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: Erick J. Coolidge, Mark L. Hamilton and Roger C. Bunn. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, Marc Rice, Betsy Craig, Christine Perry, Sara Rice, Deb Crawford, Chris Lantz, Katie Wheeler, Bradley Bond, Shelby Rush, and Nat Kennedy, press representative.

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 three ayes and no nays to approve the minutes of July 16, 2019.

NYPUM Recognition Recognition was given to the Tioga County NYPUM Program for receiving a trophy awarded to the program that shows the highest level of sportsmanship. Tioga County has been in possession of this trophy 10 times, since it began being passed around in 1985.

Appoint D. Crawford temp. Planning Director

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the appointment of Deborah Crawford as temporary Director, Planning Department, \$82,385.05/yr. Once this position is filled with a permanent Director, her salary will revert back to her previous salary. This position will be reviewed within a year.

Appoint J. Lundgren temp. Dep. Director, DRO

For information, promoted John Lundgren to the temporary position of Deputy Director, Domestic Relations, effective 8/20/19, \$55,000/yr. This position will be reviewed within a year.

Resignations: N. Shadle T. Losinger M. Fenster-Macher For information, the following resignations were received:

Nichole Shadle, part-time Dispatcher, Dept. of Emergency Services, effective 8/5/19

Tasha Losinger, Residential Treatment, effective 7/27/19

Melissa Fenstermacher, Tioga County Conservation District, effective 7/30/19

Employment declination-L.Burns For information, Laureen Burns declined an employment offer as a Youth Support Specialist.

Hire C. Martin

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Cori Martin, Clerk Typist 2, Family Services, \$11.00/hr. with benefits.

Hire. B. Kerkeslager A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the hire of Ben Kerkeslager, part-time temporary Environmental Response Planning Specialist, Dept. of Emergency Services, \$12.00/hr., no benefits.

Hire R. Newton

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Rachel Newton, part-time temporary Hazardous Materials Planning Specialist, Dept. of Emergency Services, \$12.00/hr., no benefits.

Hire C. Congdon A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the hire of Courtney Congdon, Administrative Assistant, Tioga County Conservation District, \$11.00/hr. with benefits.

Hire M. Geiser

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Marena Geiser, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits.

Hire E. Piller

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Evan Piller, part-time on-call Corrections Officer, Tioga County Prison, \$13.81/hr., no benefits.

Promotion A. Carson

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the promotion of Alecia Carson, from part-time to full-time Corrections Officer, Tioga County Prison, \$17.92/hr. with benefits, effective 8/6/19.

Promotion M. Personius A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the promotion of Maryann Personius, from Caseworker 1 to Caseworker 2, Service Planning Unit of Family Services, \$17.45/hr. with benefits.

Promotion Z. Loudenslager A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the promotion of Zachary Loudenslager, from Caseworker 1 to Caseworker 2, Service Planning Unit of Family Services, \$16.50/hr. with benefits.

Termination S. Hilton

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the termination of Sara Hilton, Youth Support Specialist, effective 8/1/19.

County real estate tax refunds

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Frederick Family Resources LP, Hamilton Twp., \$126.68; TylerMichael LLC, Shippen Twp., \$171.25; Mary Ellen Gordner, Union Twp., \$27.43; Lawrence J. Connolly IRA, Ward Twp., \$29.24; Jason Blend, Middlebury Twp., \$34.28; Douglas C. & Elizabeth J. Rowland, Westfield Borough, \$156.38; Keith & Holly S. Webster, Chatham Twp., \$74.74; Timothy K. & Kari E. Nye, Gaines Twp.,\$47.46; James M. III & Wendy L. Briggs, Clymer Twp., \$31.57; Allen H. & Linda M. Shissler, Clymer Twp., \$50.80; Joseph D. & Maria L. Bliss, Westfield Twp., \$201.00; Acorn Realty #22 LLC, Elkland Borough, \$289.52.

Use of Green Dickens of Christmas

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a request from the Chamber of Commerce to use the courthouse parking all day and the Green at 5:30 p.m., Saturday, December 7, 2019 for the annual Dickens of a Christmas and the tree lighting ceremony / caroling.

Enterprise vehicle agreement

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a 4-year lease agreement with Enterprise Fleet Management for a 2020 Chevrolet Traverse for Family Services, \$693.31/month.

Appoint M. Greer to Housing Authority boards

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the appointment of Marcia Greer as Tenant Representative on the Tioga County Housing Authority & the Tioga Redevelopment Authority Board of Directors. The Redevelopment term expires in January 2021 and the Housing Authority term expires in April 2021.

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

Adopt Resolution R-12-19

## **SIGNATORY AUTHORITY** Resolution R-12-19

BE IT RESOLVED AND IT IS HEREBY RESOLVED that the Tioga County Board of Commissioners do hereby authorize David Cohick, Director, Tioga County Emergency Services and/or Benton Best, Tioga County Emergency Management Coordinator, as their designated representative(s) to electronically sign, submit, and complete any documents related to the Pennsylvania Emergency Management Agency (PEMA) administered grant funding.

Adopted this 20<sup>th</sup> day of August, 2019.

Tioga County Board of Commissioners

/s/ Erick J. Coolidge /s/ Mark L. Hamilton

Attest: /s/ Derek Williams Chief Clerk

/s/ Roger C. Bunn

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

## **COUNTY OF TIOGA** Commonwealth of Pennsylvania

Adopt Resolution R-13-19

**RESOLUTION No. R-13-19** 

OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY, PENNSYLVANIA, ADOPTING AN AMENDMENT TO THE ARTICLES OF INCORPORATION OF NORTHERN TIER SOLID WASTE AUTHORITY TO EXTEND THE CORPORATE LIFE AND REVISE THE PURPOSES AND POWERS OF SUCH AUTHORITY, AS PROPOSED BY RESOLUTION OF THE BOARD OF SAID **AUTHORITY; SETTING FORTH SUCH PROPOSED AMENDMENTS; AUTHORIZING SAID AUTHORITY AND PROPER OFFICERS** THEREOF TO EXECUTE, VERIFY AND FILE APPROPRIATE ARTICLES OF AMENDMENT.

WHEREAS, the BOARD OF COMMISSIONERS, Tioga County, Pennsylvania (the "County"), by appropriate action heretofore caused to be incorporated NORTHERN TIER SOLID WASTE AUTHORITY (the "Authority"), pursuant to the provisions of the Municipality Authorities Act (53 Pa.C.S. Ch. 56), as amended and supplemented, of the Commonwealth of Pennsylvania (the "Authorities Act"); and

WHEREAS, the Authority presently is organized and existing under provisions of the Authorities Act; and WHEREAS, the Authority, by Resolution duly adopted, has proposed that its Articles of Incorporation be amended to increase the term of existence of the Authority and revise the purposes and powers, which amendments are authorized and permitted by the Authorities Act; and

WHEREAS, the Authority has caused to be submitted to the Board of Commissioners of Tioga County a copy of the Resolution adopted by the Board of the Authority, duly certified by the Chairman or Vice Chairman and Secretary or Assistant Secretary of the Authority, as appropriate, wherein said amendments are proposed, which Resolution contains the language of said proposed amendments; and

WHEREAS, the Authorities Act provides that the Board of Commissioners of Tioga County, being the governing authority of one of the municipalities composing the Authority, shall adopt or reject said proposed amendments by resolution or ordinance.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Tioga County, as follows: **SECTION 1.** The Board of Commissioners of this County adopts and approves the amendments to the Articles of Incorporation of the Authority as proposed by a Resolution duly adopted by the Board of the Authority, a copy of which Resolution, duly certified by the Chairman or Vice Chairman and Secretary or Assistant Secretary, as appropriate, of the Authority, has been submitted to the Board of Commissioners of Tioga County.

**SECTION 2.** The amendments to the Articles of Incorporation of the Authority, which hereby is adopted and approved, shall amend said Articles of Incorporation, all in accordance with Section 5605(a)(2) of the Authorities Act, by adding to said Articles of Incorporation the following paragraphs:

"4. Purposes and Powers of Authority. The Authority shall have all the powers and purposes of a municipality authority granted under the Municipality Authorities Act."

"9. The term of existence of the Authority shall be extended in accordance with Section 5606 (a)(2) of the Municipality Authorities Act and shall not exceed fifty (50) years from the date of approval of the Articles of Amendment."

**SECTION 3.** Proper officers of the Authority hereby are authorized to execute, verify and file appropriate Articles of Amendment with the Secretary of the Commonwealth of Pennsylvania and to take all other action and to do all other things which may be necessary in order to accomplish such amendments of the Articles of Incorporation of the Authority in the manner herein adopted and approved.

**SECTION 4.** All resolutions or parts of resolutions insofar as the same shall be inconsistent herewith, shall be and the same hereby expressly are repealed.

DULY ADOPTED this 20<sup>th</sup> day of August, 2019, by the Board of Commissioners of TIOGA COUNTY, Tioga County, Pennsylvania, in lawful session duly assembled.

ATTEST: FOR TIOGA COUNTY:

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

## **CERTIFICATE**

I, the undersigned, Chief Clerk of the Board of Commissioners of Tioga County, Pennsylvania (the "County"), certify that: the foregoing is a true and correct copy of a Resolution which duly was adopted by affirmative vote of a majority of all members of the Board of Commissioners at a meeting duly held on August 20, 2019; said Resolution duly has been recorded in the minute book of the Board of Commissioners; and said Resolution has not been amended, altered, modified or repealed as of the date of this Certificate.

I further certify that the Board of Commissioners met the advance notice and public comment requirements of the Sunshine Act, 65 Pa.C.S. Ch. 7, by advertising said meeting, by posting prominently a notice of said meeting at the principal office of the Borough or at the public building in which said meeting was held, and by providing a reasonable opportunity for public comment at said meeting, all in accordance with such Act.

I further certify that: the total number of members of the Board of Commissioners of Tioga County is three (3); the vote of members of the Board of Commissioners upon said Resolution was called and duly was recorded upon the minutes of said meeting; and members of the Board of Commissioners voted upon said Resolution in the following manner:

Erick J. Coolidge - Aye Mark L. Hamilton - Aye

Roger C. Bunn - Aye

IN WITNESS WHEREOF, I set my hand and affix the official seal of the County, this 20<sup>th</sup> day of August 2019. /s/ Derek Williams, Chief Clerk

North Country Woodworking agreement A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an agreement with North Country Woodworking to replace the exterior front doors on the original section of the courthouse - \$10,916. Act 13.

Vision Govt. Solutions agreement

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a contract with Vision Government Solutions to upgrade the Appraisal Vision Software used by the Assessment office - \$146,000. Act 13.

Dell server purchase

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the purchase of a new server, to accommodate the new software from Vision Government Solutions, \$7,252.18. Act 13.

Multi-Party Geospatial Data Share agreement

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a Commonwealth of Pennsylvania Multi-Party Geospatial Data-Sharing Agreement.

NDA w/ Tri-County Rural Elec for broadband expansion A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a Mutual Non-Disclosure Agreement with Tri-County Rural Electric Cooperative, Inc. regarding the expansion of broadband services in Tioga County and a wider regional area.

Insight Medical Group agreement A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a Telemental Health Services Agreement between Tioga County and Insight Medical Group, to provide mental health care services remotely, via telemedicine, to inmates at the Tioga County Prison. Rate: \$2,000 set-up and implementation; daytime Telepsychiatry Services: \$125/hour.

29 Agreements for DHS

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve 29 agreements/amendments for Department of Human Services (a listing is attached).

Public Comment –	
None	
The next meeting of the Tioga County Board	d of Commissioners is scheduled for September 17, 2019.
The meeting adjourned at 10:27 a.m.	
Attest:	
Derek Williams	F.11.6 1.1
	Erick J. Coolidge
	Mark L. Hamilton
	Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:28 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, Roger C. Bunn, and Kera Hackett. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Marc Rice, Betsy Craig, Christine Perry, Sara Rice, Deb Crawford, Chris Lantz, and Nat Kennedy, press representative.

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 July 16, 2019.

Create Deputy Director, DRO 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 Deputy Director position in the Domestic Relations office, \$55,000/year.

Create p.t. Hazardous Mat. Planning Spec. in DES 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 a request to create a part-time temporary Hazardous Materials Planning Specialist in the Department of Emergency Services, under the direction of the Local Emergency Planning Committee (LEPC), \$12.00/hr., no benefits. This position is 100% funded by the LEPC.

Create Case-Worker 2 in Family Svcs A motion was made by Roger C. Bunn, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a create to create a Caseworker 2 position in Family Services, \$15.56/hr. with benefits. This position will be the main point of contact for truancy cases for the youth as well as Representative Payee services for the Tioga County consumers deemed incapable of managing their Social Security funds.

Create D&A Case Mgmt Spec. at DHS A motion was made by Roger C. Bunn, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a request to create a Drug and Alcohol Case Management Specialist at the Department of Human Services, \$14.56/hr. with benefits.

Salary increase J. Zeyn

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 salary increase for Joshua Zeyn, Assistant Chief Assessor, due to increased director responsibilities, \$54,692.58.

The meeting adjourned at 10:34 a.m.

A 44 a 24 a	Erick J. Coolidge	
Attest: Derek Williams		
	Mark L. Hamilton	_
	Roger C. Bunn	
	*** *** 1 ···	
	Kera Hackett	