

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 Janice Chamberlain, Casey Zuchowski, Marc Rice, Kera Hackett, Josh Zeyn, Jen Cochran, David Cohick, Deb Crawford, Chris Perry, Becky Briggs, Marie Seymour, Dan Styborski, Joy Childs, Bob Goodrich, Sam VanLoon, Sandra Olson, Shane Nickerson, Cindy Copp, Jessica Barron and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

Appointment of poll workers at general election

For information – Per Purdon’s section 2657 (c), effective October 10, 2023, 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 2023 General election on November 7, 2023.

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 September 12, 2023.

Hire C. Spiegel

For information, hired Cody Spiegel, full-time Deputy Sheriff, \$17.00/hr. with benefits.

Resignations
C.Lash
M.Horne
M.Painter
C.Miles

For information, the following resignations were received:
Courtney Lash, 911 Dispatcher, effective 9/9/23
Melanie Horne, Family Services, effective 10/2/23
Maria Painter, Prothonotary’s Office, effective 10/3/23
Corey Miles, Prothonotary’s Office, effective 10/17/23

Hire
M.Gehringer

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 Melanie Gehringer, Foster Care Caseworker 1, Family Services, \$17.50/hr. with benefits.

Hire M.Cheek

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 Matthew Cheek, Records Retention and Maintenance Support Coordinator, \$18.00/hr. with benefits.

Hire P.Rarig

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 Patrick Rarig, Maintenance Worker 2, \$16.25/hr. with benefits.

Hire J.Wolfe

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 Jaclyn Wolfe, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits.

Hire J.Hines

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 Jason Hines, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits.

County real estate tax refund

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 County real estate tax refund for Gary R. & Joanne Lynn Butters Living Trust, Richmond Township, \$53.04.

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:

Adopt
Resolution
R-17-23

RESOLUTION
2023 Community Development Block Grant application

R-17-23

A Resolution of the **Board of Commissioners of Tioga County**, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act [42 USC 5301 and 24 CFR Part 570], and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that the **Board of Commissioners of Tioga County**, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the **Board of Commissioners of Tioga County**, has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, the **Board of Commissioners of Tioga County**, have undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, the **Board of Commissioners of Tioga County**, are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, **Board of Commissioners of Tioga County**, wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the **Board of Commissioners of Tioga County**, that its **Chair** is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the **Board of Commissioners of Tioga County**, agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the **Chair** of the **Board of Commissioners of Tioga County**, is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the **Board of Commissioners of Tioga County**.

Adopted by the **Board of Commissioners of Tioga County**, at their regular meeting on October 10, 2023.

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

Keystone
Comm. – radio
upgrade for
schools

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 Keystone Communications for a county-wide radio upgrade for the three school districts (Northern Tioga, Southern Tioga, and Wellsboro). The upgrade will allow the schools to communicate with their buses, as well as allowing visibility of where the buses are if there is an issue; up to \$50,000 per school district. Act 13.

Johson
Controls –
security
cameras

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 Johnson Controls for five security cameras for the Veteran Affairs building - \$10,070. Act 13.

Cleveland Bros
generator
maintenance

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 (10/1/23 – 9/30/24) preventative maintenance agreement with Cleveland Brothers Equipment for 12 generators (located at the courthouse, tower sites, and Emergency Services) - \$16,802.

GabrielFera
contract
extension

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 contract extension with current county solicitor firm GabrielFera for the term 1/1/24 – 12/31/26. Rates for the following three years: 2024: \$155,000 (same as 2023); 2025 and 2026: \$160,000.

2024 holiday
calendar

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 2024 holiday calendar for county employees and the 2024 holiday calendar for 911 Dispatchers.

DHS – 14
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 14 agreements for the Dept. of Human Services. A listing is attached.

Public Comment –

Jessica Maren – with the “Moving Wall Project”; coming back to Tioga County July 10-15, 2024; funding assistance requested

The next meeting of the Tioga County Board of Commissioners is scheduled for November 14, 2023.

The meeting adjourned at 10:16 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:16 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, Roger C. Bunn, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Marc Rice, Josh Zeyn, Jen Cochran, David Cohick, Deb Crawford, Chris Perry, Becky Briggs, Marie Seymour, Dan Styborski, Joy Childs, Bob Goodrich, Sam VanLoon, Sandra Olson, Shane Nickerson, Cindy Copp, Jessica Barron and press representative Natalie Kennedy.

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 12, 2023.

The meeting adjourned at 10:16 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett