

# THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, OCTOBER 8, 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 24, 2020

## NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on September 29, 2020 to approve an agreement with Medifis, for staffing at the Bradford County Manor.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on September 29, 2020 to approve an agreement with Mountain View Nursing LP for staffing at the Bradford County Manor.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve an agreement between Pennsylvania Department of Human Services Office of Long Term Living for Intergovernmental transfer of funds to provide the nonfederal share of Medical Assistance (MA) payments to the county nursing facility and authorize the Chairman to sign.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on 9/22/2020 to approve an agreement with AJH Design for the conceptual design, creation of bid documents, and construction administration for the renovation of the old Ben Franklin building on Main Street Towanda, at a fee of \$115,275.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on 10/01/2020 to approve an agreement with PointClickCare for the Bradford County Manor.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Prime Time Healthcare Client Facility Agreement for the Bradford County Manor effective October 5, 2020.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve an agreement between Bradford County Manor and Maxim Healthcare Staffing Services, Inc. effective October 6, 2020.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve a revision for the CDBG New Albany, May Street project.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Excessive Force Policy through the CDBG program.

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



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

Excessive Force Policy  
October 8, 2020


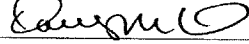
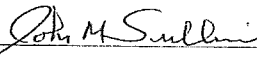
Bradford County, as a recipient of federal funding through the Community Development Block Grant (CDBG) program is governed by Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990.

The Act requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient's jurisdiction against any individuals engaged in non-violent civil rights demonstrations. All recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration.

The Board of Commissioners of Bradford County endorses the above-described policy prohibiting the use of excessive force and will inform its law enforcement department within its jurisdiction of this policy. It will enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration, and any individual or group who feels that the County has not complied with this policy is encouraged to file a complaint. Information and assistance relative to excessive force complaints shall be directed to the Bradford County Grants Administrator.

IN WITNESS WHEREOF, we hereunto set our hands and cause the seal of Bradford County to be affixed this 8th DAY OF October, 2020.

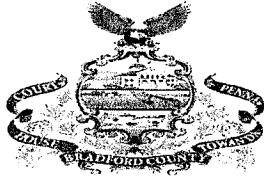
BRADFORD COUNTY COMMISSIONERS

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 Resolution 2020-15 authorizing the 2020 Community Development Block Grant Application.

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



Michelle L. Shedden, Chief Clerk  
Jonathan Foster, Solicitor

Bradford County Commissioners Office

RESOLUTION  
2020-15

AUTHORIZING 2020 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, THE COUNTY OF BRADFORD, Commonwealth of Pennsylvania, being the duly organized governing body of the COUNTY of BRADFORD, as designated by the Sixth Class County Code, having its principal place of business located at the Bradford County Courthouse, Towanda, PA 18848, and;

WHEREAS, the Commonwealth of Pennsylvania, through the Department of Community of Economic Development (DCED), administers the Community Development Block Grant, Small Communities Program (CDBG-SCP) as authorized by the Housing and Community Development Act of 1974, as amended and Act 179 of 1984, and;

WHEREAS, the COUNTY OF BRADFORD intends to submit an application under the CDBG-SCP program and has conducted public hearings on July 8, 2020 and on October 7, 2020 in accordance with the Citizen Participation requirements, as required by DCED, and;

WHEREAS, the COUNTY of BRADFORD has held the aforesaid public hearings for the purpose of receiving public input on the 2020 Bradford County Fair Housing Resolution and the 2020 CDBG application, and;

WHEREAS, the COUNTY of BRADFORD does hereby authorize administration of the CDBG program to the Bradford County Grants Office, and;

WHEREAS, the COUNTY of BRADFORD does hereby agree to the conditions contained in the Statement of Assurances as required by DCED, and attached hereto, and;

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A CONTINUATION OF THE MINUTES OF OCTOBER 8, 2020

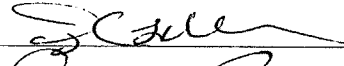
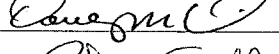
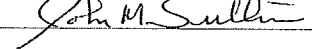
Resolution To Apply  
Page Two

NOW, THEREFORE BE IT RESOLVED, the COUNTY of BRADFORD does hereby authorize and agree to the following:

- 1) The preparation and submission of the 2020 Community Development Block Grant Application.
- 2) The adoption of the Bradford County Three Year Community Development Plan.
- 3) The conditions of the Statement of Assurances.

THIS RESOLUTION ENACTED THIS 8<sup>th</sup> day of October, 2020  
IN WITNESS WHEREOF, we hereunto set our hands and cause the seal of  
Bradford County to be affixed this 8<sup>th</sup> DAY OF October, 2020

BRADFORD COUNTY COMMISSIONERS

ATTEST:

  
MICHELLE SHEDDEN, CHIEF CLERK

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A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve an Addendum to Brokerage Agreement with Henry Dunn, Inc. and Dunn Financial for the amount of \$32,000.00 for the period of January 1, 2021 through December 31, 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the amended Purchase of Service Agreement between Bradford County Children and Youth Services and Diversified Treatment Alternative, 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 Unit of Service Funding Agreement between the Bradford and Sullivan County Joinder and Merakey, Pennsylvania, 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 following:

The hire of Aubrey Boyer as part-time casual Valet, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The hire of Jessica Huff as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The hire of Alden Miller as part-time casual Activities Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective October 3, 2020.

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

The hire of Cassidy Sisco as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The hire of Helena Crandle as full-time LPN, as per the recommendation of Jim Shadduck, Manor Administrator effective October 14, 2020.

A CONTINUATION OF THE MINUTES OF OCTOBER 8, 2020

The transfer of Alice McDonald from full time LPN to full time GN, as per the recommendation of Jim Shadduck, Manor Administrator effective July 30, 2020.

The transfer of Diane Cron from part-time casual Staff Development Coordinator to part-time casual RN Supervisor, as per the recommendation of Jim Shadduck, Manor Administrator effective September 30, 2020.

The transfer of Marianne Ragan from Full-time Assistant Cook to full time Cook Supervisor, as per the recommendation of Jim Shadduck, Manor Administrator effective November 1, 2020.

The hire of Katie Hubbard as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective October 3, 2020.

The hire of Christina Wanner as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective October 14, 2020.

The transfer of Jessica Schultz from part-time casual universal caregiver to part-time casual GPN, as per the recommendation of Jim Shadduck, Manor Administrator effective October 1, 2020.

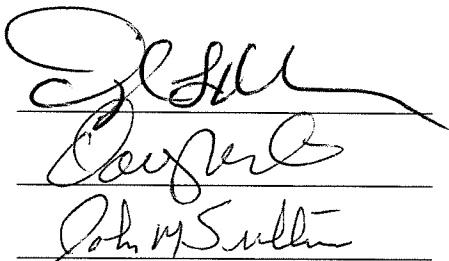
The hire of Ashley Montello as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective October 14, 2020.

The hire of Shaylee Spencer as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective October 3, 2020.

The hire of Tara Repsher as full time Administrative Assistant I, as per the recommendation of Justin Popovich, Chief Probation Officer effective October 13, 2020

The hire of Victoria Pazzaglia as full time County Caseworker 1, Intellectual Disabilities, as per the recommendation of Mayme Carter, MH/ID Administrator effective October 21, 2020.

OTHER



Bradford County Commissioners

SALARY BOARD  
THURSDAY, OCTOBER 8, 2020  
PRESENT: Daryl Miller, Doug McLinko, John Sullivan and Matt Allen

UNFINISHED BUSINESS

NEW BUSINESS

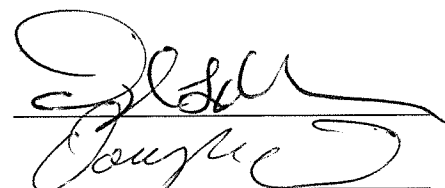

A motion was made by Matt Allen, seconded by John Sullivan, all voted “aye” to set the following salaries:

|  |                          |
|--|--------------------------|
| Aubrey Boyer, PT Casual Valet<br>Effective September 30, 2020      | \$ 8.05 per hour         |
| Jessica Huff, PT Casual Nurse Aide<br>Effective September 30, 2020 | MU12<br>\$11.75 per hour |

A CONTINUATION OF THE MINUTES OF OCTOBER 8, 2020

|   |                              |
|---|------------------------------|
| Alden Miller, PT Casual Activities Aide<br>Effective October 3, 2020            | MU10<br>\$10.27 per hour     |
| Tyler Groover, PT Casual Housekeeping Attendant<br>Effective September 30, 2020 | MU9<br>\$ 9.80 per hour      |
| Cassidy Sisco, PT Casual Nurse Aide<br>Effective September 30, 2020             | MU12<br>\$11.75 per hour     |
| Helena Crandle, FT LPN<br>Effective October 14, 2020                            | Grade 22<br>\$20.00 per hour |
| Alice McDonald, FT GN<br>Effective July 30, 2020                                | Grade 24<br>\$25.00 per hour |
| Diane Cron, PT Casual RN Supervisor<br>Effective September 30, 2020             | Grade 27<br>\$32.00 per hour |
| Marianne Ragan, FT Cook Supervisor<br>Effective November 1, 2020                | Grade 15<br>\$12.89 per hour |
| Katie Hubbard, PT Casual Nurse Aide<br>Effective October 3, 2020                | MU12<br>\$11.75 per hour     |
| Christina Wanner, PT Casual Nurse Aide<br>Effective October 14, 2020            | MU12<br>\$11.75 per hour     |
| Jessica Schultz, PT Casual GPN<br>Effective October 1, 2020                     | Grade 20<br>\$18.00 per hour |
| Ashley Montello, PT Casual Nurse Aide<br>Effective October 14, 2020             | MU12<br>\$11.75 per hour     |
| Shaylee Spencer, PT Casual Nurse Aide<br>Effective October 3, 2020              | MU12<br>\$11.75 per hou      |
| Tara Repsher, FT Administrative Assistant 1<br>Effective October 13, 2020       | Grade 14<br>\$12.14 per hour |
| Victoria Pazzaglia, FT County Caseworker 1<br>Effective October 21, 2020        | Grade 20<br>\$16.25 per hour |

  
Bradford County Treasurer

  
  
Bradford County Commissioners

ASSESSMENT BOARD  
THURSDAY, OCTOBER 8, 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 approve the following for an exempt status:

A CONTINUATION OF THE MINUTES OF OCTOBER 8, 2020

Peter Miller  
579 Elliott Rd.  
Wysox, PA 18854  
Reason: Veterans Exemption – New  
Parcel # 32-062.00-166-000-000  
Effective date: January 1, 2020


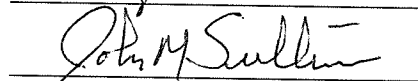
Daniel G. Grubb  
529 Kelly Rd.  
Ulster, PA 18850  
Reason: Veterans Exemption – New  
Parcel # 39-058.00-163-000-000  
Effective January 1, 2021

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the following for a refund:

1 year in 2020 of county taxes paid by Vernon & Terri Perry in the amount of \$509.03.  
Reason: Approved for a Veterans exemption.  
Parcel # 25-098.02-014-000-000

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Occupation Audit for the month of September 2020.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Real Estate Audit for the month of September 2020.

  
  
Assessment Board

VISITORS REMARKS

ADJOURNMENT

A motion was made by Commissioner McLinko, seconded by Commissioner Sullivan, all voted “aye” to adjourn at 10:32 a.m.