

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, MAY 14, 2020

PRESENT: Daryl Miller and Doug McLinko

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 McLinko, seconded by Commissioner Miller to approve the minutes of April 23, 2020.

NEW BUSINESS

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to ratify action taken on May 7, 2020 to proclaim the week of May 3 – 9, 2020 as Corrections Employee Week in Bradford County.

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve ratify action taken on May 6, 2020 to proclaim May 7, 2020 as National Day of Prayer in Bradford County.

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve May 10-May 16, 2020 as National Police Week, and May 15, 2020 as Peace Officers Memorial Day to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the week of May 10, 2020 thru May 17, 2020 as National Skilled Nursing Care Week in Bradford County.

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the week of May 17-23, 2020 as the Emergency Medical Services Week in Bradford County

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve Resolution 2020-08 Bill of Rights resolution.

See Attached

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve a contract for the State Food Purchase Program approving Attachment “A” (Participation Statement) committing 50% of the State Food Purchase Grant monies to be used to purchase food through commercial food distribution in our region with 8% being used for administrative costs for the program for the Fiscal Year 2020-2021 (July 1, 2020- June 30, 2021).

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the renewal of an agreement between Bradford County and Lydia Keeney as concessionaire for

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the 2020 park season at the Larnard-Hornbrook County Park, effective April 1, 2020 through March 31, 2021.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the renewal of a contract between Bradford County and Doreen Passmore for Beautician services at the Bradford County Manor for the period July 1, 2020 through June 30, 2021 at an annual cost of \$38,880.00 to be paid in 12 monthly installments.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the Medical Assistance Transportation Program 3rd Quarter Report.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to ratify action taken on May 6, 2020 to approve Letters of support for the Bradford County Conservation District for the Planning and Technical Assistance Grant and the Implementation Grant.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the appointment of Alanna Porter to the Drug & Alcohol Board.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to ratify action taken on May 6, 2020 to approve an agreement with AMP to perform Consulting services to the new 911 Center at a fee of \$ 38,000.00.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve an agreement with Larson, Kellett & Associates, P.C. of Montoursville, PA to perform a single audit for Bradford County for the year ending December 31, 2019 at an approximate cost of \$65,200. 00 plus out of pocket cost and an additional fee of \$1200.00 for the preparation of the single audit data collection form and authorize the Chairman to sign.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve an agreement with Larson, Kellett & Associates, P.C. of Montoursville, PA for agreed-upon procedures by the Commonwealth of PA, Department of Human Services and the County, for the twelve-month period ended June 30, 2019 and September 30, 2019 and the year ended December 31, 2019. At a cost of \$ 2100.00 plus out of pocket cost, and authorize the Chairman to sign.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve an agreement with Central Bradford Progress Authority for Phase II and Phase III engineering services for the fiber project at a fee of \$342,000.00.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the Purchase of Service Agreements between Bradford County Children & Youth Services and Southwood Psychiatric Hospital effective April 27, 2020 through June 30, 2020:

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to approve the Unit of Service Funding Contact between Bradford & Sullivan County Joinder and Community Solutions, Inc. effective May 1, 2020 through June 30, 2020.

A motion was made by Commissioner McLinko, seconded by Commissioner Miller 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:

Adelphoi Village Inc.
Avanco International
Children's Service Center of Wyoming Valley
Community Solutions Inc.
The County of Tioga, Tioga County Human Services
Cornell Abraxas Group Inc.
Edison Court Inc.
Family Services of Northeast PA
Families United Network, Inc.
George Junior Republic in Pennsylvania
Jedediah C. Johnson
Kids Peace National Centers

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Marriage & Family Therapy Services of the Southern Tier, P.C.
Merakey Pennsylvania
Penn York Opportunities Inc.
Pennsylvania Forensic Associates
Pentz Run Youth Services Inc.
Perseus House Inc.
Pressley Ridge
Summit Academy
The Academy
Valley Youth House

A motion was made by Commissioner McLinko, seconded by Commissioner Miller to accept the following:

The transfer of Doris Kelly from full-time Account Clerk II to part-time casual Account Clerk II, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective April 4, 2020.

The hire of Chigozie Kalu as part-time casual RN, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective April 30, 2020.

The hire of Sirinthip Chaiiam as part-time casual Valet, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 13, 2020.

The hire of Ocianna Valenzuela as full-time LPN, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 13, 2020.

The hire of Kari Wakefield as full-time Dietary Attendant, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 13, 2020.

The hire of Nicole Swain as part-time casual Valet, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 14, 2020.

The hire of Julia Webster as full-time casual CNA, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 20, 2020.

The transfer of Megan Meyers from as part-time casual Valet to part-time casual Nurse Aide, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 11, 2020.

The hire of Bobbidi Stedge as part-time casual Valet, as per the recommendation of Lou Ann Simpson, Manor Administrator. Effective May 20, 2020.

The hire of Scott Hauser as Airport Manager, as per the recommendation of the Bradford County Commissioners. Effective May 11, 2020.

The hire of Brock Horton as Maintenance Summer Intern, as per the recommendation of Rod Manley, Maintenance Director. Effective May 18, 2020.

The hire of William King as Maintenance Summer Intern, as per the recommendation of Rod Manley, Maintenance Director. Effective June 1, 2020.

The transfer of Brianna M. Hartford, County Caseworker 1 Children & Youth to Caseworker 2, as per the recommendation of Jennifer Cragle, C & Y Director. Effective May 20, 2020.

The transfer of Courtney L. Coleman, County Caseworker 1 Children & Youth to Caseworker 2, as per the recommendation of Jennifer Cragle, C & Y Director. Effective April 8, 2020.

The transfer of Katherina M. Allen, County Caseworker 1, Mental Health to Caseworker 2, as per the recommendation of Mayme Carter, MH/ID Administrator, Effective April 29, 2020.

OTHER

Bradford County Commissioners

SALARY BOARD
THURSDAY, MAY 14, 2020
PRESENT: Daryl Miller, Doug McLinko and Matt Allen

UNFINISHED BUSINESS

NEW BUSINESS

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

Doris Kelley, PT Casual Account Clerk II Effective April 4, 2020	MU14 \$13.88 per hour
Chigozie Kalu, PT Casual RN Effective April 30, 2020	\$30.00 per hour
Sirinthip Chaiiam, PT Casual Valet Effective May 13, 2020	\$ 8.05 per hour
Ocianna Valenzuela, FT LPN Effective May 13, 2020	\$18.82 per hour
Kari Wakefield, FT Dietary Attendant Effective May 13, 2020	MU9 \$ 9.80 per hour
Nicole Swain, PT Casual Valet Effective May 14, 2020	\$ 8.05 per hour
Julia Webster, FT Casual CNA Effective May 13, 2020	MU12 \$12.03 per hour
Megan Meyers, PT Casual Nurse Aide Effective May 11, 2020	\$11.75 per hour
Bobbidi Stedge, PT Casual Valet Effective May 20, 2020	\$ 8.05 per hour
Scott Hauser, Airport Manager Effective May 11, 2020	Grade 23 \$20.00 per hour
Brock Horton, Maintenance Summer Intern Effective May 18, 2020	Grade 7 \$10.00 per hour
William King, Maintenance Summer Intern Effective June 1, 2020	Grade 7 \$ 8.62 per hour
Brianna M. Hartford, Caseworker 2 Effective May 20, 2020	Grade 24 \$19.77 per hour
Courtney L. Coleman, Caseworker 2 Effective April 8, 2020	Grade 24 \$19.77 per hour

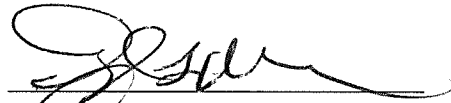
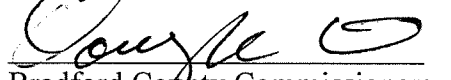
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Katherina M. Allen, Caseworker 2
Effective April 29, 2020

Grade 21
\$17.08 per hour



Bradford County Treasurer

Bradford County Commissioners



ASSESSMENT BOARD
THURSDAY, MAY 14, 2020
PRESENT: Daryl Miller and Doug McLinko

A motion was made by Commissioner Miller, seconded by Commissioner McLinko, all voted “aye” to approve the following for exempt status:

John Long
441 May Hill Rd.
Columbia Cross Rds. PA 16914
Reason: Veterans Exemption – Renew
Parcel # 30-030.00-054-000-000
Effective Date: January 1, 2021

A motion was made by Commissioner Miller, seconded by Commissioner McLinko, all voted “aye” to approve the Occupation changes for the month of April 2020.

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

Bradford County Board of Assessment

ELECTION BOARD
WEDNESDAY MAY 13, 2020 1:30 P.M. VIA ZOOM
PRESENT: Daryl Miller, Doug McLinko and John Sullivan

A meeting of the election board was called to order by Chairman Miller at 1:30 p.m

UNFINISHED BUSINESS: None

NEW BUSINESS:

A motion was made by Commissioner McLinko, seconded by Mr. Sullivan all voted “aye” to ratifying action taken on Monday, May 11, 2020 to allow the Chief Clerk to advertise for the Meeting.

A motion was made by Commissioner McLinko, seconded by Mr. Sullivan, all voted “aye” to approve consolidating polling locations as needed.

A motion was made by Mr. Sullivan, seconded by Commissioner McLinko, all voted “aye” to authorize the Chief Clerk to legally advertise the ballots races with candidates and polling places with Bradford County for the June 2, 2020 General Primary.

A motion was made by Commissioner McLinko, seconded by Mr. Sullivan, all voted “aye” to authorize the Chief Clerk to legally advertise the following:

THE BRADFORD COUNTY RETURN BOARD will meet in the office of the Election Department of Bradford County, Court House, Towanda, Pennsylvania at 9:00 a.m. on Wednesday, June 3, 2020 for the purpose of computing and canvassing returns of votes cast at the General Primary Election of June 2, 2020.

THE BRADFORD COUNTY BOARD OF ELECTIONS will meet Thursday, June 4, 2020 at 11:00 a.m. in the office of the Commissioner’s Conference Room to determine the eligibility of any and all provisional ballots cast in the June 2, 2020 General Primary to be included and counted in the official canvass.

Voters who have cast a Mail-In or an Absentee Ballot and have not supplied a valid form of ID for General Primary Election to be held on June 2, 2020, have until the sixth calendar day after the General Primary Election to provide their ID to the BRADFORD COUNTY BOARD OF ELECTIONS, in order for their ballot to be counted.

A motion was made by Mr. Sullivan, seconded by Commissioner McLinko, all voted “aye” to approve the election day schedule as follows:

BUREAU OF ELECTIONS

Renee Smithkors	6:00 AM - ?
Jessica McDermott	6:00 AM - ?
Mary Sturdevant	6:30 AM - ?

ROVERS

Rod Manley	Paul Yeager	Jeff Glisson	Philip Schanbacher	Ryan Reeves
Lilly Foust	Nancy Mechling	Robert Voda	Mary Sturdevant	Jessica McDermott

ELECTION NIGHT WORKERS

*Jessica McDermott *Renee Smithkors
Michelle Shedden
Mary Sturdevant
Rod Manley
Crystal Chilson
Staff Member from ElectionIQ
Lilly Foust
Nancy Mechling

Wendy Rockwell
Teresa Thomas

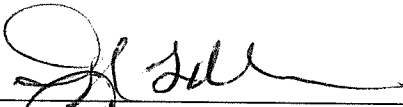
*** will also serve as Resolution Board if needed.**

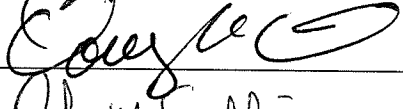
CANVASS BOARD:

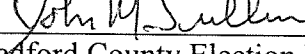
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Renee Smithkors
Jessica McDermott
Mary Sturdevant
Lilly Foust
Michelle Shedden

OTHER: Poll worker asked if we can provide mask at the check in for public coming to the polls.







Bradford County Election Board

VISITOR’S REMARKS

ADJOURNMENT

