

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: Roger C. Bunn, Erick J. Coolidge, and Mark Hamilton. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Marc Rice, Kera Hackett, Nancy Clemens, Becky Briggs, Betsy Craig, Deb Crawford, Kerry Nelson and Nat Kennedy, press.

Pledge of Allegiance

Public Comments – (agenda items)  
None

Minutes A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the minutes of October 9, 2018.

Hire C. Vermilya For information:  
Hire - Clinton Vermilya, Deputy Sheriff, effective 10/15/18, \$15.00/hr. with benefits  
Resignation – Ingvar Vining, Children & Youth, DHS, effective 10/9/18  
Resignation I. Vining, A. Perry Amy Perry, Auditor, effective 10/12/18

Hire N. Lowry A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Nichole Lowry, Foster Care Caseworker 1, Family Services, \$14.75/hr. with benefits.

Promotion T. Tanner A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the promotion of Trish Tanner, to Placement Liaison (C&Y Program Specialist), Family Services, \$38,480/yr. with benefits.

Termination B. Thomas A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the termination of Bobbi Jo Thomas, part-time Corrections Officer, Tioga County Prison, effective 10/18/18.

Use of Green 12/1/18 A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve use of the Green and parking lot on Saturday, December 1, 2018, for the annual Dickens of a Christmas.

2019 Holiday calendar A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the 2019 holiday calendar for County employees.

Settlement Agreement w/ Avanco Intl. A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a Settlement Agreement and Mutual Limited Release between Tioga County and Avanco Int'l., resulting in a payment of \$5,033.03 by Avanco, on behalf of Tioga County, to the County Commissioners Association of Pennsylvania. Avanco provides access to the Child Accounting and Profile System (CAPS) to employees of the County's Children & Youth department. A dispute arose in May 2017 regarding the security of the confidential information in CAPS.

Ehrlich agreement A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve an agreement with Ehrlich for pest management service at Nypum building (\$461) and the Dept. of Human Services Administration building (\$225).

EADS – Amendment #2 A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a Professional Services Agreement Amendment #2 with EADS Architects for the Tioga County Historic Jail and the Dept. of Human Services Endurance building renovation projects - \$17,900. Act 13.

County real estate tax refunds A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Kettle Creek Hunting Club, Elk Twp., \$79.41; David & Shelley Haslund, Jr., Lawrenceville Borough, \$199.30; Skat Oil Co., Lawrenceville Borough, \$79.38; Paul & Ellen Brower et al, Middlebury Twp., \$5.46.

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

Tioga County  
Fair Housing Resolution  
R-16-18

Adopt Resolution R-16-18 **LET IT BE KNOWN TO ALL PERSONS** of Tioga County that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status(families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry. It is the policy of Tioga County to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry. Therefore, Tioga County does hereby pass the following resolution.

**BE IT RESOLVED**, that within available resources Tioga County will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filling the complaint.

**BE IT FURTHER RESOLVED that** Tioga County shall make publically known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the Pennsylvania Human Relations Act, and any local laws or ordinances.

**FURTHER ACTION** will at a minimum include, but not to be limited to:

- (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and
- (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
- (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
  - a. Public advertisements for vacancy or discussing the program
  - b. Applications for assistance
  - c. Contracts
  - d. Municipal letters dealing with the federal programs

Approved at the regularly scheduled meeting of Tioga County held October 23, 2018.

/s/ Roger C. Bunn, Chairman, Tioga County Commissioner  
 /s/ Erick J. Coolidge, Tioga County Commissioner  
 /s/ Mark L. Hamilton, Tioga County Commissioner

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three eyes and no nays to adopt the following Resolution:

Adopt  
Resolution  
R-17-18

**RESOLUTION AUTHORIZING  
 2016 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION  
 Resolution Number: R-17-18**

**RESOLVED**, by the Board of Commissioners of Tioga County

**THAT** an application to the Pennsylvania Department of Community and Economic Development for a Community Development Block Grant in the amount of \$252,576 is hereby approved. A copy of the application in all detail is made part of this resolution and marked EXHIBIT A.

The Chairman of the County Commissioners is authorized to sign the application, the required statement of Assurances, Disclosure Report and Administration Agreement with the Tioga County Housing Authority.

ATTEST:  
 /s/ Derek Williams, Chief Clerk  
 Date: 10/23/2018

TIOGA COUNTY COMMISSIONERS:  
 /s/ Roger C. Bunn, Chairman  
 Erick J. Coolidge  
 Mark L. Hamilton

3 DHS  
agreements

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three eyes and no nays to approve three agreements for the Department of Human Services. A listing is attached.

Public Comment –  
None

The meeting adjourned at 10:12 a.m.

Attest: \_\_\_\_\_  
Derek Williams

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Roger C. Bunn

\_\_\_\_\_  
Erick J. Coolidge

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