

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, Sara Rice, Marc Rice, Sean Sember, Dan Styborski, Keren Clark, Louise Ficca, Brian Plume, Becky Briggs, Chris Perry, Betsy Craig, and press representative Natalie Kennedy.

Pledge of Allegiance

For information –

- The Liberty Elementary School was recently recognized as a National Blue Ribbon School. They are one of only 14 schools to receive this award in Pennsylvania. The recognition is based on a school's overall academic performance or progress in closing achievement gaps among student subgroups.
- Per Purdon's section 2657 (c), effective October 13, 2020, the Tioga County Board of Elections authorizes the Director of Elections to appoint poll workers as needed, at County polling locations that have vacancies, to serve during the 2020 General election on November 3, 2020.
- Commissioner Roger Bunn announced that today is the United States Navy's 245 birthday.
- Brian Plume, from the Bureau of Forestry, talked about an open burning advisory.

Open burning advisory

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 enact an open burning advisory (advisory attached to these minutes).

Public Comments (agenda items) – None

Minutes

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 minutes of September 15, 2020.

Resignation – S.Mengee

For information:

Resignation – Stevan Mengee, Deputy Sheriff, effective 10/2/2020

Promotion – Scott Clemens, to Director of Court Security, \$47,000/yr. with benefits, effective 10/13/2020

Promotion – S.Clemens

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 promotion of Sara Rice to Human Services Administrator, \$75,000/yr. with benefits, effective 10/5/2020.

Promotion – S.Rice

Promotion – C.Hilfiger

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 promotion of Christa Hilfiger to Children & Youth Assistant Administrator, \$58,000/yr. with benefits, effective 10/5/2020.

2021 holiday calendars

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 2021 holiday calendars for County employees and 911 dispatchers.

Act 13 funding for EMT scholarships

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 funding of \$30,000 from the Act 13 fund, to the Department of Emergency Services to cover additional EMS student scholarships.

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: Matthew & Sierra Eldridge, Clymer Twp., \$28.64; Belinda Cole, Gaines Twp., \$158.13; Philip & Rita Stoneback, Gaines Twp., \$76.90; Randy & Nancy Williams, Middlebury Twp., \$30.35; Anita Schonwalder, Westfield Twp., \$28.65.

Richard McCoy Contract

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 contract with Richard McCoy, to serve as the Title IV-D attorney for Domestic Relations \$85.00/hr., for the term October 1, 2020 - September 30, 2025.

Appoint L.Ficca to Housing Auth Board

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 appointment of Louise Ficca to the Board of Directors for the Tioga County Housing Authority, serving as the Tenant Representative.

Davis-Ulmer contract

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 inspection agreement with Davis-Ulmer for the Prison fire pump, \$700.

Dane's Lawn Care contract

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 proposal from Dane's Lawn Care and Landscaping for mowing, weed eating, and cleanup at the new Mansfield District Justice building - \$60.00 per time as needed.

Dane's Lawn Care contract

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 Dane's Lawn Care and Landscaping for plowing, salting, and shoveling/blowing sidewalks at the new Mansfield District Justice building. Plowing - \$80.00; salt parking lot - \$50.00; shoveling/blowing sidewalks - \$40.00; salt sidewalks - \$15.00. Prices are per time as needed.

CBF Contr. – change order

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 to current contract #2020-1, with CBF Contracting, for courthouse renovations for social distancing - \$104,600. This will be paid with CARES Act funds.

Lease with 126
Main Street

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 lease agreement between the County of Tioga (Landlord) and R. Lowell Coolidge and Priscilla M. Walrath dba Walrath & Coolidge (Tenant) of 126 Main Street, Wellsboro. Rent is \$1,000 per month, and the term of the lease of from October 1, 2020 through December 31, 2026.

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-14-20

RESOLUTION NO. R-14-20

BE IT RESOLVED by the County Commissioners in Tioga County, Pennsylvania, that the Chairman be authorized and directed to sign the attached Multimodal Transportation Fund Grant Agreement.

Date: October 13, 2020
Attest: /s/ Derek Williams, Chief Clerk

Tioga County
/s/ Erick J. Coolidge, Chairman

CERTIFICATION

I, Derek Williams, Chief Clerk of Tioga County, Pennsylvania do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted at a regular meeting of the Tioga County Commissioners held on October 13, 2020.

Date: October 13, 2020 /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 the following Resolution:

Resolution
R-15-20

**Tioga County
Resolution No. R-15-20**

Be it RESOLVED, that the County of Tioga, hereby requests a Multimodal Transportation Fund grant of \$1,495,000 from the Commonwealth Financing Authority to be used for construction of Phase II of the Marsh Creek Greenway trail project.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Kerry Nelson (Director of Community Development) and Erick J. Coolidge (Chair, Board of Commissioners) as the official(s) to execute all documents and agreements between the County of Tioga and the Commonwealth Financing Authority 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 October 13, 2020 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 Tioga County, Pennsylvania, this 13th day of October, 2020.

/s/ Derek Williams, Chief Clerk Tioga County

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-16-20

**R-16-20
RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL
MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Commissioners of Tioga County resolves and certifies that it will provide Endless Mountains Transportation Authority local funds in the amount of \$37,048.95 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2020-21.

Further, the Board of Commissioners resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2021. The following schedule indicates dates and payments to eligible local matching funds:

Payment Date	Payment Amount
January 30, 2021	\$18,524.48
March 30, 2021	\$18,524.47

I, Erick J. Coolidge, Chairperson of the Board of Commissioners of Tioga County do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Tioga County Commissioners held the 13th day of October, 2020.

By: /s/ Erick J. Coolidge Date: 10/13/2020
/s/ Mark L. Hamilton
/s/ Roger C. Bunn

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 the following Resolution:

Resolution
R-17-20

R-17-20
Designation of Agent Resolution
For DR 4506 COVID 19

BE IT RESOLVED BY Board of Commissioners of Tioga County that David Cohick, Director, Emergency Services is hereby authorize to execute for and in behalf of Tioga County, 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 13th day of October, 2020.

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

CERTIFICATION

I, Derek Williams, duly appointed and Chief Clerk of Tioga County, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Commissioners of Tioga County on the 13th day of October 2020.

/s/ Derek Williams, Chief Clerk Date: 10/13/2020

DHS – 16
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 16 agreements for the Dept. of Human Services. A listing is attached.

Public Comment –

Erick Coolidge – advisory of mask wearing; increase of positive COVID-19 numbers in County; mail in ballot process

The next meeting of the Tioga County Board of Commissioners is scheduled for November 17, 2020.

The meeting adjourned at 10:39 a.m.

Erick J. Coolidge

Attest: _____
Derek Williams

Mark L. Hamilton

Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:39 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, Sara Rice, Marc Rice, Sean Sember, Dan Styborski, Keren Clark, Louise Ficca, Brian Plume, Becky Briggs, Chris Perry, Betsy Craig, and press representative Natalie Kennedy.

Minutes 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 the minutes of September 15, 2020.

Create Director of Court Security 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 creation of the position of Director of Court Security, \$47,000/yr. with benefits.

Create C&Y Asst. Admin. 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 the creation of the position of Children & Youth Assistant Administrator in the Family Services unit at the Dept. of Human Services, \$58,000/yr. with benefits.

The meeting adjourned at 10:41 a.m.

Attest: _____
Derek Williams

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett