

# THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, SEPTEMBER 24, 2020

PRESENT: Daryl Miller, Doug McLinko, John Sullivan

## 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 a.m.

## VISITOR REMARKS CONCERNING

## UNFINISHED BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the minutes of September 10, 2020

## NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the 2021 holiday schedule for county employees.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to ratifying action on September 11, 2020 to add Dr. Mwesige to the professional staff at the Bradford County Manor.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to proclaim September 20-26, 2020 as National Adult Education & Family Literacy Week in Bradford County.

Daryl L. Miller, Chairman  
Doug McLinko, Vice Chairman  
John Sullivan, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

### Bradford County Commissioners Office PROCLAMATION

#### NATIONAL ADULT EDUCATION AND FAMILY LITERACY WEEK

WHEREAS, more than 36 million Americans can't read or write at the most basic level and 60 million lack basic math skills making it difficult to function effectively as workers, parents, citizens, and consumers in today's society; and

WHEREAS, nearly 700,000 working age adults (18-64) in PA are without a high school credential, including over 11,000 youth (16-24) who are not enrolled in school and employed; and

WHEREAS, a shortage of qualified and skilled workers is now cited as the single most important issue affecting employers' ability to remain competitive in today's economy; 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 higher education; and

WHEREAS, Adult Education programs offer no or low cost, high value programs that 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.

NOW THEREFORE, we, the Bradford County Commissioners, do hereby proclaim that September 20, 2020 - September 26, 2020 to be designated as: **NATIONAL ADULT EDUCATION AND FAMILY LITERACY WEEK** in Bradford County.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seal of the County of Bradford to be affixed this 24th day of September, 2020.

Attest:

Michelle L. 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 Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the contracts between Domestic Relations and the following providers:

Hearing Officer (Robert McGuinness)  
Constable (James Canning)  
Private Attorney (John Thompson)  
Hearing Officer (Richard McCoy)  
Stenographer Services

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve Resolution 2020-13 for the appointment of the following individuals to the (LEPC) Local Emergency Planning Committee:

Ann DiDonoto	Eric Keeney	Matt Henderson
April Snyder	Gary Wilcox	Matt Kichman
Bob Barnes	Gordon Bennett	Maureen Ball-Keene
Bob Sickler	Greg Smith	Mike Narcavage
Brad Seward	Jerel Bogden	Nick Steinheiser
Brett Neely	Jim Kerstetter	Jordan Baird
Brian Cozzi	Jim Rieker	Paul Baird
Chili Roof	Joe Shay	Randy Simmons
Dan Close	Joe Yates	Ray Miller
Dana Crockett	John Sullivan	Richard Meredith
Daryl Miller	John Storelli	Ron Furstoss
Dave Nicosia	Ken Higley	Sarah Neely
David Warner	Lance Stevens	Scott Nichols
Derrick Hall	Mark Ponzi	Seth Williams
Doug McLinko	Mark Sullivan	Shannon Lord
Ed Wright	Matt Davidson	Tim Porter
Tom Mears		
William Rynone		

Daryl L. Miller, Chairman  
Doug McLinko, Vice Chairman  
John M. Sullivan, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

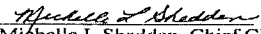
RESOLUTION 2020-13

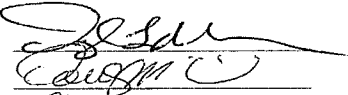
BE IT RESOLVED by the County Commissioners in Bradford County, Pennsylvania, approves the appointment of the following members of the (LEPC) Local Emergency Planning Committee as follows:

Ann DiDonoto	Gary Wilcox	Maureen Ball-Keene
April Snyder	Gordon Bennett	Mike Narcavage
Bob Barnes	Greg Smith	Nick Steinheiser
Bob Sickler	Jerel Bogden	Jordan Baird
Brad Seward	Jim Kerstetter	Paul Baird
Brett Neely	Jim Rieker	Randy Simmons
Brian Cozzi	Joe Shay	Ray Miller
Chili Roof	Joe Yates	Richard Meredith
Dan Close	John Sullivan	Ron Furstoss
Dana Crockett	John Storelli	Sarah Neely
Daryl Miller	Ken Higley	Scott Nichols
Dave Nicosia	Lance Stevens	Seth Williams
David Warner	Mark Ponzi	Shannon Lord
Derrick Hall	Mark Sullivan	Tim Porter
Doug McLinko	Matt Davidson	Tom Mears
Ed Wright	Matt Henderson	William Rynone
Eric Keeney	Matt Kichman	

IN WITNESS THERETO, we have hereto set our hand and caused the official seal of Bradford County to be affixed this 24<sup>th</sup> day of September 2020.

ATTEST:

  
Michelle L. Shedden, Chief Clerk

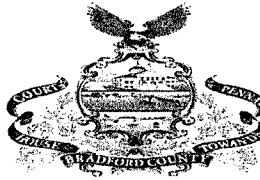
  
John M. Sullivan  
Bradford County Commissioners

## THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the By-laws of the Local Emergency Planning Committee (LEPC) as approved at their meeting on August 18, 2020.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve Resolution 2020-14 to donate funds to the local EMS and Fire Departments.

Daryl L. Miller, Chairman  
Doug McLinko, Vice Chairman  
John M. Sullivan, Commissioner



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

### Bradford County Commissioners Office A RESOLUTION TO ALLOCATE A DONATION FOR VOLUNTEER EMERGENCY RESPONDERS 2020-14

WHEREAS, the Bradford County Commissioners recognize that the development of natural gas has created dramatic changes for our emergency responders. Our volunteers are presented with constantly increasing call volumes, the purchase of new equipment, and more training and yet their resources continue to be strained; and

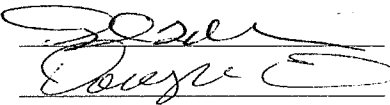
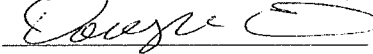
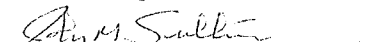
WHEREAS, in accordance with Section 2314(g) of Act 13, money can be distributed for emergency preparedness and public safety services.

NOW THEREFORE, we, the Commissioners of Bradford County, Pennsylvania do hereby resolve that effective this 24<sup>th</sup> day of September 2020, a donation in the amount of \$10,000.00 will be distributed to all volunteer fire departments and EMA's that currently service Bradford County to be used only for the purposes allowed under Act 13 as stated herein.

IN WITNESS WHEREOF, we have set our hand and seal this 24<sup>th</sup> day of September 2020.

ATTEST:

  
Michelle L. Shedden, Chief Clerk

  
  
  
Bradford County Commissioners

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A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Purchase of Service Agreement between Bradford County Children and Youth Services and Centre County Youth Services Bureau, effective July 1, 2020 through June 30, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve an amended Purchase of Service Agreement between Bradford County Children and Youth Services and Pressley Ridge effective July 1, 2020 through June 30, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Letter of Agreement between Bradford/Sullivan Human Services and Prospective Counseling & Consulting LL, effective October 1, 2020 to June 30, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Agreement between Bradford & Sullivan County Joinder and Armstrong-Indiana Behavioral and Development Health Program, effective July 1, 2020 to June 30, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Amended Agreement between the Bradford/Sullivan Drug & Alcohol, Single County Authority and A Better Today, Inc., effective July 1, 2020 through June 30, 2021.

A CONTINUATION OF THE MINUTES OF SEPTEMBER 10, 2020

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the Letter of Agreement between Bradford County Human Services Agency and Canton Area School District, 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 Independent Evaluator Contract between the Bradford/Sullivan Early Intervention Services and Melinda Russell, effective October 1, 2020 through June 30, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the Provider Contract between the Bradford/Sullivan Early Intervention Services and ANJ Consulting, LLC, effective August 1, 2020 to June 30, 2022.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve the Provider Contract between Bradford/Sullivan Early Intervention Services and North Central Sight Services, effective July 1, 2020 to June 30, 2022.

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

The hire of Stephanie Hayes as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective September 23, 2020.

The hire of Lovejoy Laue as part-time casual Administrative Clerk I, as per the recommendation of Jim Shadduck, Manor Administrator effective September 17, 2020.

The hire of Kaitlin Wesneski as full-time LPN, as per the recommendation of Jim Shadduck, Manor Administrator effective September 23, 2020.

The transfer of Brittany Bennett from part time Nurse Aide to full time CNA, as per the recommendation of Jim Shadduck, Manor Administrator effective August 14, 2020.

The transfer of Jamie Steves from full time CNA to part time CNA, as per the recommendation of Jim Shadduck, Manor Administrator effective September 1, 2020.

The transfer of Jessica Schultz from part-time casual CNA to part-time casual Universal Caregivers, as per the recommendation of Jim Shadduck, Manor Administrator effective August 29, 2020.

The transfer of Melissa Miller from part-time casual universal care giver to part-time casual graduate practical nurse, as per the recommendation of Jim Shadduck, Manor Administrator effective September 19, 2020.

The transfer of Krystal Borrero from full-time CNA to part-time casual CNA, as per the recommendation of Jim Shadduck, Manor Administrator effective September 21, 2020.

The hire of Cassimae Vanderpool as part-time casual Dietary Attendant, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The hire of Rachael Manley as part-time casual Nurse-Aide and part-time casual Housekeeping Attendant, as per the recommendation of Jim Shadduck, Manor Administrator effective September 16, 2020.

The transfer of Danielle Stebbins from part-time Universal Caregiver to part-time casual Graduate Practical Nurse, as per the recommendation of Jim Shadduck, Manor Administrator effective September 18, 2020.

The hire of LaDonna Sandler as part-time casual Housekeeping Attendant, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The hire of Troveda Saxon as full-time LPN as per the recommendation of Jim Shadduck, Manor Administrator effective October 7, 2020.

A CONTINUATION OF THE MINUTES OF SEPTEMBER 10, 2020

The hire of Ashley Bristol as full-time LPN, as per the recommendation of Jim Shadduck, Manor Administrator effective September 23, 2020.

The transfer of Kylene Wintermute from part-time casual Universal Caregiver to part-time casual Graduate Practical Nurse as per the recommendation of Jim Shadduck, Manor Administrator effective September 18, 2020.

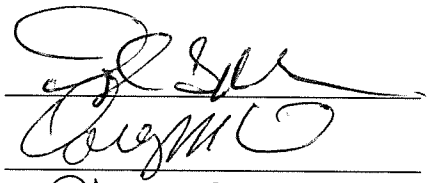

The transfer of Brandon Dickerson from Probation Officer Trainee to Probation Officer, as per the recommendation of Justin Popovich, Chief Probation Officer effective September 30, 2020.

The transfer of Jordan Hannon from Probation Officer Trainee to Probation Officer, as per the recommendation of Justin Popovich, Chief Probation Officer effective September 23, 2020.

The transfer of Marissa Sarnosky from Probation Officer Trainee to Probation Officer, as per the recommendation of Justin Popovich, Chief Probation Officer effective September 14, 2020.

The transfer of Breanna Brokaw to Administrative Clerk III, as per the recommendation of Donna Roof, Chief Assessor effective September 10, 2020.

OTHER

  
  
Bradford County Commissioners

SALARY BOARD  
THURSDAY, SEPTEMBER 24, 2020  
PRESENT: Daryl Miller, Doug McLinko, John Sullivan

UNFINISHED BUSINESS

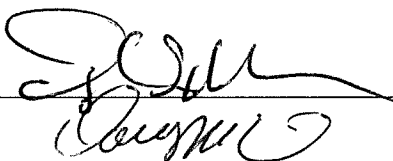
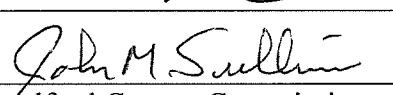
NEW BUSINESS

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

Stephanie Hayes, PT Casual Nurse Aide Effective September 23, 2020	MU12 \$11.75 per hour
Lovejoy Laue, PT Casual Administrative Clerk 1 Effective September 17, 2020	MU10 \$10.27 per hour
Kaitlin Wesneski, FT LPN Effective September 23, 2020	Grade20 \$20.00 per hour
Brittany Bennett, FT CNA Effective August 14, 2020	MU12 \$12.03 per hour
Jamie Steves, PT CNA Effective September 1, 2020	MU12 \$12.52 per hour
Jessica Schultz, PT Casual Universal Caregivers Effective August 29, 2020	MU15 \$13.06 per hour
Melissa Miller, PT Casual Graduate Practical Nurse Effective September 19, 2020	Grade 20 \$18.00 per hour

A CONTINUATION OF THE MINUTES OF SEPTEMBER 10, 2020

Krystal Borrero, PT Casual CNA Effective September 21, 2020	MU12 \$12.84 per hour
Cassimae Vanderpool, PT Casual Dietary Attendant Effective September 30, 2020	MU9 \$ 9.80 per hour
Rachael Manley, PT Casual Nurse-Aide Effective September 16, 2020	MU 12 \$11.75 per hour
Rachael Manley, PT Casual Housekeeping Attendant Effective September 16, 2020	MU9 \$9.80 per hour
Danielle Stebbins, PT Casual GPN Effective September 18, 2020	Grade 20 \$18.00 per hour
LaDonna Sandler, PT Casual Housekeeping Attendant Effective September 30, 2020	MU9 \$ 9.80 per hour
Troveda Saxon, FT LPN Effective October 7, 2020	Grade 22 \$20.00 per hour
Ashley Bristol, FT LPN Effective September 23, 2020	Grade 22 \$20.00 per hour
Kylene Wintermute, PT Casual GPN Effective September 18, 2020	Grade 20 \$18.00 per hour
Brandon Dickerson, Probation Officer Effective September 30, 2020	\$18.00 per hour
Jordan Hannon, Probation Officer Effective September 23, 2020	\$18.00 per hour
Marissa Sarnosky, Probation Officer Effective September 14, 2020	\$18.00 per hour
Breanna Brokaw, Administrative Clerk III Effective September 10, 2020	Grade 14 \$14.27 per hour

  
  
John M. Sullivan  
Bradford County Commissioners

VISITORS REMARKS

ADJOURNMENT

A motion was made to adjourn at 10:30 a.m.