

The regular meeting of the Tioga County Commissioners was called to order today at 10:00 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton and Roger C. Bunn. Also present were Janice Chamberlain, Casey Zuchowski, Max Harrison and Kera Hackett. Members of the public included: Ron Johnson, Nicholas Lalic, Jim Davis; press representatives Nat Kennedy and Mike Reuther.

Pledge of Allegiance

For information –

- The next Board of Commissioner's meeting, on August 26, 2014, will be held at the Elk Township building (9245 Leetonia Rd., Gaines) at 7:00 p.m.

Public Comments – (agenda items)

Nicholas Lalic- Tioga County Foundation; UGI; Retirement buy-back option

Minutes

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously carried upon vote of two ayes and no nays to approve the minutes of July 22, 2014.

Hire P. 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 Paula Martin, Caseworker 1, Family Services, DHS, \$12.25/hr. with benefits.

Hire E. Berguson

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 Emily Berguson, Custodian, Support Services, \$8.19/hr. with benefits.

Promote J. Melko

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 John Melko to full-time Second Shift Supervisor, Residential Treatment, DHS, \$10.77/hr. with benefits.

Resignation C. Higley

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 resignation of Carissa Higley, Child Care Worker, Residential Services, DHS, effective 7/22/14.

Resignation D. Flisock

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 resignation of Desiree Flisock, CORE, DHS, effective 8/22/14.

Resignation Z. Johnson

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 resignation of Zara Johnson, Caseworker, Family Services, DHS, effective 8/1/14.

Retirement R. Zengerle

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 retirement of Robert Zengerle, Corrections Officer, Tioga County Prison, effective 9/1/14. The Board thanked Bob for his years of service to the County.

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-40-14

**R-40-14
Covington Township**

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1385.84
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-41-14

**R-41-14
Elk Township**

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$262.55
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-42-14

R-42-14

Chatham Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1477.12
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-43-14

R-43-14

Farmington Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1621.40
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-44-14

R-44-14

Clymer Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1465.62
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-45-14

R-45-14

Hamilton Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$571.36
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-46-14

R-46-14
Knoxville Borough

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$453.99
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-47-14

R-47-14
Duncan Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$307.67
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-48-14

R-48-14
Tioga Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1283.62
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-49-14

R-49-14
Tioga Borough

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$600.00
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-50-14

R-50-14

Liberty Borough

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$184.57
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-51-14

R-51-14

Union Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1739.17
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-52-14

R-52-14

Putnam Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$845.00
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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-53-14

R-53-14

Deerfield Township

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$892.93
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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:

R-54-14

Blossburg Borough

Adopt
Resolution
R-54-14

WHEREAS, the County Officials of Tioga County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation specifications.

Duly adopted on 8/12/14	Allocation Approved: \$1202.32
Attest: /s/ Janice Chamberlain	/s/ Erick J. Coolidge
118 Main Street	/s/ Mark L. Hamilton
Wellsboro, PA 16901	/s/ Roger C. Bunn

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:

RESOLUTION No. R-55-14

Tioga County Retirement Plan Document

Adopt
Resolution
R-55-14

WHEREAS, the Internal Revenue Service (IRS) required the Tioga County Employee's Retirement Fund Board (the "Board") to adopt certain interim amendments as a condition to the IRS issuing to the County a favorable determination letter for the Retirement Plan Document, which had originally been submitted to the IRS January 31, 2011, and the Board subsequently formally adopted and approved; and

WHEREAS, the Board desires to formalize the adoption of the most recent amended and restated Retirement Plan Document.

THEREFORE, be it resolved that the Board hereby adopts and approves The Tioga County Employee's Retirement System and Trust, Amended and Restated Effective January 1, 2011, which incorporates the previously approved interim amendments submitted to the IRS for a favorable determination letter.

DATE: August 12, 2014

Tioga County Employee's Retirement Fund Board
/s/ Erick J. Coolidge
/s/ Mark L. Hamilton
/s/ Roger C. Bunn

Retract County
real estate tax
refunds

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 retract two County real estate tax refunds to Makenzie Costley, Lawrenceville Borough, \$68.85 (2010) and \$58.65 (2009).

Approve
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: Thomas Oliver, Gaines Twp., \$156.34; Elmer Phillips, Gaines Twp., \$30.06; Matthew & Kate Amelia Robson, Gaines Twp., \$96.49; Jon Schumacher, Gaines Twp., \$31.36; John & Dianne Tshudy, Jr., Gaines Twp., \$34.54; Brian & Lynette Zern, Gaines Twp., \$89.04; Telecom Towers of the West LP, Rutland Twp., \$23.40; Leon & Phyllis Parker, Tioga Twp., \$50.71; Jason Hungerford, Tioga Twp., \$64.44; Robert & Mary Bacon, Elkland Borough, \$30.74; Thomas & Ann Decker, Elkland Borough, \$32.86; Craig & Stephanie Young, Lawrence Twp., \$122.68; Lloyd & Susan Morgan, Duncan Twp., \$77.44; Stony Fork Assoc., LLC, Delmar Twp., \$74.55; Todd & Jessica Outman, Clymer Twp., \$30.75; Joseph & Tamara Flynn, Clymer Twp., \$114.03; Gerald & Joanna Goodwin, Charleston Twp., \$25.14; Darrell & Susan Henry, Charleston Twp., \$23.25; John & Mildred Trahnstrom, Charleston Twp., \$54.29; Ronald LaVoie, Charleston Twp., \$34.22; Scott & Tami Lewis, Charleston Twp., \$23.11; Nancy Jean Nichols, Charleston Twp., \$57.42; Alan & Sharon Quimby, Charleston Twp., \$37.09; James & Jane Watkins, Charleston Twp., \$114.98; Terry & Paula Dunham, Westfield Twp., \$147.17; Timothy Eldridge, Westfield Twp., \$211.95; Mike White, Westfield Twp., \$38.19; Dale & Clarita Gurnsey, Jr., Elkland Borough, \$401.20; Thomas & Christine Perry, Charleston Twp., \$326.65; Terri Whitehead, Elkland Borough, \$862.47; Michael Fromm, Jackson Twp., \$238.47.

Agreement w/
Rutland Twp
for tax
collection

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 an agreement with Rutland Township, appointing Tioga County as their tax collector for the period 1/1/14 – 12/31/17.

Deputy Tax
Collector

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 appointment of Michelle English as Deputy Tax Collector for Deerfield Township, Liberty Borough, Morris Township, Shippen Township and Rutland Township.

Deputy tax
collectors

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 Joshua Zeyn, Kenneth Raymond, Barbara Wilson and Tina McGarry as Deputy Tax Collectors for Rutland Township.

Lease w/ Tioga
County
Foundation

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 lease agreement with Tioga County Foundation for office space at the Elkland Business Community Center for use by the District Justice; a three-year lease, \$680.00/month.

Agreement w/
Zetron 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 an agreement with Zetron for the Dept. of Emergency Services radio console maintenance, \$30,000.00, for the period 7/31/14 – 11/30/14.

Agreement w/
UGI Energy 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 UGI Energy Services, LLC to lock in the natural gas renewal pricing of \$2.95 per dekatherm (dth) for the period April 2015 through October 2015. Current price of \$3.74 per dth expires April 2015.

Agreement w/
Forward
Thinking
Systems 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 an agreement with Forward Thinking Systems, LLC for 8 GPS units for Probation department vehicles; equipment and three-year service period, \$5,184.00.

911 complex
change orders 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 10 change orders from J.C. Orr & Son, Inc. for the 911 complex, \$43,489.00, paid from the Act 13 account.

Furniture,
phone system
for 911
complex 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 recommendation for 911 complex furniture and administrative phone system – Xybix brand furniture, \$101,006.15 (20% under what was budgeted); Mitel phone system, \$33,160.00 (20% under what was budgeted). Additionally, a cost benefit analysis was completed on the implementation of the Mitel system and the displacement of Centrex – the annual anticipated savings is \$8,736.00 for phone line cost.

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 nine agreements/amendments for the Department of Human Services (a listing is attached).

Public Comment –
Nicholas Lalic – senior citizen center grants

The meeting adjourned at 10:38 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 10:40 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, Roger C. Bunn and Kera Hackett. Also present were Janice Chamberlain, Casey Zuchowski, and Max Harrison. Members of the public included: Ron Johnson, Jim Davis; press representatives Nat Kennedy and Mike Reuther.

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 July 8, 2014.

Create Forensic
Coordinator
position

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 the position of Forensic Coordinator in the Drug and Alcohol Department. The Forensic Coordinator will be housed in the Tioga County Prison (80%) and the Juvenile Probation Office (20%) and will work with individuals in need of D&A of MH services, \$30,226.56/yr. with benefits.

The meeting adjourned at 10:42 a.m.

Erick J. Coolidge

Attest: _____
Janice Chamberlain

Mark L. Hamilton

Roger C. Bunn

Kera Hackett