

The regular meeting of the Tioga County Commissioners was called to order today at 10:00 a.m. at the Tioga County Courthouse with the following members present: Erick J. Coolidge, Mark L. Hamilton and Roger C. Bunn. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, Marc Rice, Deb Crawford, Nancy Clemens, Sara Rice, Scott Zubek, Josh Zeyn, Becky Briggs, Betsy Craig, Chris Perry, Tiffany Cummings, Yolie Canales, and press representative Josh Magnotta.

Pledge of Allegiance

Public Comments (agenda items) – None

2020 Budget on display

For information: The proposed 2020 Tioga County budget is on display in the Commissioner's hall until adoption at the December 17, 2019 meeting.

Minutes

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the minutes of October 15, 2019.

Transfer S. Olson

For information, Sandra Olson is transferring from the Dept. of Human Services to Assistant District Attorney, \$65,000/yr., effective 12/9/19.

Resign/Retire
A.Sherman
E.Kosek
J.Beck
L.Wales
K.Nelson

For information, the following individuals have retired/resigned:
Alison Sherman, Sheriff's Office, effective 10/24/19
Eric Kosek, Tioga County Conservation District, effective 11/8/19
Julie Beck, Residential Treatment, effective 11/23/19
Lorrie Wales, Deputy Court Administrator, effective 11/29/19
Kerry Nelson, Tioga County Planner, effective 11/30/19

Hire J. Smith-Baker

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Jonathan Smith-Baker, part-time on-call Correction Officer, Tioga County Prison, \$13.81/hr., no benefits.

Hire C. Earle

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the hire of Colton Earle, full-time Dispatcher, Dept. of Emergency Services, \$14.50/hr. with benefits.

Hire S. Holton

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Sara Holton, Caseworker 1, Service Planning Unit, Family Services, \$15.25/hr. with benefits.

Hire J. Fiori

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Jason Fiori, Caseworker 1, Service Planning Unit, Family Services, \$15.25/hr. with benefits.

Hire L. Kerry Nelson

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the hire of L. Kerry Nelson, part-time Director of Community Development, \$25.22/hr., no benefits.

Hire R. Baker

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Ruby Baker, Youth Support Specialist, Residential Treatment, \$10.02/hr., no benefits.

Termination
T.Hartman

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the termination of Tyler Hartman, Correction Officer, Tioga County Prison, effective 11/15/19.

Certify 2020 tax base

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to accept that, in accordance with the Pennsylvania Consolidated Assessment Law, the Tioga County Chief Assessor certifies the county/municipal tax base for tax year 2020 is valued at a total taxable value of \$1,866,797,262.

Use of Green

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve use of the Green for the Wellsboro Area Vacation Bible School, June 22-26, 2020.

County real estate tax refunds

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Stony Fork Creek Campground, Delmar Twp., \$26.70; Michael & Gina Southard, Elkland Borough, \$94.87; James & Karen Murphy, Jackson Twp., \$36.77; Kirk & Marissa Duffee, Richmond Twp., \$38.27; Andrew & Kristie Ney, Chatham Twp., \$54.85; David & Jennifer DeLosa, Jr., Covington Twp., \$486.34.

Vehicle Lease

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a five-year lease with Enterprise Fleet Management for a 2020 Ford Ranger truck. This vehicle will be used by the Dept. of Emergency Services. Monthly lease - \$536.82.

Vehicle Lease

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a five-year lease with Enterprise Fleet Management for a 2020 Chevrolet Traverse. This vehicle will be used primarily by the Board of Commissioners and replaces the current Traverse #64. Monthly lease - \$560.19.

Cleveland Bros tower site agreement

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a one-year preventative maintenance service agreement with Cleveland Brothers Equipment, for the ten tower sites; term of agreement is 10/1/2019 – 9/30/2021, \$12,185.

Adopt
Resolution
R-16-19

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to adopt the following Resolution:

Resolution R-16-19
Designation of Agent Resolution
For PA Severe Storms & Flooding DR-4408

Be it resolved by Board of Commissioners of County of Tioga that Marc Rice / David Cohick, Risk Manager / Director of Emergency Services, is hereby authorized to execute for and in behalf of County of Tioga, Tioga County, a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).

Passed and approved this 19th day of November 2019.

/s/ Erick J. Coolidge /s/ Mark L. Hamilton /s/ Roger C. Bunn

Certification

I, Derek Williams, duly appointed and Chief Clerk of County of Tioga, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Commissioners of County of Tioga on the 19th day of November 2019.

/s/ Derek Williams, Chief Clerk

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to adopt Resolution R-17-19:

Adopt
Resolution
R-17-19

Appendix II – Authorized Official Resolution
R-17-19

Be it resolved, that the County of Tioga does hereby request a Multimodal Transportation Fund grant in the amount of \$1,000,000 from the Pennsylvania Department of Transportation to be used for construction of Phase I of the Marsh Creek Greenway trail project.

Be if further resolved, that the Applicant does hereby designate Kerry Nelson (County Planner) and Marc Rice (Project Manager) as the official(s) to execute all documents and agreements between the County of Tioga and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

I, Derek Williams, duly qualified Chief Clerk of the County of Tioga, Tioga County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting held November 19, 2019 and said resolution has been recorded in the Minutes of the County of Tioga and remains in effect as of this date.

In witness thereof, I affix my hand and attach the seal of the County of Tioga, this 19th date of November, 2019.

/s/ Derek Williams, Chief Clerk

Reappoint
L.Hoar to
TCCD

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the reappointment of H. Lee Hoar as Public Director on the Tioga County Soil Conservation District Board of Directors, for a four-year term.

Reappoint
J.Weaver to
TCCD

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Jim Weaver as Farmer Director on the Tioga County Soil Conservation District Board of Directors, for a four-year term.

Appoint
M.Hamilton to
TCCD

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and carried upon vote of two ayes and no nays (Mark Hamilton abstained) to approve the appointment of Commissioner Mark Hamilton to the Tioga County Soil Conservation District Board of Directors, for a one-year term.

Reappoint
S.Wilson to
FLP

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Sam Wilson to the Tioga County Farmland Preservation Board, for a three-year term, expiring 10/21/2022.

Appoint
L.Pickering to
FLP

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the appointment of Lindsey Pickering to the Tioga County Farmland Preservation Board, to fill the remaining term of Chester Reed, expiring 10/21/2020.

Change order
from Wolyniec
Construction

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a change order from Wolyniec Construction, for a decrease of \$6,329.25 from the original contract price of \$143,143, for a revised contract price of \$136,813.75. Wolyniec Construction was hired for the Troups Creek flood repair project.

County bridge
plaque project
proposal from
Larson Design

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a proposal from Larson Design Group for a Tioga County bridge plaque project. Will include Engineering services for the layout, details for the attachment of the plaques, preparation of a bid package and specifications for a contractor to complete the work and administer the construction administration for the installation of bridge plaques on County Bridge Nos. 1, 2, 9, 16, and 19 - \$12,000. Act 13.

Purchase of lot for Mansfield MDJ office

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an Agreement for the Sale of Commercial Real Estate - \$88,000. This is for the purchase of Lot #5 in Dorsett Heights, Mansfield, containing 1.26 acres. A new Magisterial District Justice office is proposed for this site. Act 13.

EADS – prof. services for MDJ office

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a proposal from EADS Architects to provide professional services for the new Mansfield District Justice building - \$83,000. Act 13.

JC Orr – window sill replacement

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an invoice from J. C. Orr & Son, for the replacement of four exterior window sills in the Tioga County Historic Jail building - \$1,600. Act 13.

Pictometry Intl-flyover images of County

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve an agreement between Pictometry International Corp. and Tioga County to produce flyover images of Tioga County. Flyovers will take place in 2020, 2022, and 2024. Total \$465,259.40. Act 13.

DHS – 8 agreements

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve eight agreements for the Department of Human Services. A listing is attached.

Public Comment –
None

The next meeting of the Tioga County Board of Commissioners is scheduled for December 17, 2019.

The meeting adjourned at 10:24 a.m.

Attest: _____
Derek Williams

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:25 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, Roger C. Bunn, and Kera Hackett. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Marc Rice, Deb Crawford, Nancy Clemens, Sara Rice, Scott Zubek, Josh Zeyn, Becky Briggs, Betsy Craig, Chris Perry, Tiffany Cummings, Yolie Canales, and press representative Josh Magnotta.

Minutes A motion was made by Kera Hackett, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to approve the minutes of September 17, 2019.

Create position A motion was made by Kera Hackett, seconded by Roger C. Bunn and unanimously carried upon vote of four p.t. Director ayes and no nays to approve a request to create the position of part-time Director of Community Development, Community \$25.22/hr., no benefits. This position will be completing work on the Marsh Creek Greenway and Tioga County Development Farmland Preservation.

Create position A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and carried upon vote of two ayes and LPN for Prison two nays to approve a request to create the position of part-time LPN for the Tioga County Prison. The vote died. A motion was made by Kera Hackett, seconded by Roger C. Bunn and unanimously carried upon vote of four ayes and no nays to approve making the LPN position full-time.

The meeting adjourned at 10:36 a.m.

Attest: _____
Derek Williams

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett