

THE MINUTES OF BRADFORD COUNTY COMMISSIONERS

THURSDAY, JANUARY 8, 2009

PRESENT: Mark W. Smith, John M. Sullivan, and Doug McLinko

PLEDGE OF ALLEGIANCE TO THE FLAG

A meeting of the Bradford County Commissioners was called to order by Chairman Mark W. Smith at 10:05 a.m.

VISITOR REMARKS CONCERNING AGENDA

UNFINISHED BUSINESS

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving the Minutes of December 22, 2008.

NEW BUSINESS

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to ratifying action taken on January 5, 2009 to authorize the Chief Clerk to legally advertise the 2009 Prison Board Meetings, which will be held the second Thursday of each month at 11:00 a.m., as follows: January 8, 2009 at the Prison; February 12, 2009 at the Courthouse; March 12, 2009 at the Courthouse; April 9, 2009 at the Prison; May 14, 2009 at the Courthouse; June 11, 2009 at the Courthouse; July 9, 2009 at the Courthouse; August 13, 2009 at the Prison; September 10, 2009 at the Courthouse; October 8, 2009 at the Courthouse; November 12, 2009 at the Courthouse; and December 10, 2009 at the Prison

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorizing the Chief Clerk to legally advertise setting the date, time and location of preliminary agenda review meetings with County Department Heads. The Bradford County Commissioners' preliminary agenda review meetings with county department heads will be held every Monday through Friday from 9:00 a.m. until such time as the business is concluded. The date and times are as follows:

Monday thru Friday at 9:30 a.m. with Gayle Kershner, Chief Clerk

Monday

10:00 a.m. with Kim Corbett-Maintenance Director; 10:30 a.m. with Teresa Jones, Personnel Director; 11:00 a.m. with Joan Sanderson, Fiscal Director; 2:00 p.m. Robert Repasky, 911 Director, 2nd & 4th Monday; Donna Roof-Assessment Director

3rd Tuesday of every month at 2:00 p.m. with Michael Lovegreen- Soil Conservation Director

1st Wednesday at 2:00 p.m., James Vajda, EMA Director

Every Wednesday, 10:00 a.m. Wendy Rockwell, MIS Director

Every other Wednesday at 3:00 p.m., Mike Jones, Parks Director

2nd Wednesday of the following months: February, April, June, August, October and December at 2:00 p.m., 911 Committee at 911 Center

3rd Wednesday of every month at 2:00 p.m. with Ray Stolinas-Planning and Grants Director, 3rd Wednesday of the following months: February, April, June, August and October 1:00 p.m. with Airport Authority Board

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4th Wednesday, quarterly at 1:00 p.m. with Brian Driscoll-Economic Advisory

1st Thursday of every month at 1:30 p.m. with Manor Administrator

2nd Thursday of every month at 3:00 p.m. with Robyn D'Anna-Grants Coordinator

4th Thursday of every month at 1:00 p.m. with Gene Osmun- Veterans Director

Every Friday at 11:00 a.m., Bill Blevins, Human Services Director

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorizing the Chief Clerk to legally advertise setting the dates, time and location of the Retirement Board as follows: February 5, 2009, May 7, 2009, August 6, 2009 and November 5, 2009 at 11:00 a.m., in the Commissioner Chairperson's office.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorizing the Chief Clerk to legally advertise setting the dates, time and location of the Superfund Amendment and Authorization Act (SARA III meetings) as follows at 9:00 a.m. at the Emergency Management Agency on: March 10, 2009, June 9, 2009, September 14, 2009 and December 8, 2009.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorizing the Chief Clerk to legally advertise setting the date, time and location of the Agricultural Land Preservation Board meetings as follows: February 18, 2009, April 15, 2009, September 16, 2009 and November 18, 2009 at 1:00 p.m. at the Stoll Natural Resource Center in Wysox, PA.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorizing the Chief Clerk to legally advertise setting the time and place of the Intermediate Punishment Board meetings as follows: March 11, 2009, June 10, 2009 and October 14, 2009 at 9:30 a.m. in the Commissioners Conference Room at the Bradford County Courthouse

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving the renewal of the Endless Mountains Transportation Authority vehicle lease agreement at a fee of \$1,868.42 per month. Term to expire December 31, 2009.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to the renewal of an agreement with Judy Epler to provide Beautician/Barber services at the Bradford County Manor for the period January 1, 2009 through December 31, 2009 at an annual fee of \$34,102.97.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving a Software License Agreement with Vision Appraisal Technology, Inc. of Northborough, Mass. to provide an assessment and occupation data base at a total cost of \$101,000 and authorize Chairman to sign.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorize the Chief Clerk to legally advertise the bid for an Electrical Engineer to evaluate the requirements and assist the County in writing bid specifications for the purchase and installation of an emergency standby generator to supply backup power for the Courthouse Annex and Courthouse.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to authorize the Chief Clerk to legally advertise the bid for replacement and repair of the porch at the Manor.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approve the renewal of the lease agreement with the Towanda Area School District for the space at the South Towanda Annex for the Towanda Family Center, effective January 1, 2009 through December 31, 2009 at an annual fee of \$1,800, paid on a monthly basis, and authorize Chairman to sign.

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A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving Resolution 2009-01 adopting the new Right-to-Know Law Act 3 of 2008 which will supersede Resolution 2003-12, the previous Right to Know Policy, dated September 25, 2003 and appoint Gayle Kershner as the Open Records Officer.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving the renewal of a Maintenance/Insurance agreement with Hillman Security and Time Tech of Kingston to provide coverage for the time and attendance system at the Bradford County Manor and the Bradford County Correctional Facility at a fee of \$1,740 for the period January 1, 2009 through December 31, 2009 and authorize the Chairman to sign.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to the renewal of an agreement with North Penn Legal Services for parents in dependency and termination of parental rights cases for January 1, 2009 through December 31, 2009 at a fee of \$1,250. Per month.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approve the 2009 Rates and Regulations for the Bradford County Parks.

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

Authorize the Chairman to sign a SCSC 100 and performance evaluation for Michelle A Chandler, full time CYS Caseworker 2, as per recommendation of Bill Blevins, Human Services Director, effective November 20, 2008.

Authorize the Chairman to sign a SCSC 100 and performance evaluation for Teresa A Gorman, full time CYS Casework Supervisor, as per recommendation of Bill Blevins, Human Services Director, effective December 5, 2008.

Authorize the Chairman to sign a SCSC 100 and performance evaluation for Carmel L. Watson, full time CYS Caseworker 2, as per recommendation of Bill Blevins, Human Services Director, effective December 18, 2008.

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

the transfer of Marylu VanSkiver from temporary full time Correctional Officer to full time Correctional Officer as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the transfer of Celeste Vermilya from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the transfer of Calvin Vanderpool from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the transfer of Daniel Bolt from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the transfer of Jeremiah Brown from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the transfer of Nicholas Foust from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

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Approve the transfer of Robert Slingerland from part time Correctional Officer to full time Correctional Officer, as per recommendation of Warden Stewart, effective January 4, 2009.

Approve the hire of the following as part time casual Valet, as per recommendation of James Shadduck, Manor Administrator, effective January 7, 2009:

Nicholas Ackley
Delanie Casselbury
Sandra Hart
Joanna Martin
Leonora Wood

Approve the transfer of the following individuals from part time casual Nurse Aide Trainees to part time casual Nurse Aides, as per recommendation of James Shadduck, Manor Administrator, effective December 23, 2008:

Trishya Bouse
Amanda Dalton
Darla Decker
Stephanie Dunn
Katiann Kelley
Cynthia York

Approve the transfer of John Anderson from part time regular Laundry Attendant to part time regular Housekeeping Attendant as per recommendation of James Shadduck, Manor Administrator, effective January 9, 2009, to replace Renee Stroud who transferred to nursing.

Approve the transfer of Vickie Harford from full time Laundry Attendant to temporary Housekeeping Attendant, as per recommendation of James Shadduck, Manor Administrator, effective January 5, 2009 to replace Linda Bump who is on medical leave.

Approve the transfer of Summer Putnam from part time regular housekeeping attendant to part time casual Valet, as per recommendation of James Shadduck, Manor Administrator, effective January 12, 2009.

Approve the transfer of Susan Saxon from full time Laundry Attendant to part time regular Housekeeping Attendant, as per recommendation of James Shadduck, Manor Administrator, to replace Kathleen Ayers who transferred to full time.

Approve the transfer of Michelle Sampson from part time regular Dietary Attendant to full time Dietary Attendant, as per recommendation of James Shadduck, Manor Administrator, effective January 18, 2009, to replace Cindy Chaapel who resigned.

Approve the transfer the following individuals from part time casual Nurse Aide trainees to part time casual Certified Nurse Aides effective December 31, 2008, they passed American Red Cross certification test:

Jamia Bellinger
Kimberly Krise
Susan Lydon
Daniel Okrogly

Approve the transfer of Tammy Terry from temporary Dietary Attendant to part time casual (per diem) Dietary Attendant effective January 18, 2009 to replace Rachael Ross who resigned.

Approve the hire Casaundra Rider as part time regular dietary attendant, as per recommendation of James Shadduck, Manor Administrator, effective January 21, 2009 to replace Michelle Sampson who transferred.

Approve the hire of Linda Joslyn as part time casual (per diem) LPN, as per recommendation of James Shadduck, Manor Administrator, effective January 21, 2009.

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Approve the hire of Bobbie Sterling as part time casual (per diem) LPN, as per recommendation of James Shadduck, Manor Administrator, effective January 21, 2009.

OTHER

The following individual has been hired in response to a court order from the Court of Common Pleas as full time Community Service Coordinator in the office of Probation, effective December 14, 2008:

Nicole Kithcart

The following individual has been hired in response to a court order from the Court of Common Pleas as temporary general clerk in the office of Probation, effective December 14, 2008:

Jared Davis

The following individual has been hired in response to a court order from the Court of Common Pleas as Tip Staff for the Courts, effective January 2, 2009:

Terri Gerrity

Bradford County Commissioners

SALARY BOARD

THURSDAY, JANUARY 8, 2009

PRESENT: Mark W. Smith, John M. Sullivan, Doug McLinko, and Becky Clark

UNFINISHED BUSINESS

None

NEW BUSINESS

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approve the reclassification of the Full-time Assistant Director of Elections from Grade 14 to a Grade 16

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approve the reclassification of the part time casual General Clerk in the Prothonotary office from a Grade 7 to a Grade 10.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" approve the creation of a new position for Mental Health department of Human Services for Psychological Services Associates II to provide psychological services to inmate population to meet all DOC policies, standards and procedures at a Grade 25.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to set the following salaries:

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Renee Smithkors, Assistant Director of Elections Effective January 1, 2009	Grade 16, Step A \$21,421.40 annually
Joy Curry part-time casual General Clerk Effective January 1, 2009	Grade 10, Step A \$8.78 per hour
Dorothy Seeley part-time casual General Clerk Effective January 1, 2009	Grade 10, Step A \$8.78 per hour
Michelle Chandler, full time CYS Caseworker 2 Effective November 20, 2008	Grade 20, Step C \$28,723.50 annually
Teresa A Gorman, full time CYS Casework Supervisor Effective December 5, 2008	Grade 23, Step J \$39,546.00 annually
Carmel L Watson, full time CYS Caseworker 2 Effective December 18, 2008	Grade 20, Step M \$36,777.00 annually
Nicole Kithcart, full time Community Service Coordinator Effective December 14, 2008	Grade 16, Step A \$22,503.00 annually
Jared Davis, temporary General Clerk Effective December 14, 2008	Grade 7, Step A \$7.44 per hour
Marylou VanSkiver, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Celeste Vermilya, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Calvin Vanderpool, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Daniel Bolt, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Jeremiah Brown, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Nicholas Foust, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Robert Slingerland, full time Correctional Officer Effective January 4, 2009	Grade 14, Step A \$10.68 per hour
Nicholas Ackley, part time casual Valet Effective January 7, 2009	Grade 7, Step A \$7.44 per hour
Delanie Casselbury, part time casual Valet Effective January 7, 2009	Grade 7, Step A \$7.44 per hour
Sandra Hart, part time casual Valet Effective January 7, 2009	Grade 7, Step A \$7.44 per hour
Joanna Martin, part time casual Valet Effective January 7, 2009	Grade 7, Step A \$7.44 per hour
Leonora Wood, part time casual Valet Effective January 7, 2009	Grade 7, Step A \$7.44 per hour
Trishya Bouse, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour

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Amanda Dalton, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour
Darla Decker, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour
Stephanie Dunn, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour
Katiann Kelley, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour
Cynthia York, part time casual nurse aide Effective January 7, 2009	Grade 9, Step A \$8.20 per hour
John Anderson, pt regular Housekeeping attendant Effective January 9, 2009	Grade 9, Step A \$8.20 per hour
Vickie Harford, temporary Housekeeping Attendant Effective January 5, 2009	Grade 9, Step B \$8.20 per hour
Summer Putnam, pt regular Housekeeping Attendant Effective January 12, 2009	Grade 7, Step A \$7.44 per hour
Susan Saxon, pt regular Housekeeping Attendant Effective January 9, 2009	Grade 9, Step D \$8.83 per hour
Michelle Sampson, full time Dietary Attendant Effective January 18, 2009	Grade 9, Step A \$15,990.00 annually
Jamia Bellinger, part time casual C N A Effective December 31, 2008	Grade 11 Step A \$9.04 per hour
Kimberly Krise, part time casual C N A Effective December 31, 2008	Grade 11 Step A \$9.04 per hour
Susan Lydon, part time casual C N A Effective December 31, 2008	Grade 11 Step A \$9.04 per hour
Daniel Okrogly, part time casual C N A Effective December 31, 2008	Grade 11 Step A \$9.04 per hour
Tammy Terry, part time casual Dietary Attendant Effective December 31, 2008	Grade 9, Step A \$8.20 per hour
Casaundra Rider, part time regular Dietary Attendant Effective January 21, 2009	Grade 9, Step A \$8.20 per hour
Linda Joslyn, part time casual (per-diem) LPN Effective January 21, 2009	Grade 20, Step I \$17.09 per hour
Bobbie Sterling, part time casual (per-diem) LPN Effective January 21, 2009	Grade 20, Step A \$14.02 per hour

A motion was made by Mr. McLinko, seconded by Ms Clark, all voted “aye” to approving the 2009 salaries of personnel of record as of December 21, 2008, in the departments administered by the County Commissioners as listed:

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Accounting; Airport; Agriculture Extension; Assessment; Collection; Commissioners' Community Planning & Grants; Conservation District; Custodial Services; Elections Bureau; Emergency Management Agency Administration; 911; Historical Society; Library; Bradford County Manor non-union employees; Maintenance; MIS; Parks; Personnel; Printing; Prison non union employees; Public Defender; Tax Claim Bureau; Veterans Affairs; and Bradford County Human Services Agency.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko all voted "aye" to approving the 2009 salaries of all Court related employees of record as of December 21, 2008 as listed: Judges' Chambers; District Justice Secretaries; Probation; Domestic Relations; and Hearing Master

A motion was made by Dan Barrett, seconded by Mr. Sullivan, all voted "aye" to approving the 2009 salaries of personnel of record in the District Attorney's Office as of December 21, 2008.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving the 2009 salaries of personnel of record in the Prothonotary's Office as of December 21, 2008.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving the 2009 salaries of personnel of record in the Register and Recorder's Office as of December 21, 2008.

A motion was made by Ms Clark, seconded by Mr. McLinko, all voted "aye" to approving the 2009 salaries of personnel of record in the Treasurer's Office as of December 21, 2008.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving the 2009 salaries of personnel of record in the Sheriff's Office as of December 21, 2008.

A motion was made by Mr. Carman, seconded by Mr. McLinko, all voted "aye" to approving the 2009 salaries of personnel of record in the Coroner's Office as of December 21, 2008.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to acknowledge for the record the salaries of employees at the Correctional Facility under and the Collective Bargaining Unit.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to acknowledge for the record the salaries of employees at the Bradford County Manor under the Collective Bargaining Unit.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to acknowledge for the record the salaries of employees of the Bradford County Probation Department under Collective Bargaining Unit.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to acknowledge for the record the salaries for all elected officials with the exception of Mr. McLinko, who did not take his cost of living increase for the 2009 calendar year.

Bradford County Treasurer

Bradford County Commissioners

Carol French of Sheshequin Township coordinated a group of about 30 farmers from the county to express their displeasure with the Commissioners for the Clean and Green roll back taxes.

A motion was made by Mr. McLinko, seconded by Mr. Sullivan, all voted "aye" to adjourn the meeting at 11:37 a.m.