

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, Casey Zuchowski, Janice Chamberlain, Marc Rice, Kera Hackett, Dave Cohick, and Deb Crawford. Members of the public included Becky Briggs, Amy Perry, Betsy Craig, Dan Strausser, and press representatives Nat Kennedy and Diane Eaton.

Pledge of Allegiance

Public Comments – (agenda items)
None

For information:

- The May 24th Board of Commissioners meeting will be held at the Roseville Borough Office at 7:00 p.m. (114 Roseville Avenue, Mansfield).
- 2015 Domestic Relations Operating Expense reimbursement to the General Fund: \$333,398.38.

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 April 12, 2016.

Hire Z. Jockel 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 Zachery Jockel, part-time Child Care Worker, Residential Treatment, \$10.02/hr., no benefits.

Hire P. Smith 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 Patrick Smith, Maintenance Technician, \$14.00/hr., with benefits.

Hire A. Bailey 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 Andrew Bailey, temporary Digital Media Specialist Intern, Dept. of Emergency Services, \$12.00/hr., no benefits.

Termination I.Druetto 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 Ian Druetto, Dept. of Emergency Services, effective 4/25/16.

Resignation R. Saunderlin 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 Rachel Saunderlin, Caseworker, effective 4/21/16.

Resignation M. Raker 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 Marsha Raker, Custodian, effective 6/2/16.

Retirement J. Marengo 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 retirement of John Marengo, Deputy Sheriff, effective 6/24/16.

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:

Issue
Proclamation

**TIOGA COUNTY FAIR
50TH ANNIVERSARY**

WHEREAS, the Tioga County Fair has been serving the community for 50 years; and

WHEREAS, the hallmarks of a fair are Education, Celebration and Tradition and the Tioga County Fair has stood strong in its dedication to the presentation of quality family-oriented education and entertainment for five decades; and

WHEREAS, the Tioga County Fair promotes our community and its resources and has been a showplace for the arts and talents of local residents of all ages and abilities. The 2015 Fair had 1,321 exhibitors and 3,869 exhibits, with 4H having the largest number of exhibitors; and

WHEREAS, the 2016 Tioga County Fair will be held August 8-13. Over 150 volunteers will join together to produce this wonderful community event which will be attended by approximately 15,000 visitors.

NOW THEREFORE, the Tioga County Commissioners do hereby congratulate the Tioga County Agricultural Association for 50 years of promoting agricultural and educational exhibits through the Tioga County Fair and encourages all Tioga County citizens to visit this event.

Signed this 24th day of April 2016.

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

Issue
Proclamation

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:

EMERGENCY MEDICAL SERVICES WEEK

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, emergency medical services is a vital public service and 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 personnel consist of ambulance attendants, first responders, emergency medical technicians, paramedics, firefighters, emergency physicians, and nurses, educators, administrators, and others; and,

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

WHEREAS, Pennsylvanians benefit daily from the knowledge and skills of these highly training individuals. Injury prevention and the appropriate use of emergency medical services through a coordinated statewide 911 system will help reduce health care costs.

NOW THEREFORE, the Commissioners of Tioga County hereby proclaim the week of May 15-21, 2016 as

EMERGENCY MEDICAL SERVICES WEEK

in Tioga County, and encourage the community to join with them in recognizing the value and accomplishments of the member of the EMS team.

IN WITNESS WHEREOF, we have set our hand and seal this 10th day of May, 2016.

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

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 Ordinance:

**COUNTY OF TIOGA
COMMONWEALTH OF PENNSYLVANIA**

ORDINANCE NO. 2016-2

AN ORDINANCE

Adopt
Ordinance

SIGNIFYING THE INTENTION AND DESIRE OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY, PENNSYLVANIA TO ORGANIZE A JOINT MUNICIPAL AUTHORITY UNDER THE PROVISIONS OF THE ACT OF ASSEMBLY APPROVED JUNE 19, 2001, P.S. 287 NO. 22, AS AMENDED AND SUPPLEMENTED, KNOWN AS THE PENNSYLVANIA MUNICIPALITY AUTHORITIES ACT; SETTING FORTH PROPOSED ARTICLES OF INCORPORATION AND AUTHORIZING THE EXECUTION THEREOF; APPOINTING AND FIXING THE TERMS OF THE FIRST MEMBERS OF THE BOARD OF DIRECTORS OF SUCH AUTHORITY, AUTHORIZING ALL OTHER NECESSARY ACTION; AND REPEALING ALL INCONSISTENT ORDINANCES OR PARTS OF ORDINANCES.

WHEREAS, the Board of Commissioners of Tioga County has signaled their intent to form a municipal authority that will be known as the “Tioga County Trail Authority”; and

WHEREAS, the Board of Commissioners has adopted a Resolution signifying their intent to adopt an ordinance to cause Articles of Incorporation, as described herein, to be filed with the Secretary of the Commonwealth; and

WHEREAS, by adopting this ordinance, Tioga County is authorizing its officers to take all legal steps necessary to form the Tioga County Trail Authority.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF TIOGA COUNTY, Pennsylvania AND IT IS HEREBY ENACTED BY AUTHORITY OF THE SAME, as follows:

Section 1. The Board of Commissioners hereby signify its intention and desire to organize an Authority, pursuant to the provisions of the Act of Assembly approved June 19, 2001, P.L. 287 No. 22, as amended and supplemented, known as the “Municipality Authorities Act” (the “Act”).

Section 2. The Commissioners and Chief Clerk are authorized and directed to execute Articles of Incorporation for such Authority in substantially the following form:

ARTICLES OF INCORPORATION

TO: THE SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA

In compliance with requirements of the Act of Assembly approved June 19, 2001, P.L. 287 No. 22, as amended and supplemented, known as the "Municipality Authorities Act", and pursuant to appropriate legislation duly enacted by the municipal authority of the COUNTY OF TIOGA, Pennsylvania, expressing the intention and desire of the municipal authorities of said municipality to organize an authority under provisions of said Act, said municipality certifies:

1. The name of the Authority is "**TIOGA COUNTY TRAIL AUTHORITY.**"
2. The Authority is formed under provisions of the Act of Assembly approved June 19, 2001, P.L. 287 No. 22, as amended and supplemented, known as the "Municipality Authorities Act", to engage in acquiring, holding, constructing, financing, improving, maintaining and operating, owning and leasing, either in the capacity of lessor or lessee, projects for the transportation and recreation grounds and facilities in Tioga County and other projects of any kind or character, purposes and powers permitted by the Act. The Authority shall have no power to pledge the credit or taxing power of the County of Tioga, or the Commonwealth of Pennsylvania or any political subdivision thereof; nor shall bonds issued by the Authority be deemed to be obligations of the County of Tioga, the Commonwealth of Pennsylvania or any political subdivision thereof; nor shall the County of Tioga, the Commonwealth of Pennsylvania or any political subdivision thereof be liable for the payment of premium, if any, or interest on the bonds; nor shall the members, officers or employees of the Authority personally be liable on the Authority obligations.
3. No other authority has been organized under provisions of the Act or under provisions of the Act of Assembly approved June 28, 1935, as amended and supplemented, and is in existence in or for the incorporating municipality.
4. The term of existence of the Authority shall be for the statutory maximum of fifty (50) years.
5. The name of the incorporating municipality is County of Tioga, 118 Main Street, Wellsboro, Pennsylvania.
6. The name of the municipal authority of said incorporating municipality is:
County of Tioga, Pennsylvania

<u>Office</u>	<u>Name</u>	<u>Address</u>
Chairman of Board of Commissioners	Roger C. Bunn	137 N. Williamson Road Blossburg, PA 16912
Commissioner	Mark L. Hamilton	216 Hamilton Road Millerton, PA 16936
Commissioner	Erick J. Coolidge	78 Sweet Briar Road Wellsboro, PA 16901

7. The names, addresses and terms of office of the first members of the Board of the Authority, each of whom is a citizen of, or is a taxpayer in, or maintains a business in the incorporating municipality by which the member is appointed are as follows:

<u>Name</u>	<u>Address</u>	<u>Term</u>
Jim Weaver Tioga County Planner	428 Copp Hollow Road Wellsboro, PA 16901	December 31, 2020
Daniel Strausser Borough of Wellsboro	44 LG Lane Wellsboro, PA 16901	December 31, 2019
Grant Cavanaugh Township of Delmar	10035 Route 6 Wellsboro, PA 16901	December 31, 2018
Roy Siefert Township of Chatham	114 Ally Close Hill Road Middlebury Center, PA 16935	December 31, 2017
Marilyn Jones Mill Cove, Inc.	1155 Old State Road Covington, PA 16917	December 31, 2017
Mark Hamilton Tioga County Commissioner	216 Hamilton Road Millerton, PA 16936	December 31, 2016
Steve Hanes Tyoga Running Club	229 Church Street Westfield, PA 16950	December 31, 2016

IN WITNESS WHEREOF, the County of Tioga, Pennsylvania, causes these Articles of Incorporation to be executed by the appropriate County Officials and to be attested by its Chief Clerk and the seal of such County to be affixed hereto, this 10th day of May, 2016.

[Signatures and Notarization]

Section 3. The appropriate officers of the County are authorized and directed to cause Notice of the substance of this Ordinance, including the substance of the foregoing Articles of Incorporation, and of the proposed filing of such Articles of Incorporation, to be published as required by the Act.

Section 4. Appropriate officers of the County are authorized and directed to file such Articles of Incorporation and the necessary proofs of publication with the Secretary of the Commonwealth of Pennsylvania and to do all other things necessary to effect the incorporation of such Authority, including payment of the required filing fees.

Section 5. Any ordinance or part thereof in conflict or inconsistent herewith shall be and the same is hereby repealed.

Duly **ORDAINED** and **ENACTED** this 10th day of May, 2016.

BOARD OF COMMISSIONERS
Tioga County, Pennsylvania

Attest: /s/ Derek D. Williams
Chief Clerk

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

CERTIFICATE

I, the undersigned, Chief Clerk of the County of Tioga, Pennsylvania (the "County"), certify that: the foregoing is a true and correct copy of an Ordinance which duly was adopted by majority vote of the entire Board of Commissioners of the County at a meeting of said Board duly convened according to law and held on May 10, 2016, at which meeting a quorum was present; said Ordinance duly has been recorded in the minutes of said Board; and said Ordinance remains in full force and effect, unaltered and unamended, as of date of this Certificate.

I further certify that said Board met the advance notice and public comment requirements of the Sunshine Act, 65 Pa. C.S. 701 *et seq.*, by advertising said meeting, by posting prominently a notice of said meeting at the principal office of the Board of Commissioners or at the public building in which said meeting was held, and by providing a reasonable opportunity for public comment at said meeting prior to adoption of said Ordinance, all in accordance with such Act.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the County, this 10th day of May, 2016.

/s/ Derek D. 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:

R-9-16
RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE

Adopt
Resolution

The Board of Commissioners of Tioga County resolves and certifies that it will provide Endless Mountains Transportation Authority local funds in the amount of \$33,195.02 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal year 2016-17.

Further, the Board of Commissioners resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2017. The following schedule indicates dates and payments of eligible local matching funds:

<u>Payment Date</u>	<u>Payment Amount</u>
January 30, 2017	\$16,597.51
March 30, 2017	\$16,597.51

I, Roger C. Bunn, Chairperson of the Board of Commissioners of Tioga County do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Tioga County Board of Commissioners held the 10th day of May, 2016.

By: /s/ Roger C. Bunn 5/10/2016
 /s/ Mark Hamilton
 /s/ Erick J. Coolidge

Use of Green
for STPR

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 use of the Green, June 3, 2016, 11 a.m. – 4 p.m. and the courthouse parking lot June 4, 2016 for the annual Susquehannock Trail Performance Rally.

Advertise for
bids for tower

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 to advertise for bids for a 180' self-supporting tower for the Morris tower project.

Advertise for bids for tower shelter
 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 request to advertise for bids for a 12'x20' tower shelter for the Morris tower project.

CDBG Contract
 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 contract between the Dept. of Community and Economic Development and the Tioga County Commissioners for the Community Development Block Grant (CDGB) Program, \$236,399.00. Contract period is 4/6/2016 - 4/5/2021.

Extend agreement w/PA College of Technology
 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 extension of Agreement with the Pennsylvania College of Technology for the ShaleNET Scholarship Program and the Regional Emergency Medical Technician Program, to December 31, 2017. Current agreement is set to expire June 30, 2016.

Contract w/ Renea's Mowing for dams
 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 three-year Independent Contractor Agreement between Tioga County and Renea's Mowing Services, for maintenance of the Eberle, Griffin and Kelsey dams. Mowing and weed control, 2x/year - \$8,900 per year.

Vehicle lease agreement
 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 lease with Enterprise Fleet Management for a 2016 Ford F-550 for use by Dept. of Human Services maintenance, \$1,155.75/month. Paid with Liquid Fuels funds.

Vehicle lease 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 a lease with Enterprise Fleet Management for a 2017 Ford F-250 for use by Dept. of Emergency Services maintenance, \$781.32/month.

Vehicle lease 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 a lease with Enterprise Fleet Management for a 2017 Ford F-250 for use by Prison maintenance, \$781.32/month.

Vehicle lease agreement
 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 lease with Enterprise Fleet Management for a 2017 Ford Utility Police Interceptor for use by Prison personnel, \$640.21/month.

Agreement w/ LDG for bridge repair/rehab
 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 Larson Design Group to prepare the design, plans and construction administration for repair/rehabilitation of county bridges, \$103,500. Paid with Liquid Fuels funds.

Approve bid for paving at 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 phone bid of \$11,400 from Stuart Lisowski Excavation for additional parking area, including sub-base, paving, and drainage at the Tioga County Prison. Act 13. This will be 100% reimbursable from a PCoRP grant.

Funds for Watrous Water project
 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 request for funds for the Watrous Water Association's Well Exploration Project, \$96,000. Act 13.

Agreement for paving at Admin, VA
 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 Stuart Lisowski Excavation for the following projects: regrade lower driveway behind the SAM administration building, \$700; repave entrance to Veteran Affairs center and repair broken area, \$1,917.95.

Agreement for DHS asbestos abatement
 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 Mountain Research, LLC for follow-up asbestos abatement oversight activities at Human Services, \$675 per day (estimated to be completed in two days). Act 13.

Agreement to remove asbestos- 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 an agreement with Penoco to remove and dispose of asbestos-containing wall plaster at Human Services, associated with the new elevator project - \$2,458. Act 13.

Repairs to well pump power at 9-1-1 center
 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 G. R. Noto Electrical Construction to make repairs to the well pump power supply conduit at the 9-1-1 facility to mitigate groundwater infiltration into building, \$1,710. Act 13.

General construction change order for CH project
 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 J. C. Orr & Son for the courthouse project. Changes include: installation of Drytex Levelex over existing subfloor in Register/Recorder's office; replace sidewalks and curbs with handicapped curb cut at entrance ramp; remove all asbestos in restrooms; remove existing stone veneer in concealed areas and install in exposed openings; provide and install copper downspouts at front entrance addition - \$28,576.73. Act 13.

Electrical change order for CH project
 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 G. R. Noto Electrical Construction for the courthouse project. Changes include: soffit outlets; poke-through floor service boxes; surface mounted LED lights in Register/Recorder's Office; and above ceiling demolition and cleanup in the courthouse - \$33,450. Act 13.

HVAC change order for CH project

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 for HVAC work for the courthouse project. Changes include: labor and material to modify existing heat piping, insulate exterior ductwork, and modify piping and reconnect waterline - \$14,304.76. Act 13.

Plumbing change order for CH project

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 Silvertip for plumbing work for the courthouse project. Changes include: installation of additional underground storm water piping and underground sanitary piping - \$3,169.03. Act 13.

DHS Agreements

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

Public Comment –
None

The meeting adjourned at 10:33 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 10:34 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, Mark L. Hamilton, and Kera Hackett. Also present was Derek Williams, Janice Chamberlain, Marc Rice, and Deb Crawford. Members of the public included Becky Briggs, Amy Perry, Betsy Craig, Dan Strausser, and press representatives Nat Kennedy and Diane Eaton.

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 March 8, 2016.

Create intern position at 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 a temporary position of Hazardous Material Program Specialist Intern, Dept. of Emergency Services, \$12.00/hr., no benefits. Position will be funded by the Tioga County Local Emergency Planning Committee (LEPC).

Create inter position at DES A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of four ayes and no nays to approve a request to create a temporary intern position of Digital Media Specialist, Dept. of Emergency Services, \$12.00/hr., no benefits. Position will be funded by the Tioga County Dept. of Emergency Services using State-allocated 911 funds.

Wage adjustments for Family Svcs A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to approve wage adjustments for the following Family Services Department positions and staff currently in those positions: Caseworker 1, Caseworker 2, Caseworker 3, Casework Supervisor, Program Specialist, Case Manager 1, and Case Manager 2. The wage adjustments are in accordance with the restructuring plan of the Family Services Department, by the Tioga County Board of Commissioners. Salary sheet attached.

The meeting adjourned at 10:38 a.m.

Roger C. Bunn

Attest: _____
Derek Williams

Erick J. Coolidge

Mark L. Hamilton

Kera Hackett