

The regular meeting of the Tioga County Commissioners was called to order today at 10:00 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, and Mark L. Hamilton. Also present were Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, Deb Crawford and Max Harrison. Members of the public included Nicholas Lalic, Lisa Everett and press representatives Natalie Kennedy and Cheryl Clarke.

Pledge of Allegiance

For information –

- The May 26th Board of Commissioners meeting will be held at 7:00 p.m. at the Wellsboro Borough building
- County Aid applications from Townships/Boroughs are due by August 3, 2015

Public Comments – (agenda items):

None

Minutes

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 minutes of April 21, 2015.

Hire S. Henry

For information, hired Scott Henry as part-time Bailiff, \$11.14/hr., no benefits.

Hire M. Wood

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 hire of Megan Wood, full-time Administrative Assistant, Veteran's Affairs, \$10.00/hr. with benefits.

Hire L. Kluge

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 Laura Kluge, full-time Fiscal Assistant, \$12.00/hr. with benefits.

Hire L.
Williams

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 hire of Luann Williams, full-time Custodian, Support Services, \$8.19/hr. with benefits.

Hire C.
Smithgall

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 hire of Carla Smithgall, full-time Custodian, Support Services, \$8.19/hr. with benefits.

Hire C. Learn

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 Christopher Learn, Government Services Intern, CORE, \$7.61/hr., no benefits.

Hire G.
Regalbuto

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 Gabriella Regalbuto, Government Services Intern, CORE, \$7.61/hr., no benefits.

Hire K. Strange

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 Kalene Strange, Government Services Intern, CORE, \$7.61/hr., no benefits.

Hire B.
McLean

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 Brandon McLean, Government Services Intern, CORE, \$7.61/hr., no benefits.

Hire A. Ceece

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 Alexis Ceece, Ongoing Integrated Caseworker 1, Family Services, \$14.25/hr. with benefits.

Hire T. Tanner

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 Trisha Tanner, Ongoing Integrated Caseworker 1, Family Services, \$14.25/hr. with benefits.

Hire B. Waltz

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 Brandi Waltz, Ongoing Integrated Caseworker 1, Family Services, \$14.25/hr. with benefits.

Hire K.
Mulhearn

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 Kelly Mulhearn, Ongoing Integrated Caseworker 1, Family Services, \$14.25/hr. with benefits.

Promote S.
Williams

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 Sara Williams from Government Services Intern, CORE, to Ongoing Integrated Caseworker 1, Family Services, \$14.25/hr. with benefits.

Transfer J.
Schultz

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 transfer of Jennifer Schultz, from Clerk Typist 2, Support Services, to Records Retention Coordinator, Courthouse, \$14.00/hr. with benefits.

Resignation
N. Burgett

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 resignation of Nathan Burgett, full-time Dispatcher, Dept. of Emergency Services, effective 4/27/15.

Resignation
E. Berguson

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 resignation of Emily Berguson, Custodian, effective 5/7/15.

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 issue the following Proclamation:

Issue
Proclamation
EMS Week

Proclamation
To Designate the Week of May 17-23, 1015
Emergency Medical Services Week

Whereas, emergency medical services is a vital public service; and

Whereas, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

Whereas, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

Whereas, emergency medical services providers have traditionally served as the safety net of America's health care system; and

Whereas, emergency medical services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators, and others; and

Whereas, approximately two thirds of all emergency medical services providers are volunteers; and

Whereas, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

Whereas, Americans benefit daily from the knowledge and skills of these highly trained individuals; and

Whereas, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

Whereas, injury prevention and the appropriate use of the EMS system will help reduce national health care costs; and

Now, therefore, the Commissioners of Tioga County, in recognition of this event, do hereby proclaim the week of May 17-23, 2015

EMERGENCY MEDICAL SERVICES WEEK

and encourage the community to observe this week with appropriate programs, ceremonies and activities.

Date: 5/12/2015 /s/ Roger C. Bunn
Attest: /s/ Derek Williams /s/ Erick J. Coolidge
/s/ Mark L. Hamilton

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 issue the following Proclamation from PA Governor Wolf for Corrections Employee Week, May 3-9, 2015:

Issue
Proclamation
Corrections
Employee
Week

Commonwealth of Pennsylvania
Governor's Office

Proclamation
Corrections Employee Week
May3-9, 2015

WHEREAS, Pennsylvania's correctional system is the oldest in the nation, evolving from the establishment of Philadelphia's Walnut Street Jail in 1773 and the Eastern Penitentiary in 1829; and

WHEREAS, the "Pennsylvania System", as it became known, was the leading influence in the development of penology throughout the 19th Century and the forerunner of modern corrections; and

WHEREAS, today, Pennsylvania faces new and difficult challenges in corrections. With 25 state correctional institutions, one motivational boot camp, a training academy, 13 community corrections centers, 43 contract facilities, 63 county prisons and jails and 15 federal facilities and offices, our correctional facilities house more than 101,000 inmates; and

WHEREAS, the secure and safe operation and management of those facilities on a daily basis rests in the hands of more than 31,000 trained, skilled, and dedicated corrections professionals. They are administrators, corrections officers, counselors, treatment specialists, educators, clerical support staff, business administrators and purchasing agents, personnel and labor relations specialists, clergy, medical professionals, food service specialists, computer technicians, planners and research analysts, and skilled craftspeople upon whose skills, efficiency, and professionalism the functions of the Pennsylvania correctional system depends; and

WHEREAS, although each of these dedicated professionals work in a different field and specialize in a specific area, all are committed to a common goal: the secure, safe and humane operation of our Commonwealth's correctional facilities where employees work to reduce future crime through the delivery of programs to change offenders' criminal behavior.

THEREFORE, I, Tom Wolf, Governor of the Commonwealth of Pennsylvania, do hereby proclaim May 3-9, 2014 as CORRECTIONS EMPLOYEE WEEK in Pennsylvania. I encourage all Pennsylvanians to recognize the vital role these dedicated professionals play in ensuring the effective operation of our correctional system in the interest of public safety.

<SEAL> GIVEN under my hand and the Seal of the Governor, at the City of Harrisburg, on this twenty-first day of April in the year of our Lord two thousand and fifteen, and of the Commonwealth the two hundred and thirty-ninth.
/s/ Tom Wolf, Governor

Approve
County Aid
applications

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 Aid applications: Shippen Township: \$1,493.50; Brookfield Township, \$1,696.00; Lawrence Township, \$4,439.00; Middlebury Township, \$3,426.00; Elkland Borough, \$3,174.50; Farmington Township, \$3,334.00; Gaines Township, \$1,989.00; Clymer Township, \$3,015.50.

Adopt
Resolution
R-5-15

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:

RESOLUTION
R-5-15

WHEREAS, during the design and field investigations for the Courthouse additions and improvements project, it was observed that the Courthouse cupola/dome appeared to be unstable and in a deteriorated condition; and

WHEREAS, the upper section of the dome structure is currently in a compromised condition as the wind is causing lateral movement; the wood columns forming the four corners of the dome structure are damaged/decayed at the bases; the metal rod that supports the weather vane and penetrates the dome/roof is loose and moves freely with the slightest wind and further movement of the rod has significantly damaged the copper ball at the top of the dome creating a source for water leaks; and several of the seams of the copper dome have loosened or split and water is penetrating the roof.

WHEREAS, these problems must be addressed immediately; and

WHEREAS, this has not been budgeted, will cost over \$10,000 and is an emergency and in the County Code, Article XVIII, Contracts, Section 1802 (b) states that "The requirements of this subsection need not be followed in cases of emergency, but in such cases the actual emergency shall be declared and stated by resolution of the commissioners."

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners will take appropriate action to have the cupola and dome repaired.

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

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:

Resolution R-6-15

Adopt
Resolution
R-6-15

Resolution of the Board of Commissioners of the County of Tioga ("County") authorizing the submission of an application for funding to the Commonwealth of Pennsylvania for the Redevelopment Assistance Capital Program ("RACP") Grant in the amount of One Million Dollars (\$1,000,000) for the purpose of constructing the Wellsboro Community Athletic Complex Project located in the Borough of Wellsboro, Tioga County; and further authorizing the Chairman of the Board of Commissioners to execute a Cooperation Agreement and certain other documents as required.

Whereas, the Office of the Budget notified the County that the Governor of the Commonwealth of Pennsylvania has authorized the release of One Million Dollars (\$1,000,000) in RACP funds (the "Grant") for certain site preparation and construction activities associated with the Wellsboro Community Athletic Complex Project (the "Project") located in the Borough of Wellsboro, Tioga County, Pennsylvania, and has requested the County prepare and submit a formal and complete RACP application on behalf of the subapplicant, Wellsboro Area Education Foundation (the "Subapplicant") to the Office of the Budget; and

Whereas, the Project will benefit the County and the community and, therefore, the County supports the Project; and

Whereas, the County has agreed to act as the public applicant as part of the Grant approval process and administration; and

Whereas, the County and the Subapplicant have agreed to enter into a Cooperation Agreement substantially similar to the Cooperation Agreement attached hereto and incorporated herein as Exhibit "A".

Now, therefore be it resolved by the Board of Commissioners of the County that the County supports the Grant to the Subapplicant in the amount of One Million Dollars (\$1,000,000) for the purpose of completing the Project and agrees to serve as the public applicant for the Grant and to administer the Grant funds, in accordance with all statutory and program requirements, to effectuate the construction of the Project.

Be it further resolved, that the Chairman of the Board of Commissioners is hereby authorized to execute the Grant application and the Grant Agreement on behalf of the Subapplicant and to execute any other documents necessary to effectuate receipt of the Grant for the Project.

Be it further resolved, that the Chairman of the Board of Commissioners is hereby authorized to execute a Cooperation Agreement substantially in the form of the Cooperation Agreement attached hereto, as may be revised, provided that any such revision is found to be satisfactory to the County and the County Solicitor.

Be it further resolved, that the Secretary of the County is hereby authorized to execute a certificate attesting to the adoption of this Resolution No. R-6-15.

Approved and adopted this 12th day of May, 2015.

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

Agreement with Wellsboro Area Education Foundation for RACP Grant

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 an agreement between the County of Tioga and the Wellsboro Area Education Foundation for the receipt of a \$1,000,000 Redevelopment Assistance Capital Program Grant, to fund activities associated with the Wellsboro Community Athletic Complex, to be owned and used by the Wellsboro Area Education Foundation.

Agreement w/ IDA for RACP Grant

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 an agreement between the County of Tioga and the Tioga County Industrial Development Authority, on behalf of Soldiers + Sailors Memorial Hospital, who has received a \$2,000,000 Redevelopment Assistance Capital Program Grant for the construction of a medical office building in Mansfield.

Agreement w/ Jesse Fiske Sr.

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 Jesse L. Fiske, Sr., LLC for the emergency repair of the Courthouse cupola and dome, \$44,060 – Act 13.

Agreement w/ Jesse Fiske Sr.

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 an agreement with Jesse L. Fiske, Sr., LLC to repair the column bases at the entrance of the old courthouse, \$8,480 – Act 13.

Agreement w/ Stuart Lisowski Excavation

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 proposal from Stuart Lisowski Excavation to re-grade and install drainage in the Highland Chocolate Factory parking lot, \$5,204.65 – Act 13.

Amendment to EADS agreement

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 Amendment #2 to the Agreement between County of Tioga and EADS Architects, Inc. for additional services as required for the Courthouse Additions and Improvements Project.

Agreement w/ Dincher & Dincher for tree removal

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 a proposal from Dincher & Dincher Tree Surgeons to remove a birch tree and stump, \$800.00 – Act 13. Removal of tree is necessary in order to complete the work necessary for the Courthouse Additions and Improvements Project.

HVAC agreement for Prison

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 one-year preventative HVAC maintenance agreement with McClure Company at the Tioga County Prison, \$8,998.

Agreement w/ Brooks Petroleum

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 an agreement with Brooks Petroleum to remove a 2,000 gallon fuel tank and dispose of remaining fuel oil from tank; take 3 soil samples; backfill and grade - \$4,646 – Act 13.

Revised Scholarship Agreement with MU

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 revised Scholarship Fund Gift Agreement between the Tioga County Board of Commissioners and The Mansfield University Foundation, Inc. The agreement expands the programs that are eligible for First Responders to apply for funds.

Office lease for Conservation District

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 a ten-year office lease with the Tioga County Soil Conservation District, who will lease the former Fiscal Building at the Human Services complex, \$1,458.33 per month.

Purchase of metal detector

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 purchase of a new metal detector from CEIA USA for use at the new temporary entrance during courthouse construction. Upon completion of the new courthouse entrance, the metal detector will be moved to the lobby for use, \$6,860 – Act 13.

Purchase of
tech. equip. for
EMS

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 purchase of equipment, installation and warranty for technology equipment for the emergency management agency from Haverford Systems, Inc., \$69,578 – Act 13. This cost is within budget.

Agreement
with Mountain
Research for
St. James

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 Mountain Research, LLC to conduct asbestos-containing material(s) and lead based paint sampling at the St. James facilities in Mansfield, \$5,000. Bulk asbestos sample costs will be \$12.00 per sample. Act 13.

Agreements/
Amendments
for DHS

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 three Agreements/Amendments for the Department of Human Services:

- Crossroads Counseling – Amendment #1 for D&A Outpatient Services
- Samuel, Paul & Hahn, Jennifer – 14/15 Resource Family/Respite Service
- Stocum, Duane & Virginia – 14/15 Resource Family/Respite Service

Public Comment –
Nicholas Lalic – the Civilian Conservation Corp.

The meeting adjourned at 10:56 a.m.

Attest: _____
Derek Williams

Roger C. Bunn

Erick J. Coolidge

Mark L. Hamilton

The regular meeting of the Tioga County Salary Board was called to order today at 10:57 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, Mark L. Hamilton, and Kera Hackett. Also present were Derek Williams, Janice Chamberlain, Casey Zuchowski, Deb Crawford and Max Harrison. Members of the public included Lisa Everett and press representatives Natalie Kennedy and Cheryl Clarke.

Minutes A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve the minutes of April 21, 2015.

Create Records A motion was made by Kera Hackett, seconded by Erick J. Coolidge and unanimously carried upon vote of four
Retention ayes and no nays to approve a request to create the position of a full-time Records Retention Coordinator,
Coord position Courthouse, \$14.00/hour with benefits.

Create Admin A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of
Asst position four ayes and no nays to approve a request to create the position of full-time Administrative Assistant, Veteran's
for VA Affairs Office, \$10.00/hour with benefits.

The meeting adjourned at 10:59 a.m.

Roger C. Bunn

Attest: _____
Derek Williams

Erick J. Coolidge

Mark L. Hamilton

Kera Hackett