

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: Roger C. Bunn, Erick J. Coolidge, and Mark Hamilton. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Marc Rice, Kera Hackett, Sara Rice, Nancy Clemens, Betsy Craig, Amy Perry, Penny Whipple, Kim Gridley, Deb Crawford, and press representative Nat Kennedy.

Pledge of Allegiance

For information –

- Effective November 1, 2018, 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 2018 Municipal election on November 6, 2018.
- The Commissioners discussed the likelihood of purchasing new voting machines, as mandated by the State.
- The Commissioners discussed flooding issues in the County from recent storms and the work that the Emergency Management Coordinator is doing to obtain funding for damages.

Public Comments – (agenda items)

None

Minutes

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 minutes of September 11, 2018.

Resignations

For information, listed below are current resignations:

- Shaun Johnson, Voter Registration Clerk, effective 9/26/18
- Sam Cavanaugh, Corrections Officer, Tioga County Prison, effective 9/7/18
- Michelle English, Tax Claim Clerk, Tax Claim Office, effective 9/28/18
- Zachary Kisner, Chief Deputy Sheriff, Sheriff's Office, effective 9/28/18

Hire B. St.  
John White

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 Barbara St. John White, temporary part-time Planning Technician in the Planning Department, \$15.00/hr., no benefits. This position is 100% grant funded by an Agroforestry Outreach and Education Grant and will expire in December 2020.

Promote J.  
Kosek

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 promotion of Joshua Kosek, from part-time to full-time Corrections Officer, Tioga County Prison, \$17.40/hr. with benefits, effective 9/16/18.

Termination  
K. Hackett

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 termination of Kayla Hackett, Human Resources Clerk, effective 9/19/18.

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 adopt the following Resolution:

Adopt  
Resolution  
R-14-18

A RESOLUTION OF THE TIOGA COUNTY BOARD OF COMMISSIONERS  
RESOLUTION # R-14-18

A RESOLUTION ADOPTING THE LOCAL GOVERNMENT COMMISSION'S ASSESSMENT REFORM  
TASK FORCE'S RESOURCES AS BEST PRACTICES IN PROPERTY TAX ASSESSMENT

WHEREAS, a result of assessment-related litigation in recent years and reported inconsistencies and inequities in Pennsylvania's property assessment system, the Local Government Commission, a bicameral, bipartisan legislative service agency of the Pennsylvania General Assembly, resolved to create the Property Assessment Reform Task force in November 2016. The Task Force was established to implement recommendations related to efficiency, transparency, modernization and fairness of the property assessment process in this Commonwealth.

WHEREAS, two years of work by the Task Force, which included the County Commissioner's Association of Pennsylvania (CCAP) and its affiliate the Assessor's Association of Pennsylvania (AAP), as well as representatives of the Department of Community and Economic Development, the Department of Revenue and many others, have resulted in the publication of a series of resources and best practices to assist counties in maintaining fair and uniform assessment practices; and

WHEREAS, these resources include:

- . The Data Collection Standards
- . The Pennsylvania Property Assessment: A Self-Evaluation Guide for County Officials
- . The Model RFP and Contracting Guidelines for County Reassessment Services

NOW THEREFORE BE IT RESOLVED, that the Tioga County Board of Commissioners adopts these resources as best practices for Tioga County.

This Resolution is on this 25<sup>th</sup> day of September 2018 and shall be effective immediately.

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

Attest: /s/ Derek Williams, Chief Clerk

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:

Adopt  
Resolution  
R-15-18

**COUNTY OF TIOGA  
RESOLUTION No. R-15-18**

**BENJAMIN WOLF  
EAGLE SCOUT**

WHEREAS, the Tioga County Board of Commissioners wishes to recognize the accomplishment of Benjamin Wolf, of Mansfield Boy Scout Troop 106, who has earned the Eagle Scout Award; and

WHEREAS, the Eagle Scout Award is the highest Boy Scout award; and

WHEREAS, Benjamin is an exceptional, young Tioga County citizen. He is a sophomore at North Penn-Mansfield High School, and due to his hard work, he earned his Eagle Scout award on June 28, 2018, at the age of 14. He is an active member of Holy Child Parish and serves as an alter server for the church, as well as volunteering for several of their events. Benjamin enjoys cycling, jiu jitsu, golf, and has recently taken up flying and is pursuing his private pilot license; and

WHEREAS, Benjamin's Eagle Scout project was to build a primitive campsite consisting of a lean-to, a fire pit, and four benches at the Mill Cove Environmental Area. The campsite is located on the loop trail and provides a shelter to campers or thru hikers while enjoying the surrounding trails and beauty of the area. The total work hours for this project was 314 man hours and he had recruited 21 volunteers.

NOW, THEREFORE, the Tioga County Board of Commissioners wishes to offer their sincere congratulations to Benjamin Wolf on his receiving the Eagle Scout Award.

Resolved this 25<sup>th</sup> day of September 2018.

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

County real  
estate tax  
refunds

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 real estate tax refunds: Ellen King, Clymer Township, \$124.20; Dustin Ring, Jackson Township, \$323.87.

P-T Library  
Appointment

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 request by the Elkland Area Community Library Board to appoint Bonnie Kyofski as representative to the Potter-Tioga Library System for a three-year term.

22 DHS  
Agreements

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 22 agreements for the Department of Human Services. A listing is attached.

Public Comment –  
None

The meeting adjourned at 10:19 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 10:18 a.m. at the Tioga County Courthouse with the following members present: Roger C. Bunn, Erick J. Coolidge, Mark Hamilton, and Kera Hackett. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Marc Rice, Sara Rice, Nancy Clemens, Betsy Craig, Amy Perry, Penny Whipple, Kim Gridley, Deb Crawford, and press representative Nat Kennedy.

Minutes

A motion was made by Kera Hackett, seconded by Erick J. Coolidge and unanimously carried upon vote of four ayes and no nays to approve the minutes of September 11, 2018.

Create part-time position at Emergency Services

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 a request to create a part-time Environmental Response Planning Specialist at the Dept. of Emergency Services, under the direction of the Local Emergency Planning Committee (LEPC) in order to identify, categorize, and inventory commercial sites which utilize hazardous materials in Tioga County or any other hazmat sites in the County. This position will start in October 2018 and will be completely funded by the LEPC.

The meeting adjourned at 10:22 a.m.

Attest: \_\_\_\_\_  
Derek Williams

\_\_\_\_\_  
Roger C. Bunn

\_\_\_\_\_  
Erick J. Coolidge

\_\_\_\_\_  
Mark L. Hamilton

\_\_\_\_\_  
Kera Hackett