

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, Sara Rice, Josh Zeyn, Kaye Aumick, David Cohick, Bill Shertzer, Chris Perry, Betsy Craig, Becky Briggs, Sandra Olson, Jamie Cook, Tim Cleveland, Jodi Stevens, Joy Childs, Cindy Copp, Bob Goodrich, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

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 July 11, 2023.

Hire
M.Campbell For information, hired Max Campbell, full-time Sheriff's Deputy, \$17.00/hr. with benefits.

Retired –
D.Townsend Retirement - Dianna Townsend, Judicial Line Staff, effective 12/29/23
Resignation –
D.Uselton Resignation – Donna Uselton, Cook, Tioga County Prison, effective 7/21/23
M.Steinbrunner Madyson Steinbrunner, Foster Care Caseworker, effective 7/26/23
Rescinded –
S.Garrison Rescind resignation – Samuel Garrison, Drug & Alcohol Case Coordinator

Declination –
B.VanOrsdale For information, the following position declinations were received:
G.Wagner Brittney VanOrsdale – 911 Dispatcher
M.Stager Gene Wagner – 911 Dispatcher
J.Welfling Mary Stager – 911 Dispatcher
Jon Welfling – Maintenance Worker 2

Hire J.Weis 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 Jenavieve Weis, Caseworker 1, Intake Unit, Family Services, \$18.00/hr. with benefits.

Hire
E.Heckman 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 Ethan Heckman, Dispatcher-in-Training, Dept. of Emergency Services, \$15.00/hr. with benefits.

Hire A.Hoover 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 Andrea Hoover, Head Nurse, Tioga County Prison, \$30.00/hr. with benefits.

Promotion
J.Cochran 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 Jennifer Cochran to Marsh Creek Greenway Planning Specialist, \$23.00/hr. effective 7/17/23.

Transfer
A.Marsh 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 transfer of Ashlie Marsh, from Deputy, Sheriff's Office, to Drug and Alcohol Case Management Supervisor, Dept. of Human Services, \$20.00/hr. with benefits.

Use of Green 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 use of the Green on August 25, 2023, 6:00 p.m. for Pastor Weatherell of Trinity Lutheran Church, for a "blessing of the backpacks" for the new school year.

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 and courthouse parking lot for the annual Dickens of a Christmas, December 2, 2023.

County real estate tax refund 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 County real estate tax refund for Corey & Melissa Baker, Delmar Township, \$806.37.

Verdin 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 maintenance agreement from Verdin, for the exterior courthouse clock, \$695.

Penoco proposal 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 Penoco for the removal and disposal of asbestos materials from the Veterans Affairs office, \$7,812. Act 13. This must be completed before renovations can begin.

Land Services Group – Survey 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 Land Services Group to survey for a land swap subdivision of equal acreage, between Tioga County and the Commonwealth of Pennsylvania, on Shumway Hill Road, Wellsboro, \$2,000. Act 13. This land swap will provide additional parking at the Veteran's Affairs clinic once renovations are complete.

Larson Design Group – dam inspections, EAP 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 Larson Design Group, Tioga County's engineer, for inspection of the County's three dams (Griffin – Clymer Twp., Eberle – Westfield, Kelsey Creek – Wellsboro), \$13,400; and to update the County's Emergency Action Plan as required by the Dept. of Environmental Protection, \$13,900, for a total of \$27,300. This plan is required due to these three dams being considered High Hazard Dams. Paid with Landfill Escrow account funds.

Cleveland Bros agreement

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 annual preventative maintenance agreement with Cleveland Brothers Equipment, Co. for the generator at the Dept. of Human Services - \$1,463.

VA – lease amendment

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 amendment with the U.S. Dept. of Veterans Affairs, extending the lease for the Veteran’s Affairs clinic on Shumway Hill Road, Wellsboro, through 7/31/2026.

VA – reimburse County for clinic reno

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 lease amendment with the U.S. Dept. of Veterans Affairs, to include reimbursement to Tioga County for the renovations to the Veteran’s Affairs clinic on Shumway Hill Road, Wellsboro - \$920,800 (\$170,800 towards architectural/engineering services, and \$750,000 for the build-out). These funds will reimburse the Act 13 account.

Develop Tioga- Whole Home Repairs 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 an amended agreement with Develop Tioga, who will administer the COVID-19 ARPA Whole Home Repairs Program grant, on behalf of Tioga County. A total of \$337,207 has been received. The administration fees will be split between the Tioga County Housing Authority, who prepared and submitted the Program application, and Develop Tioga for the administration of the Program.

H&P Const. Proposal

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 H&P Construction for additional clearing and grubbing on Pine Creek Rail Trail - \$14,282. Act 13.

Wilson Consulting Proposal

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 Wilson Consulting Group for alternate design and site oversight of the Pine Creek Rail Trail southern section - \$16,720. Revised agreement total: \$453,285.18. Act 13.

H&P Const. Letter of Credit

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 acknowledge a Letter of Credit for Pine Creek Rail Trail project from H&P Construction in the amount of \$443,325. This credit to the County is with the understanding that the details for the expense of disposing material that is yet to be excavated and/or stored properly on site, needs to be addressed. Act 13.

DHS – 30 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 30 agreements for the Dept. of Human Services. A listing is attached.

Public Comment

Public Comment –

- Tim Cleveland – the Tioga County VA office and clinic is the only joint location in the state of PA; Tioga County serves 21% of the total veteran population in PA; Tioga County is the 2nd largest serving office, with an approximate case load of 1800; between 8/1/22 – 7/30/23, County has brought in \$18.7 Million in benefits for veterans
- Roger Bunn – US Coast Guard birthday 8/4, established in 1790; Vietnam conflict began in August 1964; Purple Heart Day is 8/7; on 8/14/1945, Japan surrendered unconditionally; Senior Citizen Day is 8/21; there will be a POW/MIA service on the Green in Wellsboro 9/15/23 at 6:00 p.m.
- David Cohick – enhancement of 911 system for Tioga/Potter Counties; NexGen911
- Bill Shertzer – from PEMA; 50% of PA is up and running with NexGen 911
- Mark Hamilton – 911 surcharge prior to YE 2023 needs to be pushed through to help sustain operations
- Cindy Copp – bridges on southern section of Pine Creek Rail Trail

The next meeting of the Tioga County Board of Commissioners is scheduled for September 12, 2023.

The meeting adjourned at 10:35 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 10:35 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, Sara Rice, Josh Zeyn, Kaye Aumick, David Cohick, Bill Shertzer, Chris Perry, Betsy Craig, Becky Briggs, Sandra Olson, Jamie Cook, Tim Cleveland, Jodi Stevens, Joy Childs, Cindy Copp, Bob Goodrich, 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 July 11, 2023.

D. Irwin – rate increase A motion was made by Roger C. Bunn, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a \$1.50/hr. rate increase for Danielle Irwin, Probation Officer, who has completed the required training in order to be moved to a “fully qualified” status, as stipulated in the union contract.

The meeting adjourned at 10:36 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett