

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 Janice Chamberlain, Casey Zuchowski, Kera Hackett, Deb Bigley, Kaye Aumick, Penny Whipple, Josh Zeyn, Betsy Craig, Marie Seymour, Sara Rice, Christa Hilfiger, Frank Levindoski, Kristin Hamilton, Dan Styborski, Chris Eckert, Bob Goodrich, Robin Adams, Joy Childs, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

For information –

- o President Judge Wheeler has appointed Josh Zeyn (R) as the third member of the 2023 Board of Elections.

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 January 10, 2023.

Resignation
H.Dilly
V.Losinger

For information, the following resignation and retirement have been received:

- Dilly, Hannah – Probation department, effective 1/25/23
- Losinger, Virginia – Dept. of Human Services, effective 3/7/23

Hire A.Marsh

For information, hired Ashlie Marsh, full-time Deputy Sheriff, Sheriff’s Office, \$17.00/hr. with benefits, effective 2/21/23.

Hire J.Pinelli

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 Jean Pinelli, Clerk, Assessment office, \$12.59/hr., with benefits.

Hire S.Sheaffer

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 Samantha Sheaffer, full-time Dispatcher-in-training, Dept. of Emergency Services, \$15.00/hr. with benefits, effective 2/28/23.

Hire A.
Williams

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 Ashley Williams, full-time Dispatcher-in-training, Dept. of Emergency Services, \$15.00/hr. with benefits, effective 2/28/23.

Hire P.Wilcox

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 Patricia Wilcox, Case Aide, Family Services, \$13.50/hr. with benefits.

Termination
K.Downs

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 Krystal Downs, Dispatcher-in-training, Dept. of Emergency Services, effective 1/9/23.

Termination
G.Grant

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 termination of Gregory Grant, Maintenance Worker 2, effective 2/10/23.

Termination
M.Moyer

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 termination of Michael Moyer, Maintenance Worker 2, effective 2/10/23.

Use of parking
lot

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 use of the courthouse parking lot, May 6, 2023, for a start point / meeting area for the Mammoth Endurance Gravel bicycle event.

Use of county
properties

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 County property for the following events: Green – June 12-June 18, 2023 for the PA State Laurel Festival; courthouse steps – June 16, 2023 for Queen’s Welcome; courthouse parking lot for festival attendees– June 17, 2023; Green - September 15-16, 2023 for STPR; Green, February 10, 2024 for Winter Celebration.

Use of Green,
parking lot

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 use of the Green and courthouse parking lot, August 26, 2023, for the 2023 Relay for Life Event; tents and chairs may be set up on August 25 and removed August 28.

Use of Green

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 use of the Green, September 23-24, 2023, for the Tioga County Soil Conservation District’s Hometown Science Fair.

Adopt
Resolution
R-1-23

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. Tioga County will receive \$337,207 and this program will be administered by Develop Tioga.

**2023 Whole Homes Repairs Application
RESOLUTION NO. R-1-23**

A Resolution of the **Board of Commissioners of Tioga County**, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Whole Home Repairs Program, pursuant to Section 3002(1) of the act of July 8, 2022 (Act No. 1A of 2022), known as the General Appropriation Act of 2022, the General Assembly of the Commonwealth appropriated federal funds from the COID-19 Response Restricted Account to the Department of Community and Economic Development for COVID Relief-ARPA-Whole Home Repairs Program. And pursuant to section 135-C of the act of July 11, 2022 (Act No. 54 of 2022), known as the Fiscal Code, the Department of Community and Economic Development is authorized to establish the Whole-Home repairs Program, issue guidelines and award grants in accordance with the statement of Purpose.

WHEREAS, the PROJECT includes the acquisition, renovation, and redevelopment of a property in Tioga County to create the first accredited and integrated public/private law enforcement and academic education training program and facility, with dedicated classrooms for instruction, demonstration, and testing as well as high-tech integration of immersive virtual reality training labs; and

WHEREAS, the COUNTY and the EMERGENCY RESPONSE TRAINING AND CERTIFICATION ASSOCIATION ("ERTCA") desire to enter into an Agreement whereby the COUNTY serves as the public applicant for the aforementioned grant, and ERTCA as the subrecipient, according to the terms of this Resolution and the terms required by the Commonwealth;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF TIOGA COUNTY as follows:

- 1) The COUNTY supports the RACP grant application for ERTCA to move forward with the PROJECT should funds be awarded,
- 2) The COUNTY agrees to serve as the public applicant for the Grant,
- 3) The COUNTY does hereby designate Janice Chamberlain as the COUNTY official to execute all documents between the COUNTY and the Pennsylvania Office of the Budget to facilitate and assist in obtaining the requested grant and,
- 4) The COUNTY approves ERTCA and its designated consultant Penn Strategies, LLC to assist in all administrative matters associated with the preparation and submittal of the RACP application.

BE IT FURTHER RESOLVED, that ERTCA agrees to indemnify the COUNTY and hold the COUNTY harmless from any obligation of the COUNTY to the Commonwealth or any other entity or person for any obligation to reimburse the Commonwealth for the state's share of any PROJECT expenditures found by the Commonwealth to be ineligible should funding be awarded, or for any other related claim made against the COUNTY related to the PROJECT, the application and/or the grant; and

BE IT FURTHER RESOLVED, as part of the RACP funding process, ERTCA will be identified as a Sub-Grantee of the COUNTY and will be identified as an administrator of any RACP funding award and Grant Agreement.

THEREFORE, ERTCA and the COUNTY will cooperate fully with each other and their staff to carry out the necessary program compliances should an award be made. If ERTCA abandons the pursuit of the RACP grant, the COUNTY will terminate its agreement to serve as the public applicant for this Grant. The COUNTY and ERTCA acknowledge and agree that any receipt of funding through the RACP is subject to various requirements and conditions imposed by the Commonwealth. This resolution does not constitute any type of guarantee on the part of the COUNTY for funding for this PROJECT, and the COUNTY will not undertake any additional responsibilities or obligations in regard to obtaining such funding.

BE IT RESOLVED AND ATTESTED BY:

/s/ Eric Porterfield CEO, ERTCA	/s/ Erick J. Coolidge Chairman, Tioga County Board of Commissioners	Date: 2/14/23
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/s/ Scott Henry President, ERTCA	/s/ Mark L. Hamilton Vice Chairman, Tioga County Board of Commissioners	Date: 2/14/23
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/s/ Roger C. Bunn Member, Tioga County Board of Commissioners	Date 2/14/23
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ATTEST:

/s/ Janice Chamberlain Tioga County Chief Clerk	Date: 2/14/23
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County real estate tax refund

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 two County real estate tax refunds: Phoenix Wellsboro Industrial Investors, LCC, Wellsboro Borough (Osram Sylvania property) - \$12,388.50 (for tax year 2021) and \$12,714.23 (for tax year 2022).

Dr. Wyatt telepsych 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 Dr. Christopher Wyatt, M.D. for telemental health services for Tioga County prison inmates; up to seven hours of telepsychiatry services per week, \$200/hour.

Enterprise Fleet vehicle leases

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 three Enterprise Fleet Management vehicles leases for the Probation department: two 2023 Dodge Durangos, \$937.80 each/month, 60 months; one 2023 Jeep Grand Cherokee, \$915.23/month, 60 months.

ESRI 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 three-year license renewal agreement with Environmental Systems Research Institute (esri) for ArcGIS software, extensions, and server - \$119,100 (\$39,700 per year).

Land Services Group survey

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 proposal from Land Services Group to provide surveying services for the expansion of the Tioga County Veterans Affairs office - \$5,000. Act 13.

ES&S - addl equipment

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 purchase of six additional ExpressPoll systems from E&S for the Elections office - \$9,921. Act 13.

ES&S – addl
equipment

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 15 additional DS200 poll place scanners and tabulators; and 15 additional ExpressVote Universal Voting systems, from ES&S - \$150,437. Act 13.

Dell – cyber
security

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 one-year agreement with Dell Technologies for purchase of Cyber Security software - \$57,830.75. Act 13.

DHS – 10
agreements

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 ten agreements for the Dept. of Human Services. A listing is attached.

Public Comment –

Robin Adams – ERTCA; former state police barracks in Mansfield

The next meeting of the Tioga County Board of Commissioners is scheduled for March 14,2023.

The meeting adjourned at 10:25 a.m.

Erick J. Coolidge

Attest: _____
Janice Chamberlain

Mark L. Hamilton

Roger C. Bunn

The regular meeting of the Tioga County Salary Board was called to order today at 10:25 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, Roger C. Bunn, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Deb Bigley, Kaye Aumick, Penny Whipple, Josh Zeyn, Betsy Craig, Marie Seymour, Sara Rice, Christa Hilfiger, Frank Levindoski, Kristin Hamilton, Dan Styborski, Chris Eckert, Bob Goodrich, Robin Adams, Joy Childs, and press representative Natalie Kennedy.

Minutes A motion was made by Mark L. Hamilton, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve the minutes of January 10, 2023.

Hours/week change – L.Kriner For information, the weekly work hours for Lori Kriner in the Register and Recorder’s Office is increased from 35 to 37.5.

Corrected hourly rate – L.Shults 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 a correction to the hourly rate for Lindsey Staudt Shults, Caseworker 2, who was promoted at the 1/10/23 meeting. Her correct hourly rate is \$19.35/hr.

Create 2 intern positions – Soil Conservation District 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 the creation of two intern positions at the Tioga County Soil Conservation District. These are temporary positions with no benefits and will not exceed 1,000 hours - \$15.00/hr. Positions will be funded by the Agricultural Conservation Assistance Program (ACAP), Unconventional Gas Well Grant, and Chesapeake Action Plan (CAP) funding.

The meeting adjourned at 10:28 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

Roger C. Bunn

Kera Hackett