

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, AUGUST 27, 2020

PRESENT: Daryl Miller, Doug McLinko via phone, 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 August 13, 2020

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Emergency Management Distribution Management Plan, effective June 30, 2020.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on August 21, 2020 to approve the Language Access Plan Certification for the CDBG Program.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to ratify action taken on August 21, 2020 to approve Resolution 2020-09 applying for CDBG Covid Funds.

OCBD-CDBG-CV-116 (08/13/2020)



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT
CENTER FOR COMMUNITY & HOUSING DEVELOPMENT

**RESOLUTION
UNIT OF LOCAL GOVERNMENT
RESOLUTION NO. 2020-09**

A Resolution of the *Unit of Local Government*, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant-Coronavirus (CDBG-CV) Program, as part of the Coronavirus, Aid, Relief, and Economic Security (CARES) Act [P.L. 116-136], and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that the Unit of Local Government, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant-Coronavirus Program; and

WHEREAS, the *Unit of Local Government* Board of Commissioners has the legal authority and responsibility under Act 178 to apply for Community Development Block Grant-Coronavirus funds and represent the nonincorporated communities within the county; and

WHEREAS, the *Unit of Local Government* Commissioners have undertaken a considerable community participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Needs Assessment; and

WHEREAS, the *Unit of Local Government* Commissioners are familiar with the requirements of the program as included in the Statement of Assurances; and

WHEREAS, the *Unit of Local Government* Board of Commissioners wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the *Unit of Local Government* Board of Commissioners that its Chairman is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant-Coronavirus funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG-CV funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the *Unit of Local Government* Board of Commissioners agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Needs Assessment developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Chairperson of the *Unit of Local Government* Board of Commissioners is empowered to place her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the Unit of Local Government.

Adopted by the *Unit of Local Government* Board of Commissioners at the regular meeting of

date 8/24/2020
Signature [Signature]

Date 8/24/2020

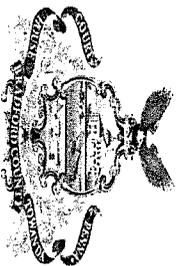
Seal

A CONTINUATION OF THE MINUTES OF AUGUST 27, 2020

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the submission of grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for Victim Services for the 2021 – 2022 Year.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve Resolution 2020-10 to allocate a donation to the Wyalusing Museum in the amount of \$60,000.00.

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



Michelle L. Shadden, Chief Clerk
Jonathan Fowler, Solicitor

Bradford County Commissioners Office

Resolution 2020-10

A RESOLUTION TO ALLOCATE A DONATION FOR WYALUSING MUSEUM

WHEREAS, the Bradford County Commissioners recognize that the cost of installing a handicap accessible lift for the Troy Sale Barn, and

WHEREAS, in accordance with Section 2314(g) of Act 13, money can be distributed for the delivery of agricultural preservation, and

NOW THEREFORE, we, the Commissioners of Bradford County, Pennsylvania do hereby resolve that effective this 27th day of August 2020 a donation in the amount of \$60,000.00 will be distributed to the Wyalusing Museum; and

IN WITNESS WHEREOF, we have set our hand and seal this 27th day of August 2020.

ATTEST:

Handwritten signature of Daryl L. Miller in black ink.

Handwritten signature of Michelle L. Shadden in black ink.
Michelle L. Shadden, Chief Clerk

Handwritten signature of John M. Sullivan in black ink.
John M. Sullivan
Bradford County Commissioners

301 Main Street Towanda PA 16848 (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 a settlement agreement with Phoenix Athens LLC to reduce the assessed value of the property at a fair market value of Seven Hundred Fifty Thousand dollars 750,000 for 2019, pending approval of the Solicitor.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Human Services Block Grant for 2021.

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the Purchase of Service Agreements between Bradford County Children & Youth Services and the following providers, effective July 1, 2020 through June 30, 2020:

Nicholas Pappas PhD
Alternative Living Solutions
Child to Family Connections

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

The hire of Stephanie Sawyer as full-time LPN, as per the recommendation of Jim Shadduck, Manor Administrator effective September 2, 2020. (5th time hired)

The hire of Samantha Sautner as part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective September 2, 2020.

The hire of Robina Houseknecht as part-time casual Universal Caregiver, as per the recommendation of Jim Shadduck, Manor Administrator effective August 26, 2020.

A CONTINUATION OF THE MINUTES OF AUGUST 27, 2020

The transfer of Christopher North from full-time Dietary Attendant to full-time Housekeeping Attendant, as per the recommendation of Jim Shadduck, Manor Administrator effective April 27, 2020.

The hire of MaRya Porter as part-time casual CNA, as per the recommendation of Jim Shadduck, Manor Administrator effective August 26, 2020.

The transfer of Bryana Dodge from part-time casual Valet to part-time casual Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective August 20, 2020.

The hire of Rikki Whalen part-time casual temporary Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective September 2, 2020.

The transfer Julie Webster from full-time CNA to part-time casual CNA, as per the recommendation of Jim Shadduck, Manor Administrator effective August 24, 2020.

The transfer Caitlyn Decker from part-time casual Nurse Aide Trainee to part-time casual Nurse Aide, effective as per the recommendation of Jim Shadduck, Manor Administrator effective July 17, 2020.

The hire of Devon Sparling as full time Nurse Aide, as per the recommendation of Jim Shadduck, Manor Administrator effective August 21, 2020. (Second job)

The transfer of Sharon Vanderpool as part-time casual RN to full-time RN Supervisor, as per the recommendation of Jim Shadduck, Manor Administrator effective August 31, 2020.

The transfer of Tammy Gisler from full time RN to part time RN, as per the recommendation of Jim Shadduck, Manor Administrator effective August 15, 2020.

The hire of Leah O'Neil as Administrative Assistant III, as per the recommendation of the Bradford County Commissioners effective August 24, 2020.

The transfer of Lilly Foust from IT Tech II to Interim IT Director, as per the Bradford County Commissioners effective August 17, 2020.

The transfer of Melody Bentley from Field Investigator to Senior Filed Investigator as per the recommendation of Donna Roof, Chief Assessor effective August 3, 2020.

The transfer of Breanna Brokaw from Administrative Clerk III to Chief Deputy Register and Recorder, as per the recommendation of Sheila Johnson, Register & Recorder effective September 1, 2020.

The transfer of Frank Monroe from part time Deputy Sheriff to full time Deputy Sheriff, as per the recommendation of Clinton Walters, Sheriff effective August 30, 2020.

The transfer of Steven Bliss from full time IT Tech I to full time IT Tech II, as per the recommendation of Wendy Rockwell, IT Director effective August 31, 2020.

OTHER

The following individual has been hired in response to a court order by the Court of Common Pleas to the position of Enforcement Officer in the Office of Domestic Relations, effective August 31, 2020:

Emily Benninger

A CONTINUATION OF THE MINUTES OF AUGUST 27, 2020

The following individual has been hired in response to a court order by the Court of Common Pleas to the position of Court Monitor/Judicial Secretary for the Court of Common Pleas, effective August 24, 2020:

Rachel Williams



Matthew C. Sullivan
Bradford County Commissioners

SALARY BOARD
THURSDAY, AUGUST 27, 2020

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

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the creation of Drug Task Force Detective, Grade 20, effective August 26, 2020.

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

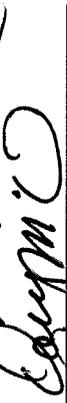
Emily Benninger, Enforcement Officer Effective August 31, 2020	Grade 20 \$16.25 per hour
Rachel Williams, Court Monitor/Judicial Secretary Effective August 24, 2020	Grade 17 \$14.06 per hour
Stephanie Sawyer, FT LPN Effective September 2, 2020	Grade 22 \$20.16 per hour
Samantha Sautner, PT Casual Nurse Aide Effective September 2, 2020	MU12 \$11.75 per hour
Robina Houseknecht, PT Casual Universal Caregiver Effective August 26, 2020	MU15 \$13.06 per hour
Christopher North, FT Housekeeping Attendant Effective April 27, 2020	MU09 \$10.20 per hour
MaRya Porter, PT Casual CNA Effective August 26, 2020	MU12 \$12.03 per hour
Bryana Dodge, PT Casual Nurse Aide Effective August 20, 2020	MU12 \$11.75 per hour
Rikki Whalen, PT Casual Temporary Nurse Aide Effective September 2, 2020	MU12 \$11.75 per hour
Julie Webster, PT Casual CNA Effective August 24, 2020	MU12 \$12.03 per hour
Caitlyn Decker, PT Casual Nurse Aide Effective July 17, 2020	MU12 \$11.75 per hour

A CONTINUATION OF THE MINUTES OF AUGUST 27, 2020

Devon Sparling, FT Nurse Aide Effective August 21, 2020	MU12 \$11.75 per hou
Sharon Vanderpool, FT RN Supervisor Effective August 31, 2020	Grade 27 \$31.50 per hour
Tammy Gisler, PT RN Effective August 15, 2020	Grade 27 \$35.69 per hour
Sharon Vanderpool, RN Effective July 22, 2020	Grade 27 \$31.50 per hour
Jaki Brown, FT CNA Effective August 17, 2020	MU12 \$12.84 per hour
Leah O'Neil, Administrative Assistant III Effective August 24, 2020	Grade 16 \$13.38 per hour
Lilly Foust, Interim IT Director Effective August 17, 2020	Grade 26 \$28.85 per hour
Melody Bentley, Senior Field Investigator Effective August 3, 2020	Grade 18 \$15.22 per hour
Breanna Brokaw, Chief Deputy Register & Recorder Effective September 1, 2020	Grade 18 \$14.74 per hour
Frank Monroe, FT Deputy Sheriff Effective August 30, 2020	Grade20PSC \$18.00 per hour
Steven Bliss, IT Tech II Effective August 31, 2020	Grade 20 \$16.77 per hour



Bradford County Treasurer


Bradford County Commissioners

A CONTINUATION OF THE MINUTES OF AUGUST 27, 2020

ELECTION BOARD

THURSDAY, AUGUST 27, 2020

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

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Commissioner Sullivan, seconded by Commissioner McLinko, all voted "aye" to approve action taken on August 14, 2020 for a settlement stipulation to resolve the Trump election lawsuit.




Bradford Count Election Board

VISITORS REMARKS

ADJOURNMENT

A motion was made by Commissioner Sullivan, seconded by Commissioner Miller, all voted "aye" to adjourn at 10:23 a.m.