

TIOGA COUNTY BOARD OF COMMISSIONERS
Agenda for February 11, 2025

- Pledge of Allegiance
- Public Comment – Agenda items only
- Minutes of January 14, 2025
- Personnel items
- Annual preventative maintenance agreement with Cleveland Brothers Equipment Company for the generator and fire pump at the Tioga County Prison - \$4,825.
- State Homeland Security Grant Program Agreement – between PEMA (PA Emergency Management Agency) and the North Central Task Force. Subgrant award is up to \$459,736, to support planning, training, preparedness, and response to acts of terrorism and other catastrophic events.
- G. R. Noto – change order for Patterson Trailhead Facility building – revised lighting package - \$11,566.
- McClure Company – one-year HVAC preventative maintenance contract for seven tower sites - \$4,510
- McClure Company – one-year HVAC preventative maintenance contract for 911 center - \$4,990
- McClure company – one-year HVAC preventative maintenance contract for DHS – \$1,418
- Proposal from MCM Consulting Group – consulting services for a pilot project to enhance Emergency Medical Services in a selected region of Tioga County, \$33,088. Act 13.
- Johnson Controls – five-year renewal agreement for software support of existing Genetec Advantage Software for Security cameras - \$84,311.45. Act 13.
- Zoom Communications – upgrade needed for 2 MDJ courts and Tioga County Prison - \$1,497. Act 13.
- Sangoma – four-year support and maintenance agreement for telephone service at county offices- \$21,240. Act 13.
- Secureworks – annual renewal of cyber security for Tioga County systems- \$53,704.20. Act 13.
- Eaton - UPS backups for Emergency Services, Tioga County Prison, and courthouse - \$9,361. Act 13.
- Altech Systems – wiring/programming of new iStar G2 panel for nine doors (3 Domestic Relations; 4 Judges; Law Library; and Prisoner Holding) - \$14,381.60. Act 13.
- Altech Systems – replacing iStar Pro on doors in the courthouse armory with new iStar Ultra G2 - \$16,719.94. Act 13.
- Marco Technologies – three-year renewal of BitDefender anti-virus software - \$26,092.50. Act 13.
- Tioga County Partnership for Community Health – reimbursement for weekly transportation assistance provided to Tioga County Dialysis patients during Wellsboro’s facility shutdown between February – December 2024, \$5,385. Act 13.

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- Potter Tioga Library System – annual request, \$100,000. Act 13.
- Adopt Resolution R-1-25: Signature Authorization on PA DOT Letter of Authorization
- Crary Hose Company – financial assistance towards Live Burn Training building project, \$75,000. Act 13. Total cost for the building is \$175,000, delivered. A grant in the amount of \$100,000 has been awarded by the Office of the State Fire Commissioner that is earmarked for this project.
- Approve the following County real estate tax refunds: Ernie J. & Jeanine R. Bieser, Chatham Twp., \$69.69; Northwest Savings Bank, Wellsboro Borough, \$1,761.05; Northwest Savings Bank, Wellsboro Borough, \$1,514.06.
- Agreement with Farmington Township, who is delegating all tax collection activity to Tioga County for 2025.
- Approve 25 agreements for the Dept. of Human Services
- January 2025 Payroll & Benefits paid: \$
January 2025 Accounts Payable: \$
- Public Comment
- The next meeting of the Tioga County Board of Commissioners is scheduled for March 11, 2025
- Commissioner News

Adjourn

TIOGA COUNTY SALARY BOARD

- Comments
- Minutes of January 14, 2025
- Transition the following Human Services staff to exempt (salaried) status, to create a unified supervisory staff: Shawn Mayo, Meagan Nowak, Maryann Personius, Lindsey Staudt (Shults), Samantha Weiskopff
- Tyler Belz, 911 Dispatcher, has finished training and is a certified full-time telecommunicator. Hourly increase of \$1.00/hr.
- Carter Strange, 911 Dispatcher, has finished training and is a certified full-time telecommunicator. Hourly increase of \$1.00/hr.
- Reva Baldwin, Victim Witness Coordinator, District Attorney’s office – annual salary increase of \$3,363.50 effective 2/23/25, for taking on additional role of Juvenile Victim Witness Coordinator. Increase is 100% grant funded.

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- Diane Schwartz, adjust hourly rate to \$25.77, to match her rate from SAM Inc. when she transferred back to County, effective 2/23/25.
- Approve a salary of increase of \$0.15/hr. for the following Family Services employees, effective 2/23/25:

Mellissa Parsons	Administrative Assistant	Jessica Gordon	Ongoing Caseworker 3
Lloyd Pepper	CORE Caseworker 3	Carrie Milkie	Ongoing Caseworker 3
Malachi Cunningham	AMP Specialist (PT seasonal)	Marcia Holsomback	Ongoing Caseworker 2
Brett Weiskopff	Intake Casework Manager	Aryn Vanwormer	Ongoing Caseworker 2
Jenny Klimko	Ongoing Casework Manager 1	Patricia Wattles	Ongoing Caseworker 2
Trisha Tanner	Ongoing Casework Manager 1	Diane Schwartz	Ongoing Caseworker 2
Samantha Weiskopff	Intake Casework Supervisor	Virginia Sticklin	Ongoing Caseworker 1
Meagan Nowak	Intake Casework Supervisor	Britney Brutsman	Ongoing Caseworker 1
Maryann Personius	Intake Casework Supervisor	Meadow Barnes	Ongoing Caseworker 1
Alexis Cicorra-Cecce	Ongoing Casework Supervisor	Ryan Osgood	Ongoing Caseworker 1
Christine Dake	Ongoing Casework Supervisor	Leah Shilling	Ongoing Caseworker 1
Lindsey Shults	Ongoing Casework Supervisor	Tara Gordon	Ongoing Caseworker 1
Cody Losinger	Ongoing Casework Supervisor	Nicole Horton	Screening Caseworker 1
Shawn Mayo	Screening Supervisor	Traci McLean	Screening Caseworker 1
Jeanette Salevsky	Foster Care Supervisor	Christine Connell	Foster Care Caseworker 2
SueAnne Carson	C&Y Program Supervisor	Tamara Wood	Foster Care Caseworker Assistant
Richele Hall	Training and Policy Supervisor	Nicole Killingstad	C&Y Caseworker Assistant
Kathryn Null	Intake Caseworker 3	Kenneth Nowak	C&Y Caseworker Assistant
Briana Howard	Intake Caseworker 2	Kiarra Burrell	C&Y Caseworker Assistant
Andrea Causer	Intake Caseworker 2	Saiyan Losinger	C&Y Caseworker Assistant
Jenavieve Weiss	Intake Caseworker 1	Kelly McConaghy	C&Y Caseworker Assistant
Kaitlyn Wetzel	Intake Caseworker 1	Julie Faivre	Systems Analyst
Whitney DeLong	Intake Caseworker 1	Cori Martin	Clerk Typist 3
Brenda Matteson	Intake Caseworker 1	Tammy Farman	Clerical Support Staff
Haley Davis	Intake Caseworker 1	Andrea Bbosa	Clerical Support Staff
Christina DePaula	Intake Caseworker 1	Jeanette Schock	Clerical Support Staff
		Virginia Losinger	Clerical Support Staff (Part-Time)

Adjourn

TIOGA COUNTY RETIREMENT FUND BOARD

- Comments
- Minutes of January 14, 2025
- Payment of \$2276.00 to Korn Ferry for January 2025 actuarial services

For information of the Board:

1/1/25	Jones, Nell E.	Retired, Option Four (A)
1/17/25	Shutt, Scott	Retired, Option Two
1/24/25	Frost, Jordan	Rollover
1/28/25	Jones, Thomas D.	Deceased Pensioner, No Option
2/3/25	Stone, Helen	Refund
2/10/25	Marsh, Ashlie	Refund

Adjourn

TIOGA COUNTY ELECTION BOARD

- Comments
- Minutes of January 14, 2025
- Annual permanent absentee letters have been mailed out to 128 voters and 4,278 annual permanent mail-in letters have been mailed out to voters.
- Under the Elections section on the county website, an unofficial proclamation has been posted listing the public offices to be elected at the Municipal Primary election.
- To date, \$67,829.94 of the Election Integrity Grant (\$136,147.03) has been used for poll worker training, poll worker pay, printing ballots and polling place materials. A balance of \$68,317.09 is available for spending through June 2025.
- Important Dates:

February 14, 2025	petition packets will be released for the upcoming Municipal election
February 18, 2025	first day to obtain signatures for petitions
March 11, 2025	last to circulate and file petitions in the Election office before 4:30 p.m.
May 20, 2025	Municipal Primary Election

Adjourn

DHS CONTRACTS:

1. 2024/25 Amendment #1 to the Human Services and Supports Purchase of Service Agreement with Concern for the provision of Court Ordered Specialized Services.
2. 2024/25 Purchase of Service Agreement with Jessica Bentley-Sassaman for provision of Interpretation and Transliteration Services for eligible Tioga County residents.
3. 2024/25 Amendment #1 to the Independent Contractor Agreement between the County of Tioga and Julie Schlosser for the provision of Early Intervention Special Instructor Services(base-funded).
4. 2024/25 Purchase of Service Agreement with Tioga County Partnership for Community Health for the provision of Generic Services: Transportation.
5. 2024/25 Letter of Agreement with the Northern Tioga School District for the provision of Drug and Alcohol Student Assistance Program (SAP) services.
6. 2024/25 Amendment #1 Independent Contractor Agreement between the County of Tioga and Lisa Ham for the provision of Early Intervention Special Instructor Services (base-funded).
7. 2024/25 Amendment #1 Purchase of Service Agreement with Futures Community Support Services, Inc. for the provision of Agency with Choice Financial Management Services, for eligible Tioga County residents.
8. 2024/25 Collaboration Agreement between the County of Tioga, Northern Tioga School District, and Service Access & Management, Inc., detailing collaboration between the organizations regarding the S.T.A.R. program.
9. 2024/25 Collaboration Agreement between the County of Tioga, Wellsboro Area School District, and Service Access & Management, Inc. detailing collaboration between the organizations regarding the S.T.A.R program.
10. 2025 Resource Family/Respite Agreement with Jeffrey and Cheryl Beckman for the provision of Resource Family/Respite services.
11. 2024/25 Addendum #2 to the Purchase of Service Agreement, #PSA-01 with Service Access & Management, Inc. for services required to be delivered by the County through the MH/ID/C&Y Program, which also functions as the BSU for the MH/ID Program, in accordance with the Act to fulfill the Human Service Block Grant and the C&Y Needs Base Plan and Budget.
12. 2025 Resource Family/Respite Agreement with Kyle and Cassandra Campbell for the provision of Resource Family/Respite Services.
13. 2025 Resource Family/Respite Agreement with Juanita Campbell for the provision of Resource Family/Respite services.
14. 2025 Resource Family/Respite Agreement with Jesse and Hannah O'Neil for the provision of Resource Family/Respite Services.
15. 2025 Resource Family/Respite Agreement with Glenard and Sharon Wetzel for the provision of Resource Family/Respite Services.
16. 2024/25 Contractor Agreement between the County of Tioga and Meagan Nowak for the provision of Home Study Services for the Tioga County C&Y Resource and Kinship Care Programs.
17. 2024/25 Vendor Agreement between the County of Tioga and Clean Machine for the provision of car cleaning services.
18. 2024/25 Drug and Alcohol Agreement with Meadowlark Counseling for the provision of drug and alcohol outpatient services to eligible Tioga County residents.
19. 2024/25 Purchase of Service Agreement between the County of Tioga and Propio, LLC. for the provision of Interpretation and Translation services for the County of Tioga.
20. 2024/25 Purchase of Service Agreement with Community Resources for Independence for the provision of ID base-funded services.
21. 2024/25 Amendment #1 to the Purchase of Service Agreement with Pyramid Healthcare for drug and alcohol inpatient services on an as-needed basis.
22. 2024/25 Amendment #2 to the 2024/25 Agreement with Harbor Counseling for the provision of drug and alcohol outpatient services.
23. 2024/25 Purchase of Service Agreement with The Advocacy Alliance for the provision of Independent Monitoring (IM4Q).
24. 2024/25 Purchase of Service Agreement with The Advocacy Alliance for the provision of Representative Payee services for authorized Tioga County residents.
25. 2024/25 Purchase of Service Agreement with Cove Prep for children and youth placement services on an as-needed basis.