

TIOGA COUNTY BOARD OF COMMISSIONERS
Agenda for August 12, 2025

- Pledge of Allegiance
- Public Comment – Agenda items only
- Minutes of July 8, 2025
- Personnel items
- Accept bid from Glenn O. Hawbaker, Inc. of \$212,140 (opened at 7/8/25 meeting), for the Tioga County Bridge Approach projects.
- Blossburg Volunteer Ambulance Association – request for funding assistance towards the cost of replacing of two stretchers
- Use of the courthouse parking lot and the Green for Dickens of a Christmas, Saturday, December 6, 2025
- Tioga County Fair 2025 budget allocation, \$2,500. Act 13.
- Adopt Resolution R-13-25: Authorizing submission of a request for grant funding through the Commonwealth Financing Authority Multimodal Transportation Fund, in the amount of \$1,813,012, to be used for the Wellsboro bridges replacement project.
- Adopt Resolution R-14-25: Authorizing Tioga County to join as a member of the Pennsylvania Counties Health Insurance Purchasing Cooperative (PCHIPC), for a three-year term, effective January 1, 2026.
- Proposal from Dean Appraisal Service, for exterior commercial appraisal for 275 Saint James Street and 291 S. Academy Street, Mansfield - \$2,000.
- Contract renewal with Richard McCoy to provide IV-D Legal Services for Domestic Relations. Term of contract 10/1/2025 – 9/30/2030; \$110/hr.
- Two change orders from Glenn O. Hawbaker, Inc. for the Patterson Trailhead Facility: 1) ADA access at Trailhead playground, \$43,647 (includes concrete sidewalk and stable surface rubber walkway); 2) a decrease of \$50,400 to the contract, due to deleting subgrade stabilization.
- Ratification of Tentative Agreement – Collective Bargaining Agreement between Tioga County and AFSCME Council 13, covering the Tioga County Prison Corrections Officers bargaining unit.
- Approve updated Tioga County Emergency Operation Plan
- Lease agreement between Tioga County Emergency Services and Thomas M. & Mary C. Owlett, for use of their property for a public safety radio system, including a tower and related structures, as well as a right of way and access to the tower site. Initial term is fifty (50) years and the right to renew for an additional twenty (20) year term. Payment to owner of \$4,000/year, with a 1% increase annually. If lease is renewed for the additional twenty-year term, a one-time payment of \$6,500 will be due to owner.
- Memorandum of Understanding between Clinton County, Potter County and Tioga County for the formation of the Northcentral Regional ATV Trail (NRAT) Council of Governments. Each county will contribute \$5,000 for start-up activities. Act 13.
- Agreement with Gabriel Fera, P.C. to provide Solicitor services for the NRAT Council of Governments
- Larson Design Group - professional services for flood debris estimates in Deerfield Township, \$1,536.39. Act 13.
- Larson Design Group – annual inspection of County’s three dams, \$12,000. Landfill Escrow Account.

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- Chips Carpet and More – new LVT flooring in the IT Director and staff offices, \$6422. Act 13.
- Aspire Technology Partners, LLC – agreement for DUO multi-factor ID for county employees; term 8/22/25 – 3/14/2026, \$3,022.60 - Act 13.
- County real estate tax refunds: Darlene Bacon, Westfield Borough, \$70.40; Jackie Megnin, Westfield Borough, \$87.42; UPMC, Wellsboro Borough, multiple parcels: \$75.58; \$546.19; \$116.97; \$8,544.97; \$135.41; \$10,101.25; \$197.80; \$27,504.94; \$293.85; \$1,491.94 (total: \$49,008.90)
- Approve 46 agreements for the Dept. of Human Services. Listing attached.
- For information: July 2025 Payroll & Benefits paid: \$ 1,426,183.14
July 2025 Accounts Payable: \$ 2,488,538.13
- Public Comment
- The next meeting of the Tioga County Board of Commissioners is scheduled for September 9, 2025.
- Commissioner News

Adjourn

TIOGA COUNTY SALARY BOARD

- Comments
- Minutes of July 8, 2025
- Howard Rutledge, EMA Planner/Deputy EMC – increase of \$1.00/hr. for receiving his County Staff Associate Certification from PEMA
- Reclassify full-time Voter Registration Clerk position to a part-time position, \$16.00/hr., no benefits
- Create position – Intake Caseworker 1 – First Responder, Family Services, \$18.30/hr. with benefits

Adjourn

TIOGA COUNTY RETIREMENT FUND BOARD

- Comments
- Minutes of July 8, 2025
- Korn Ferry July 2025 actuarial services - \$2,276.00
- C&N July 2025 management fee - \$19,535.27
- Actuarial Services Agreement between Tioga County Retirement Board and Foster & Foster Consulting Actuaries, Inc. effective September 1, 2025. Korn Ferry, the County's former actuary, provided notice that they are stepping away from providing this service to public sector benefit plans. Foster & Foster annual fee: \$27,312 with 3% annual increase. Additional service provided will include the design and implementation of a Pension Administration System for use by active County employees. Upfront design cost: \$14,500. Annual system maintenance and support fee, \$15,000. This fee is locked in for three years, with a 3% annual increase thereafter. All fees are paid from the Retirement Account.

For information of the Board:

7/9/2025	Smith, Christopher	Refund
7/9/2025	Swan, Mariah	Rollover
7/11/2025	Brutsman, Britney	Refund
7/18/2025	Wattles, Patricia	Refund
7/18/2025	Miller, Jennifer	Refund
8/1/2025	Miles, Robert Corey	Refund

Adjourn

TIOGA COUNTY ELECTION BOARD

- Comments
- Minutes of July 8, 2025
- For information –
 - The application for the Integrity grant has been submitted, signed and under review, in the amount of \$136,676.92, for the period 7/1/25 – 6/30/26
 - PA Dept. of State will be sending retention questions to add to the ballot by September 4, 2025
 - Receiving a \$500 grant from PA Dept. of State to procure new updated provisional envelopes

Adjourn

TIOGA COUNTY DEPARTMENT OF HUMAN SERVICES
COMMISSIONERS' MEETING
AUGUST 12, 2025

DHS CONTRACTS:

1. 2024/25 Purchase of Service Agreement with New Way Youth Services for children and youth placement services on an as-needed basis. Funding Source: Office of Children and Youth.
2. 2025/26 Purchase of Service Agreement with Big Brothers Big Sisters of the Twin Tiers for the provision of youth mentoring services. Contract Maximum: \$34,090 Funding Source: Children and Youth.
3. 2025/26 Agreement with Partners In Progress, Inc. for the provision of transportation services. Contract maximum: \$8,280 Funding Source: Human Services and Supports Program.
4. 2025/26 Purchase of Service Agreement with Partners In Progress for the provision of Integrated Day Camp services. Contract maximum: \$5,000 Funding Source: Human Services and Supports.
5. 2024/25 Agreement with Harbor Counseling, Inc. for CRS staff and administrative staff for the Recovery Housing program. Contract maximum: \$15,000 Funding Source: Opioid Settlement Funds.
6. 2025/26 Drug and Alcohol Agreement with Meadowlark Counseling for the provision of drug and alcohol outpatient services to eligible Tioga County residents. Contract maximum: \$24,000 Funding Source: Bureau of Drug and Alcohol Programs.
7. 2025/26 Purchase of Service Agreement with KidsPeace National Centers for children and youth placement services on an as-needed basis. Funding Source: Office of Children and Youth.
8. 2025/26 Agreement with the Tioga County Partnership for Community Health for drug and alcohol prevention services. Contract maximum: \$91,074 Funding Source: Drug and Alcohol.
9. 2024/25 Amendment #2 to the Purchase of Service Agreement with Concern for provision of supervised visitation and parent coaching services to eligible Tioga County consumers. Original contract maximum: \$32,500 Amended contract maximum: \$79,500 Second amended contract maximum: \$103,500 Funding source: Office of Children and Youth.
10. 2025/26 Agreement with Wellspring Community Support Services for the provision of mobile social rehabilitation services. Contract maximum: \$33,806 Funding source: Human Services and Supports.
11. 2025/26 Agreement with Harbor Counseling for the provision of drug and alcohol outpatient services. Contract maximum: \$30,000 Funding source: Department of Drug and Alcohol Programs.
12. 2024/25 Agreement with Harbor Counseling for the provision of after-hours on-call crisis line case management services. Contract maximum: \$3,900 Funding source: Department of Drug and Alcohol Programs.
13. 2025/26 Agreement with Crossroads Counseling, Inc. for the provision of drug and alcohol outpatient services to eligible Tioga County residents. Contract maximum: \$25,000 Funding source: Department of Drug and Alcohol Programs.
14. 2025/26 Purchase of Service Agreement with Geisinger Clinic for the Child Advocacy Center of the Central Susquehanna Valley for the provision of children and youth forensic interview services. Funding source: Office of Children and Youth.
15. 2025/26 Independent Contractor Agreement between the County of Tioga and Milestones Physical Therapy, LLC. for the provision of early intervention occupational therapy base-funded services to eligible Tioga County residents. Contract maximum: \$21,240 Funding source: Human Services Block Grant- Early Intervention.
16. 2025/26 Contractor Agreement between the County of Tioga and Alexis Cicorra-Cecce for the provision of home study services for Tioga County children and youth resource family and kinship care programs. Contract maximum: \$7,500 Funding source: Office of Children and Youth.
17. 2025/26 Contractor Agreement between the County of Tioga and Meagan Nowak for the provision of home study services for the Tioga County children and youth resource family and kinship care programs. Contract maximum: \$12,000 Funding source: Office of Children and Youth.
18. 2025/26 Contractor Agreement between the County of Tioga and Trisha Tanner for the provision of home study services for the Tioga County children and youth resource family and kinship care programs. Contract maximum: \$22,500 Funding source: Office of Children and Youth.
19. 2025/26 Purchase of Service Agreement with Partners In Progress, Inc. for the provision of base-funded mental health services to eligible Tioga County residents. Contract maximum: \$71,132 Funding Source: Human Services Block Grant- Mental Health.

20. 2025/26 Purchase of Service Agreement with Wellspring Community Support Services for the provision of psychiatric rehabilitation and peer support services. Contract maximum: \$134,551 Funding source: Human Services Block Grant- Mental Health.
21. 2025/26 Purchase of Service Agreement with Wellspring Community Support Services for the provision of social rehabilitation (drop-in center and social rehabilitation program) Contract maximum: \$103,930 Funding source: Human Services Block Grant- Mental Health.
22. 2025 Resource Family/Respite Agreement with Amanda Mazza for the provision of resource family and respite services. Funding source: Office of Children and Youth
23. 2025 Resource Family/Respite Agreement with Gail Whitney for the provision of resource family and respite services. Funding source: Office of Children and Youth
24. 2025/26 Purchase of Service Agreement, PSA#-01 with Service Access and Management, Inc. for services required to be delivered by the County through the mental health, intellectual disability, and children and youth programs, in accordance with the Act to fulfill the Human Service Block Grant and the children and youth Needs Base Plan and Budget. Contract maximum: \$2,843,648 Funding source: Human Services Block Grant.
25. 2025/26 Purchase of Service Agreement with Alchera, Inc. for the provision of Intellectual Disability base-funded assistive technology services. Contract maximum: \$8,400 Funding Source: Human Services Block Grant- Intellectual Disability.
26. 2025/26 Purchase of Service Agreement with Community Resources for Independence for the provision of intellectual disability base-funded services. Contract maximum: \$9,000 Funding source: Human Services Block Grant- Intellectual Disability.
27. 2025/26 Purchase of Service Agreement with Endless Mountain Transportation Authority for the provision of intellectual disability base-funded transportation services to Tioga County citizens. Contract maximum: \$15,000 Funding source: Human Services Block Grant- Intellectual Disability.
28. 2025/26 Purchase of Service Agreement with Futures Community Support Services, Inc. for the provision of base-funded of Agency with Choice Financial Management services, for eligible Tioga County residents. Contract maximum: \$54,220 Funding source: Human Services Block Grant- Intellectual Disability.
29. 2025/26 Purchase of Service Agreement with Goodwill Industries of North Centeal Pennsylvania for the provision of base-funded intellectual disability services to eligible Tioga County residents. Contract maximum: \$40,957 Funding source: Human Services Block Grant- Intellectual Disability.
30. 2025/26 Purchase of Service Agreement with Martha Lloyd Community Residential Facility for the provision of intellectual disability base-funded services. Contract maximum: \$5,000 Funding source: Human Services Block Grant- Intellectual Disability.
31. 2025/26 Purchase of Service Agreement with OneWell, LLC. for the provision of intellectual disability base-funded services. Contract maximum: \$71,184 Funding source: Human Service Block Grant- Intellectual Disability.
32. 2025/26 Purchase of Service Agreement with Partners In Progress, Inc. for the provision of base-funded intellectual disability services to eligible Tioga County residents. Contract maximum: \$53,257 Funding source: Human Services Block Grant- Intellectual Disability.
33. 2025 Extension Agreement with Alcohol and Drug Abuse Services, Inc. for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
34. 2025 Extension Agreement with Bowling Green Brandywine for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
35. 2025 Extension Agreement with Millerton Acquisition Sub, LLC. dba Bradford Recovery Center for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
36. 2025 Extension Agreement with Colonial House for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
37. 2025 Extension Agreement with Clearbrook Treatment Centers, LLC. dba Huntington Creek Recovery Center for drug and alcohol inpatients services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
38. 2025 Extension Agreement with Libertae, Inc. for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
39. 2025 Extension Agreement with Outside In for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
40. 2025 Extension Agreement with Pyramid Healthcare, Inc. for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
41. 2025 Extension Agreement with Treatment Trends, Inc. for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.

42. 2025 Extension Agreement with White Deer Run, LLC. for drug and alcohol inpatient services on an as-needed basis. Funding source: Department of Drug and Alcohol Programs.
43. 2024/25 Amendment #3 to the Purchase of Service Agreement with Concern for the provision of court ordered specialized services to include psychological evaluation-intake only, individual therapy, and comprehensive diagnostic assessment. Original contract maximum: \$17,650 Amended contract maximum: \$18,250 Funding source: Human Services and Supports Program.
44. 2024/25 Amendment #3 to the Purchase of Service Agreement with Partners In Progress, Inc. for the provision of base-funded intellectual disability services to eligible Tioga County residents for the addition of service. Original contract maximum: \$97,189 Amended contract maximum: not affected Funding source: Human Services Block Grant- Intellectual Disability.
45. 2024/25 Amendment #3 to the Purchase of Service Agreement with Wellspring Community Support Services for the provision of social rehabilitation (drop-in center and social rehabilitation program) services. Original contract maximum: \$99,431 Amended contract maximum: \$107,431 Funding source: Human Services Block Grant- Mental Health.
46. 2025/26 Agreement between the County of Tioga and Pennsylvania Child Welfare Information Solution Data Sharing Agreement.