assistant Effective September 23, 2024	G16 \$18.20
John Phillips, FT Custodian I Effective September 30, 2024	G12 \$14.56
Pearlena Pries, FT Public Safety Administrative Assistant 3 Effective September 18, 2024	G16 \$15.77

  
  
Zachary R. Gates  
Salary Board

A CONTINUATION OF THE MINUTES WEDNESDAY SEPTEMBER 11, 2024

ASSESSMENT BOARD

WEDNESDAY SEPTEMBER 11, 2024

PRESENT: Daryl Miller, Doug McLinko, and Zachary Gates

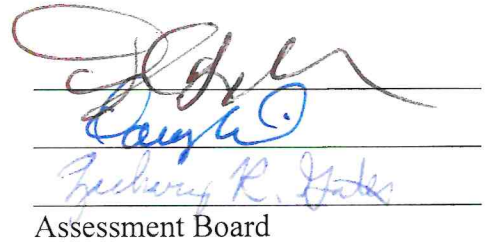
UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to approve the following as tax-exempt:

Duane Walker  
289 Pennsylvania Ave  
Towanda, PA 18848  
Veteran Exemption – RENEW  
Parcel # 62-087.01-008-000-000

Eric Shannon  
113 E Vanderbilt St.  
Athens, PA 18810  
Veteran Exemption – NEW  
Parcel # 08-020.17-395-000-000



Assessment Board

VISITORS REMARKS

Hugh Austin – Bradford County Library  
Cynthia Brown – Library  
Walt Woods – questions concerning agenda items and department head meetings

ADJOURNMENT

A motion was made by Commissioner McLinko, seconded by Commissioner Gates, all voted "aye" to adjourn at 10:43 am.