

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, Kaye Aumick, Becky Briggs, Betsy Craig, Lisa Rice, Josh Zeyn, Sara Rice, Christa Hilfiger, Jamie Cook, Chris Eckert, Joy Childs, John Getty, Bob Goodrich, Mike Holley, Dave Thompson, Rob Carleton, Fred LaVancher, Chuck Colby, Dina Henninger, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

Appoint poll workers as needed For information – Per Purdon’s section 2657(c), effective April 11, 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 Primary election on May 16, 2023.

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 March 14, 2023.

Resignations For information, the following resignations have been received:
 M.Sutherland Makenna Sutherland – part-time Corrections Officer, Tioga County Prison, effective 3/16/23
 K Price Kendra Price, Case Manager, DHS, effective 4/3/23
 M. Campbell Max Campbell – full-time Corrections Officer, Tioga County Prison, effective 4/18/23

Transfer For information, transferred Laurel Lindquist from Court Monitor, Judge’s Chambers, to Judicial Line Staff, L.Lindquist Probation department, \$15.24/hr. effective 4/10/23.

Hire J. Carter For information, hired Jaden Carter, Deputy, Recorder of Deeds, \$12.50/hr. with benefits.

Hire J. Chapel 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 Jasmine Chapel, Clerk, Tax Claim Bureau, \$12.50/hr. with benefits.

Hire T.Smith 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 Tanya Smith, Foster Care Caseworker 1, Family Services, \$17.50/hr. with benefits.

Hire D.Johnson 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 Derek Johnson, Intern, Soil Conservation District, \$15.00/hr., no benefits.

Hire B.Sackett 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 Brock Sackett, Intern, Soil Conservation District, \$15.00/hr., no benefits.

Accept low bid for MCG trail construction 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 low bid of \$3,961,755.30 received from H&P Construction, for construction of the southern section of the Marsh Creek Greenway trail. Other bids received were: J.L. Watts: \$5,145,065 and Glenn O. Hawbaker: \$4,879,709.10.

Appoint D.Bigley to Planning Com. 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 appointment of Debra Bigley to the Tioga County Planning Commission for a three-year term, ending April 2026.

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 2848 Main LLC, Osceola Twp., \$76.57.

Issue Proclamation 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 issue the following Proclamation:

**Proclamation of Child Abuse Prevention Month
 April 2023**

WHEREAS, preventing child abuse and neglect is a community effort that can be affected by the involvement of people throughout the community; and

WHEREAS, child maltreatment often occurs when people find themselves in stressful situations, without community resources, and don’t know how to cope; and

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

WHEREAS, child abuse and neglect can be reduced by making sure each family has the support they need to rear their children in a healthy environment; and

WHEREAS, child abuse and neglect not only directly harm children, but also increases the likelihood of criminal behavior, substance abuse, and health problems such as heart disease and obesity; and

WHEREAS, all citizens should become involved in supporting families in rearing their children in a safe, nurturing environment; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith-based communities, civic organizations, law enforcement agencies, and the business community.

NOW, THEREFORE, We, the Commissioners of Tioga County, do hereby proclaim April as Child Abuse Prevention Month in Tioga County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse.

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

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 issue the following Proclamation:

Issue
Proclamation

PROCLAMATION
National Public Safety Telecommunicator's Week
April 9-15, 2023

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of police officers, firefighters and emergency medical services personnel is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our responders is dependent upon the quality and accuracy of information obtained from citizens who telephone the Tioga County Communications Center; and

WHEREAS, Public Safety Dispatchers are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Dispatchers are the single vital link for our police officers, firefighters and EMS personnel by monitoring their activities by radio, providing them information and ensuring their safety; and

WHEREAS, Public Safety Dispatchers of the Tioga County Communications Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, be it resolved that the Commissioners of Tioga County declare the week of April 9 through April 15, 2023 to be National Telecommunicator's Week in Tioga County, in honor of the men and women whose diligence and professionalism keep our county and citizens safe.
Signed this 11th day of April, 2023.

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

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to issue the following Proclamation:

Issue
Proclamation

MOTORCYCLE SAFETY AND AWARENESS MONTH
MAY 2023

WHEREAS, the safety of all Tioga County motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the County of Tioga; and

WHEREAS, motorcycle riding is a popular form of recreation and transportation for thousands of people in our county and our nation. Licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and

WHEREAS, it is especially important that the citizens of our county be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques and promoting motorcycle safety; and

WHEREAS, during the month of May, the Grand Canyon Chapter of the Alliance of Bikers Aimed Toward Education (ABATE) of Pennsylvania will continue their advocacy of motorcycle safety and awareness and stay active in promoting motorcycle safety through both motorist and rider education; and improving the image of motorcyclists to the general public.

NOW, THEREFORE, in recognition of the importance of motorcycle safety on our county's roads and highways, the Tioga County Commissioners do hereby proclaim May 2023 as **MOTORCYCLE SAFETY AND AWARENESS MONTH**. All motorcyclists are encouraged to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

DATE: April 11, 2023
TIOGA COUNTY COMMISSIONERS
/s/ Erick J. Coolidge /s/ Mark L. Hamilton /s/ Roger C. Bunn

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 issue the following Proclamation:

Issue
Proclamation

**NATIONAL NURSES WEEK
May 6-12, 2023
PROCLAMATION**

WHEREAS, the nearly 3.1 million registered nurses in the United States comprise our nation's largest health care profession; and

WHEREAS, professional nurses in Pennsylvania work hard to keep our families healthy and to provide high quality care to patients; and

WHEREAS, professional nursing is an indispensable component in the safety and quality of care of hospitalized patients; and

WHEREAS, the demand for registered nursing services will be greater than ever due to the aging American population, the continuing expansion of life-sustaining technologies and the explosive growth of home health care services; and

WHEREAS, more qualified registered nurses will be needed in the future to meet the increasingly complex needs of health care consumers in this community; and

WHEREAS, the cost-effective, safe and quality health care services provided by registered nurses will be an increasingly important component of the U.S. health care delivery system in the future.

NOW, THEREFORE, we, the Tioga County Board of Commissioners do hereby proclaim the week of May 6 - 12, 2023, as

NATIONAL NURSES WEEK

and ask all residents of this community to join us in honoring the professional nurses who care for all of us, celebrate their efforts to improve our health care system and show our appreciation for the nation's nurses not just during this week, but at every opportunity throughout the year.

Signed this 11th day of April, 2023.

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

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-6-23

**Fair Housing Resolution
R-6-23**

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 publicly 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 the Tioga County Commissioners held on April 11, 2023.
/s/ Erick J. Coolidge /s/ Mark L. Hamilton /s/ Roger C. Bunn

Adopt
Resolution
R-7-23

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:

R -7-23
Notice of Tioga County's
Section 504 Officer and Process for Grievance

Pursuant to Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Tioga County does not discriminate in access to, participation in, or treatment, or employment in, its programs or activities. Tioga County's Section 504 Officer is Sean Sember. The Officer can be reached at:

Tioga/Bradford Housing and Redevelopment Authority
112 Dorsett Heights, Mansfield, Pa. 16933
Phone: (570) 638-2151
Email: ssemer@tbhra.org

Grievance Procedures for any person who believes that s/he has been discriminated against or denied equal opportunity or access to programs or services may file a complaint, which shall be referred to as a grievance, with Sean Sember or the following agency:

U.S. Department of Housing and Urban Development
FHEO/Regional III Office Mid-Atlantic Office
100 Penn Square East, 12th Floor
Philadelphia, PA 19107
(215) 861-7643
Fax: (215)656-3449
TTY: (800)927-9275

Grievance procedures and complaint forms may be requested from the office of Tioga/Bradford Housing and Redevelopment Authority as listed above.

Tioga County Board of Commissioners
/s/ Erick J. Coolidge /s/ Mark L. Hamilton /s/ Roger C. Bunn

Schuler Haas
change order

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 change order from Schuler-Haas Electric Corp. for the Highland Chocolates building project - \$16,848.44. This is a credit (\$18,058.96) for Wellsboro Electric's change in service route, and the purchase of a 7.5 kva transformer (\$1,210.52).

EADS - VA
project

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 EADS Architects, for the Tioga County Veterans Affairs office and Veterans Administration Wellsboro Clinic - \$119,050 - Act 13. The Veterans Affairs Administration will reimburse the County approximately 50% of the cost.

Easement
agreement
C&L
Kozuhowski

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 Agreement of Easement between Tioga County and Christopher & Laura Kozuhowski, for a perpetual and permanent easement for a driveway and a temporary bus loading and unloading area, for the purpose of facilitating the construction, maintenance, and use of the Marsh Creek Greenway trailhead and recreational facilities - \$14,000. Act 13.

Mountain
Research - VA

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 Mountain Research LLC, for a hazardous materials survey at the Tioga County Veterans Affairs office - \$3,071. Act 13.

Mill Cove
contribution

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 contribution of \$50,000 to the Mill Cove Environmental Education Center. Funds will be paid from the Landfill Escrow account.

2023 Response
Ops Plan

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 2023 Tioga County Response Operations Plan. The plan provides a general outline of the roles and responsibilities of each department within Tioga County and how they will be utilized to respond to an incident.

DHS - 4
agreements

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

Public Comment -
Joy Childs - Marsh Creek Greenway trail costs

The next meeting of the Tioga County Board of Commissioners is scheduled for May 9, 2023.

The meeting adjourned at 10:39 a.m.

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Attest: _____, Janice Chamberlain, Chief Clerk

The regular meeting of the Tioga County Salary Board was called to order today at 10:40 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, Kaye Aumick, Becky Briggs, Betsy Craig, Lisa Rice, Josh Zeyn, Sara Rice, Christa Hilfiger, Jamie Cook, Chris Eckert, Joy Childs, John Getty, Bob Goodrich, Mike Holley, Dave Thompson, Rob Carleton, Fred LaVancher, Chuck Colby, Dina Henninger, and press representative Natalie Kennedy.

Minutes A motion was made by Mark L. Hamilton, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve the minutes of March 14, 2023.

T.Kendrick
Wage increase 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 a \$1.00/hr. increase for Tamora Kendrick, 911 Dispatcher, for additional role of Terminal Agency Coordinator, effective 4/11/23.

J.Douglass
Wage increase 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 a salary increase for Jim Douglass, 911 Quality Assurance Coordinator, due to additional job responsibilities, \$62,000/yr., effective 4/11/23.

The meeting adjourned at 10:41 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett