

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: Mark L. Hamilton and Roger C. Bunn. Also present was Janice Chamberlain, Casey Zuchowski, Kera Hackett, Marc Rice, Josh Zeyn, Betsy Craig, Frank Levindoski, Dan Styborski, Sean Sember, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

Title IV-D  
Funds for  
County

For information: Funds received for the Title IV-D Program by the Domestic Relations Section for calendar year 2019 were \$347,172. Fee collections and interest earned bring the total to \$353,391.29. These funds are now available for use by the county. In addition, the Tioga County Domestic Relations Section collected \$5,387,183.62 in support payments in 2019. These payments have a major impact on the families and children of Tioga County, and also reduce the costs of federal and state welfare programs paid for by the taxpayers.

Minutes

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the minutes of January 12, 2021.

Hire C. Pratt

For information:  
Hire – Christopher G. Pratt, full-time Deputy Sheriff, \$15.00/hr. with benefits, effective 2/22/21

Resignation  
S.Osborn

Resignation – Stephen Osborn, Support Services, effective 2/5/21  
Retirement – Michael Connolly, Assessment Office, effective 3/3/2021

Retirement  
M.Connolly

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the hire of Katey Pacific, full-time Dispatcher-in-Training, Dept. of Emergency Services, \$13.50/hr. with benefits, effective 2/4/21.

Hire K. Pacific

Promotion J.  
Douglass

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the promotion of James Douglass, from Dispatcher to Quality Assurance Coordinator, Dept. of Emergency Services, \$52,500/yr. with benefits.

Termination  
N.Mott

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the termination of Nicholas Mott, Caseworker, Dept. of Human Services, effective 1/12/21.

Appoint  
A.Goodrich to  
Housing Auth  
Board

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the appointment of Alan (Bob) Goodrich to the Board of Directors for the Tioga County Housing & Redevelopment Authority. He will finish the term recently vacated by William Roosa, ending April 2021.

County real  
estate tax  
refunds

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the following Tioga County real estate tax refunds: Cowanesque Valley Farms LLC, Nelson Twp., \$87.53; Godshall, Gerald & Laura, Osceola Twp., \$57.35; Emerson, Truby, Brookfield Twp., \$48.45; Heller, Daniel, Brookfield Twp., \$77.13; Sechrist, George & Robin, Jackson Twp., \$31.42; Kain, Clinton & Ryzewski, Kelli, Charleston Twp., \$94.03; Krystoff, Dominic & Chanel, Charleston Twp., \$52.53; Melton, Mary Jo, Charleston Twp., \$208.56; White, Adam & Patricia Ann, Wellsboro Borough, \$36.95; Phelps, James B. Sr. & Kathy, Delmar Twp., \$51.30; Rogers, Seth & Bonnie Sue, Delmar Twp., \$457.16; Gibson, Dennis & Lovenbury, Joan, Chatham Twp., \$26.92; Popa, Andrew & Morie-Popa, Gaye, Chatham Twp., \$41.70; Nauman, Dale & Nancy, Farmington Twp., \$34.20; Kearse, J. Thomas Revocable Trust, Gaines Twp., \$106.17.

UGI Energy  
agreements

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve agreements with UGI Energy Services for the period April 2021 through March 2023, for three accounts at the Courthouse and one account at the Dept. of Human Services; \$2.660DTH.

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

Adopt  
Resolution  
R-2-21

### **RESOLUTION AUTHORIZING HOME PROGRAM APPLICATION**

#### **Resolution R-2-21**

Resolved, by the Board of Commissioners of Tioga County, authorizing the filing of an Application for funds with the Department of Community and Economic Development (DCED) Commonwealth of Pennsylvania.

**WHEREAS**, the HOME Applicant is desirous of obtaining funds from DCED for affordable housing activities fundable under Title II of the National Affordable Housing Act of 1990 (42 U.S.C. 12701 et. seq and the implementing regulations at 24 CFR Part 92.

**NOW, THEREFORE, BE IT RESOLVED** that a housing need exists that has been identified in the local or state Consolidated Plan and the proposed housing activity addresses this need.

**BE IT FURTHER RESOLVED**, that the HOME Applicant has conducted the required citizen participation process.

**BE IT FURTHER RESOLVED**, that the HOME Applicant will assure the provision of the other necessary funds to make the activity feasible.

**BE IT FURTHER RESOLVED**, that the HOME Applicant will reimburse the commonwealth for any expenditures found by DCED to be ineligible.

**BE IT FURTHER RESOLVED**, that the appropriate officer of the HOME Applicant is directed to execute a certificate attesting to the adoption of this Resolution and to furnish a copy of this Resolution to DCED.

Attest: /s/ Derek Williams  
Tioga County Commissioners  
/s/ Mark L. Hamilton  
/s/ Roger C. Bunn  
/s/ Erick J. Coolidge

Agreement w/  
Wilson Consult  
Group for  
MCG

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve an engineering agreement with Wilson Consulting Group for the Marsh Creek Greenway north section (Hilboldt Road to SR287) and to complete Right of Ways plans south of Hilboldt Road to Fellows Avenue - \$71,354.65. This will be paid with Act 13 funds and is reimbursable through PA DOT.

Agreement w/  
EADS for roof  
projects;ext.  
stairs

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve an agreement with EADS Architects for roof replacement projects at the Historic Tioga County Jail, the Human Service Endurance building, and the Nypum building; and exterior stair construction at the Human Services Strength building - \$28,500.

Agreement w/  
EADS for  
Highland  
Chocolates

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve an agreement with EADS Architects for the Highland Chocolate building addition and renovation project, \$16,800. EADS will complete field investigations of the existing structure and provide a schematic design of the proposed renovations and building addition to the Highland Chocolate facility. The project team will look at demolishing the 1800's section of the building and coordinate the previously proposed addition with the replacement of new construction. Act 13.

Agreement w/  
Potter County  
for dispatching

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve an Inter-County Cooperative Communications Agreement between Tioga County and Potter County, for Tioga to provide Potter with dispatching services and receive both Wired and Wireless 911 calls. This is a five-year agreement with the following fees due on a quarterly basis from Potter County: Year 2021: \$20,895.92 per quarter; Year 2022: \$21,522.80 per quarter; Year 2023: \$22,168.48 per quarter; Year 2024: \$22,833.53 per quarter; Year 2025: \$23,518.54 per quarter.

Agreement w/  
MCM for HMP

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve an agreement with MCM Consulting Group, for the renewal of the Hazard Mitigation Plan. Term of agreement will continue until October 1, 2021; \$44,075.10.

MOU for 2021  
CAP, WIP

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve a Memorandum of Understanding with Bradford, Tioga and Potter Counties for the Countywide Action Plan to achieve specific nutrient and sediment reduction goals established as part of Pennsylvania's Phase 3 Watershed Implementation Plan (WIP). Bradford County will be the lead county for administration and oversight.

Lease w/ North  
Penn Comp  
Health for 267  
S.Main St.,  
Mansfield

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve a building lease agreement between Tioga County and North Penn Comprehensive Health Services for county property located at 267 South Main Street, Mansfield. Term of lease is 20 years: February 1, 2021 – February 1, 2041, \$250/month payable annually.

Larson Design  
Change order  
for bridge  
relocation for  
MCG

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to Approve a change order from Larson Design Group for the Howellville Bridge relocation, for the Marsh Creek Greenway project. The cost change is due to the extended project duration and additional submittal reviews. The Project schedule extended from 3 months to approximately 9 months due to COVID-19 and utility relocation delays. Cost for the change is \$1,648.76, for a new contract value of \$9,048.76.

SAVIN 2021  
agreement

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve a SAVIN Maintenance and Service Agreement between the PA District Attorney's Institute and Tioga County, for the period January 1, 2021 – December 31, 2021.

DHS – 3  
agreements

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 three 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 March 9, 2021.

The meeting adjourned at 10:23 a.m.

\_\_\_\_\_  
Mark L. Hamilton

Attest: \_\_\_\_\_  
Janice Chamberlain

\_\_\_\_\_  
Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:23 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Marc Rice, Josh Zeyn, Betsy Craig, Dan Styborski, Sean Sember, and press representative Natalie Kennedy.

Minutes

A motion was made by Kera Hackett, seconded by Roger C. Bunn, and unanimously carried upon vote of three ayes and no nays to approve the minutes of January 12, 2021.

The meeting adjourned at 10:11 a.m.

Attest: \_\_\_\_\_  
Janice Chamberlain

\_\_\_\_\_  
Mark L. Hamilton

\_\_\_\_\_  
Roger C. Bunn

\_\_\_\_\_  
Kera Hackett