

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: Mark L. Hamilton, Roger C. Bunn, and Erick J. Coolidge. Also present was Janice Chamberlain, Casey Zuchowski, Kera Hackett, Marc Rice, Josh Zeyn, Matthew Day, Sara Rice, Chris Perry, Frank Levindoski, Dan Styborski, Sean Sember, Keren Clark, Amy Walters, Cindy Copp, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

For information –

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| CHIRP Grant | <ul style="list-style-type: none"> ○ COVID-19 Hospitality Industry Recovery Program (CHIRP) – Tioga County has received \$459,748 for this program. As a certified economic entity, Develop Tioga will administer this program for Tioga County. |
| EARP Grant | <ul style="list-style-type: none"> ○ Emergency Rental Assistance Plan (EARP) – Tioga County has received \$2,536,198.27 for this grant program. The Tioga County Housing Authority will administer this program for Tioga County. |
| Matthew Day Recognition | <ul style="list-style-type: none"> ○ Recognition of Matthew Day, Field Assessor in the Assessment Office, for completing the necessary training and examination to obtain his Certified Pennsylvania Evaluator (CPE) license on 1/25/2021. |

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| Minutes | A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the minutes of February 9, 2021. |
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| Resignations C.Bashnick T.Warriner C.Butler | <p>For information, the following individuals have resigned / retired:</p> <ul style="list-style-type: none"> Cheyenne Bashnick, Soil Conservation District, effective 3/5/21 Timothy Warriner, Assessment Office, effective 3/1/21 Carla Butler, Probation Department, effective 2/26/21 |
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| Hire J.Shumack | 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 approve the hire of Joshua Shumack, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits. |
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| Hire C.Smith | 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 approve the hire of Cody Smith, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits. |
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| Promote M.Kolk | A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the promotion of Meagan Kolk to County Casework Supervisor, Intake Unit of Family Services, \$23.00/hr. with benefits. |
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| Termination M.Lanzone | 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 approve the termination of Mark Lanzone, Cook, Tioga County Prison, effective 2/9/21. |
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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:

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| Issue Proclamation | <p>Helen Putnam</p> |
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WHEREAS, Helen Putnam was born in Wellsboro, Pennsylvania on March 17, 1921, one of five children, to Myron and Christine Dartt who originated Dartt Settlement; and

WHEREAS, Helen met her first husband, Bill Davis, at school and they wed after he returned from fighting in WWII, serving in the U.S. Air Force. The couple remained in Wellsboro, raising two children; and

WHEREAS, Helen worked as a telephone operator and at Carson Finance for several years. Later, the couple purchased a friend's store on Main Street and named it Davis Book and Gift Shop; and

WHEREAS, Helen's husband passed away at the age of 57. She remarried in 1993, to George Putnam, who gave piano and voice lessons; and

WHEREAS, Helen is a member of the First Presbyterian Church of Wellsboro, remaining active, while also being their oldest member!

NOW THEREFORE, we, the Board of Commissioners of Tioga County, Pennsylvania do hereby congratulate Helen Putnam on her 100th birthday celebration.

Dated this 9th day of March, 2021.

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

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

Issue
Proclamation

PROCLAMATION

**TIOGA COUNTY DESIGNATING THE MONTH OF APRIL 2021 AS
PENNSYLVANIA 811 SAFE DIGGING MONTH**

WHEREAS, the month of April 2021 is recognized as "Pennsylvania 811 Safe Digging Month" across our Commonwealth, an initiative supported by Pennsylvania 811, a utility notification information center celebrating its 49th year of continuous service to the Commonwealth of Pennsylvania; and

WHEREAS, Pennsylvania 811 received close to 992,000 excavation notifications in 2020, and transmitted approximately 6.6 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania; and

WHEREAS, when dialing 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed; and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, the work crew, and their neighbors from any unsafe digging practices within their community; and

WHEREAS, upon receiving the notification from Pennsylvania 811, the facility owners and operators disperse to the said work site to mark the approximate location of their underground utility lines with flags, paint, or both, to establish an eighteen-inch tolerance zone of the outside wall or edge of their line or facility; and

NOW, THEREFORE, BE IT RESOLVED, that Tioga County, in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, we do hereby proclaim April 2021 as "Pennsylvania 811 Safe Digging Month", and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

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

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

Adopt
Resolution
R-3-21

RESOLUTION # R-3-21

RESOLUTION OF THE COUNTY OF TIOGA AUTHORIZING PARTICIPATION IN A PILOT PROJECT TO STUDY AND DEVELOP RECOMMENDATIONS TO ADDRESS EMS CONCERNS IN THE COUNTY.

WHEREAS, the County of Tioga previously signaled its intent to participate in a pilot project to be facilitated by the Pennsylvania Department of Community and Economic Development, Governor's Center for Local Government Services (GCLGS), working together with the counties of Lycoming and Sullivan to assist in developing potential local solutions to the EMS crisis in these counties; and

WHEREAS, the County Commissioners Association of Pennsylvania (CCAP) has entered into a Letter of Intent with the GCLGS for the pilot project; and

WHEREAS, CCAP and the GCLGS seek confirmation of continued interest in the pilot project by the participating counties, including their willingness to work with the GCLGS to provide data, understand local conditions related to EMS, identify other stakeholders and encourage their active engagement in the pilot project and other tasks as needed to complete analysis and make recommendations.

NOW, THEREFORE BE IT RESOLVED that the County of Tioga will participate in the pilot project as outlined in the Letter of Intent between the GCLGS and CCAP and appoint Mark Hamilton from the County of Tioga as the point of contact for the GCLGS.

ADOPTED by the Board of Commissioners of the County of Tioga, the Commonwealth of Pennsylvania, this 9th day of March, 2021.

ATTEST: /s/ Janice Chamberlain

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

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 adopt the following Resolution:

Adopt
Resolution
R-4-21

R-4-21
Resolution of Tioga County
Authorizing the filing of a proposal for funds with the
Department of Community and Economic Development,
Commonwealth of Pennsylvania.

WHEREAS, the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH) enacted into law on May 20, 2009, authorized the Emergency Solutions Grant (ESG) Program; and

WHEREAS, the Commonwealth of Pennsylvania through the Department of Community and Economic Development (DCED) has received ESG program funds and is making these funds available to units of local governments for eligible homeless services; and

WHEREAS, Tioga County desires to submit an application to DCED for ESG Program funds to provide homeless services or on behalf of other entities to provide homeless services.

NOW, THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED by Tioga County that:

1. The proposed project(s) Tioga County Homeless Initiative Shelter to be funded by a grant from the Pennsylvania ESG Program meet the ESG interim rule requirements at §24 CFR 576 are eligible and approved.
2. The Tioga County on behalf of Tioga County Homeless Initiative is authorized and directed to execute an ESG Program application in the amount of \$38,769.00 to the PA Department of Community and Economic Development.
3. The Tioga County Homeless Initiative will assume the responsibility for securing the required matching amount of project funds or request a waiver of match funds to DCED.
4. The (County) will reimburse the commonwealth for any expenditure found to be ineligible.
5. The Tioga County Homeless Initiative is authorized to provide such assurances, certificates, and supplemental data or revised data that DCED may request in connection with the application.

Adopted this 9th day of March, 2021.

/s/ Janice Chamberlain, Secretary

Van Hook Svc
HVAC service

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a one-year preventative maintenance agreement with Van Hook Service Co. for HVAC equipment at the courthouse, document retention building, Tokishi building, and prison - \$4,970/year.

Cleveland Bros
Generator, fire
pump service

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a one-year preventative maintenance service agreement with Cleveland Brothers Equipment Co. for the generator and fire pump at the Prison - \$4,280/year.

Long Nyquist
Agreement

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 approve a renewal agreement with Long Nyquist & Associates for government relation services. Term of agreement is 1/1/2021 – 12/31/2021 and will automatically renew annually - \$5,000/month.

McClure Co
boiler repair at
St James

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 approve an emergency repair agreement with McClure Company, to replace the boiler at the St. James complex in Mansfield - \$11,175.06.

Inventive
Software Sys.
extended
agreement

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an extension to an existing agreement with Inventive Software Systems for support and training in AccuFund and assistance with fiscal processes - \$60.00/hour.

Tioga County
Court Union
Contract

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a two-year (1/1/21 – 12/31/22) contract with the Tioga County Court Union.

Forward
Thinking –
GPS units

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an agreement with Forward Thinking for the purchase of two GPS Garmin tracking devices for the Sheriff's vehicles - \$327.88.

Mountain
Research –
hazmat survey
at MCG Trail
head location

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a proposal from Mountain Research for a hazardous material survey at the Patterson Lumber Company building, the proposed site for the Marsh Creek Greenway trailhead building - \$5,500, plus \$10 per asbestos sample and \$15 per lead paint sample - Act 13.

County real
estate tax
refunds

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 approve the following County real estate tax refunds: Lannie & Timothy Gee, Middlebury Twp., \$86.07; Daniel Heller, Brookfield Twp., \$75.59; Truby Emerson, Brookfield Twp., \$47.48.

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 approve a request from the Wellsboro Chamber of Commerce to use the following properties in 2021/2022:

Use of County properties

- The Green – June 17-20, 2021, for the PA State Laurel Festival activities
- Courthouse steps – June 18, 2021, Noon, for the annual Queen's Welcome
- Courthouse parking lots – June 19, 2021 for the PA State Laurel Festival attendees
- The Green – September 16-18, 2021 for the Waste Management STPR
- The Green – October 30, 2021, for the Halloween event in combination with UPMC
- The Green – February 22, 2022 – for the ice completion and games for the Winter Celebration

36 Agreements for DHS

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve 36 agreements for the Department of Human Services. A listing is attached.

Public Comment –

Cindy Copp – as a resident at Pinnacle Towers housing, she had questions about the policies of the Housing Authority. Her questions and concerns were answered by Sean Sember of the Housing Authority.

The next meeting of the Tioga County Board of Commissioners is scheduled for April 13, 2021.

The meeting adjourned at 10:44 a.m.

Mark L. Hamilton

Attest: _____
Janice Chamberlain

Roger C. Bunn

Erick J. Coolidge

The regular meeting of the Tioga County Salary Board was called to order today at 10:44 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn, Erick J. Coolidge, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Marc Rice, Josh Zeyn, Matthew Day, Sara Rice, Chris Perry, Frank Levindoski, Dan Styborski, Sean Sember, Keren Clark, Amy Walters, Cindy Copp, and press representative Natalie Kennedy.

Minutes

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 the minutes of February 9, 2021.

Salary increase
M. Day

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of four ayes and no nays to approve a salary increase for Matthew Day, Field Assessor in the Assessment office, to \$15.00/hr. for receiving his CPE certification.

The meeting adjourned at 10:46 a.m.

Mark L. Hamilton

Attest: _____
Janice Chamberlain

Roger C. Bunn

Erick J. Coolidge

Kera Hackett