

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 was Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, Nancy Clemens, Deb Crawford, and Kerry Miller. Members of the public included Amy Perry, Becky Briggs, Betsy Craig, and press representatives Nat Kennedy and Cheryl Clarke.

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 two ayes and no nays to approve the minutes of October 11, 2016.

Hire S. Broughton 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 Stacey Broughton, Administrative Assistant, Veteran's Affairs office, \$11.00/hr., with benefits.

HS Adv. Bd. resignation 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 Melissa Coolidge from the Human Services Advisory Board/ Planning Council.

HS Adv. Bd. appointments 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 following reappointments to the Human Services Advisory Board/Planning Council: Seth Watkins, James Bodine, Barbara Kelly, and Michael Bernard. All terms are four years.

Planning Commission appointments 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 reappointments to the Tioga County Planning Commission: Bill Roosa and William Stokes, III, as well the new appointment of Tom Shaw. All terms are three years.

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-18-16

Appendix II – Authorized Official Resolution – R-18-16

Be it RESOLVED, that the County of Tioga (Applicant) hereby request a PA Small Water and Sewer Program grant of \$52,252 from the Commonwealth Financing Authority to be used for Water Systems Monitoring.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Roger C. Bunn, Tioga County Commissioner, and Scott Zubek, GIS Director, as the officials to execute all documents and agreements between the County of Tioga and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Derek Williams, Chief Clerk of the County of Tioga, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting held on October 25, 2016 and said Resolution has been recorded in the Minutes of the County of Tioga and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the County of Tioga, this 25th day of October, 2016.

Applicant: County of Tioga
County: Tioga s/s Derek Williams, Chief Clerk <SEAL>

911 parking lot bid 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 accept the low bid of \$19,375 from Stuart Lisowski Excavation for the paving of the 911 parking lot. Act 13.

Upgrade gas meter at CH 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 payment of \$4,530 to UGI Central Penn Gas to upgrade the courthouse meter to provide enough capacity for the existing natural gas load and the addition of the new generator. Act 13.

Change order from Keuka Construction 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 change order from Keuka Construction Corp. for the Human Services elevator project, \$565.52, for fire rated construction at top of elevator shaft. Act 13.

Change order from Silvertip 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 change order from Silvertip, Inc. for the Human Services elevator project, \$2,244.69, to remove sprinkler heads in the building. Act 13.

Lease car for Commissioners 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 lease with Enterprise Fleet Management for a 2017 Chevrolet Traverse, \$683.51/month. This will replace the blue Ford Explorer used by the Commissioners.

Lease car for Family Services

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 lease with Enterprise Fleet Management for a 2017 Chevrolet Traverse, \$631.06/month. This will replace a Ford Escape used by Family Services.

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 Tioga County real estate tax refunds: Donna Houghtaling, Elkland Borough, \$25.08; John & Flossie Orchowski, Elkland Borough, \$30.90; Marilyn & Roger Wood, Farmington Twp., \$57.71; Carolyn Jo Kilburn, Liberty Twp., \$131.56; Dennis Kurzejewski, Richmond Twp., \$169.31; Leo & Cynthia Rice, Charleston Twp., \$29.91; Seatrax, Inc., Charleston Twp., \$22.82; Dorothy Shumway, Charleston Twp., 95.13; Wayne & Shelby Herr, Farmington Twp., \$1,698.14; Mark & Michelle Sargent, Roseville Borough, \$65.36; Bruce & Karin Lyn Cavanaugh, Shippen Twp., \$148.44; Thomas Owlett, Shippen Twp., \$76.23; Travis & Denise Hartranft, Sullivan Twp., \$65.61; Joseph & Elizabeth Hansen, Tioga Twp., \$105.64; James Adriance & Kim Schwarzbauer, Tioga Twp., \$174.54; Larry & Carol Welty, Tioga Twp., \$311.20; Marjorie, Kimberly & Kelly Wetherbee, Wellsboro Borough, \$109.79.

9 agreements for DHS

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 9 agreements from the Dept. of Human Services. A listing is attached.

Public Comment – None

The meeting adjourned at 10:08 a.m.

Roger C. Bunn

Attest: _____
Derek Williams, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

The regular meeting of the Tioga County Salary Board was called to order today at 10:08 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, Mark L. Hamilton, and Kera Hackett. Also present was Derek Williams, Casey Zuchowski, Janice Chamberlain, Nancy Clemens, Deb Crawford, and Kerry Miller. Members of the public included Amy Perry, Becky Briggs, Betsy Craig, and press representatives Nat Kennedy and Cheryl Clarke.

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 27, 2016.

Create p.t.
position of
Govt. Liaison
in DES

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 the part-time position of Governmental Liaison at the Dept. of Emergency Services, \$12.00/hour, effective January 2, 2017. This position is fully funded through a grant awarded by the Shell Corporation to the Tioga County Local Emergency Planning Committee in conjunction with the Tioga County Partnership for Community Health.

Create p.t.
position of
Hazard
Mitigation
Planner in DES

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 request to create the part-time position of Hazard Mitigation Planner at the Dept. of Emergency Services, \$12.00/hour, effective January 2, 2017. Funding for this position will be applicable toward 25% of the total award required by Tioga County to satisfy the recently awarded Flood Mitigation Assistance grant.

The meeting adjourned at 10:10 a.m.

Attest: _____
Derek Williams

Roger C. Bunn

Erick J. Coolidge

Mark L. Hamilton

Kera Hackett