

THE MINUTES OF THE BRADFORD COUNTY COMMISSIONERS

THURSDAY, JULY 9, 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 at 10:01 a.m. by Chairman, Mark W. Smith.

VISITOR REMARKS CONCERNING AGENDA

NONE

UNFINISHED BUSINESS

A motion was made by Mr. McLinko, seconded by Mr. Sullivan, all voted "aye" to approving the minutes of July 2, 2009

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to table the roof bids for another week.

This being the time and place for the opening of proposals for the Commissary Services for Bradford County Correctional Facility the following were accepted:

Keefe Commissary Network
301 Mill Road
Edison NJ 08837

Canteen Correctional Services
103 Farrar Farm Road
Norwell MA 02061

Swanson Services Corporation
6731 Collamer Road Unit 2
Syracuse NY 13057

A motion was made by Mr. McLinko, seconded by Mr. Sullivan, all voted "aye" to take under advisement and take action at another date.

NEW BUSINESS

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to the renewal of a Maintenance Agreement with Sterling Solutions, Inc. of Bluffton, SC to provide maintenance and support to the Veterans Office software (VIMS) at a cost of \$450.00 for the period August 31, 2009 through August 30, 2010.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving a Purchase of Service Agreement between Bradford County Human Services and S.T.A.R. Program for the period July 1, 2009 through June 30, 2010.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving a sublease agreement between Bradford County, BLAST IU 17 and Towanda Area School District for the lease of office space for the operation of the S.T.A.R. program at the Monroe Franklin Facility.

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A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving a Maintenance agreement with Hobart Services of Troy, Ohio to provide maintenance to the dishwasher located at the Correctional Facility at an annual fee \$2,588.99 for the period July 5, 2009 through July 4, 2010.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving an Application for County Aid submitted by Springfield Township for the use of County Liquid Fuels money in the amount of \$11,537.63 to purchase road signs, posts and brackets for the 911 readdressing project.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to approving a NTRPDC Work Experience Agreement with Bradford County Action, Inc. as Program Operator, for the period 7/14/2009 to 8/21/2009 to provide a worksite for Mary Jo Trumbull in the Bradford County Treasurer office and authorize Chairman to sign.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to authorize the Chairman to sign the 2009 Community Development Block Grant Recovery (CDBG-R) Concurrent Notice containing, the Notice to Public of Finding of No Significant Impact and Intent to Request Release of Funds and the Request for Release of Funds and Certification Form to be posted for 18 days for public review and then sent to the Department of Community and Economic Development (DCED):

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

the hire of Joseph Covey as a casual part time Childcare Aide I, as per recommendation of William Blevins, Human Services Director, effective July 13, 2009.

the hire of Katiann Kelley as part time casual C N A as per recommendation of James Shadduck, Manor Administrator, effective July 10, 2009.

the hire of Thomas Nusbaum as full time Assistant Cook, as per recommendation of James Shadduck, Manor Administrator, effective July 22, 2009

the transfer of Angel Houghtaling from full time C N A to part time regular Housekeeping Attendant, as per recommendation of James Shadduck, Manor Administrator, effective July 7, 2009.

the hire of Shannon N Cahill as full time CYS Caseworker 1, as per recommendation of William Blevins, Human Services Director, effective July 13, 2009.

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

authorize the Chairman to sign a SCSC 100 for Shannon N. Cahill, full time CYS Caseworker 1, effective July 13, 2009.

authorize the Chairman to sign a performance evaluation for Susan L. Kittle, CYS Clerk Typist 3, effective June 27, 2009.

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OTHER

The following individual has been hired in the office of Prothonotary as per recommendation of Sally Vaughn, Prothonotary, effective July 6, 2009 to replace Joy Curry who resigned:

Caroline Rubendall

The following individual has been hired by Bradford County Treasurer Becky Clark, as a temporary general clerk to process doe licenses, effective July 14, 2009:

Jodi Wilcox

Bradford County Commissioners

SALARY BOARD

THURSDAY, JULY 9, 2009

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

UNFINISHED BUSINESS

NONE

NEW BUSINESS

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

Joseph Covey, part time casual Childcare Aide I Effective July 13, 2009	\$7.15 per hour
Katiann Kelley, part time casual C N A Effective July 10, 2009	Grade 11, Step A \$9.04 per hour
Thomas Nusbaum, full time Assistant Cook Effective July 22, 2009	Grade 13, Step A \$9.97 per hour/ 37.5 hr p wk
Angel Houghtaling, pt reg Housekeeping Attendant Effective July 7, 2009	Grade 9, Step A \$8.20 per hour
Shannon N. Cahill, CYS Caseworker I Effective July 13, 2009	Grade 18, Step A \$12.97 per hour/ 37.5 hr p wk
Caroline Rubendall, part time casual General Clerk Effective July 6, 2009	Grade 10, Step A \$8.78 per hour
Mary Jo Trumbull, temporary General Clerk Effective July 9, 2009	\$7.15 per hour

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Jodi Wilcox, temp general Clerk
Effective July 14, 2009

Grade 7, Step A
\$7.59 per hour

Bradford County Treasurer

Bradford County Commissioners

The Commissioners answered questions from the public and press at this time.

A motion was made by Mr. Sullivan, seconded by Mr. McLinko, all voted "aye" to adjourn the meeting at 10:25 a.m.