

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: Roger C. Bunn, Erick J. Coolidge, and Mark L. Hamilton. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, Deb Crawford, Bob Basalyga, Dan Styborski, Steve Heitzenreiter, and press representative Nat Kennedy.

Pledge of Allegiance

Public Comments – (agenda items)

None

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve the minutes of the January 9, 2018 meeting.

Minutes

For information, Brennan Mosso is hired as Community Service Crew Leader in the Probation Department, \$14.81/hr. with benefits.

Hire B. Mosso

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the hire of Kadie Vanorsdale, Ongoing Integrated Caseworker 1, Family Services, \$14.75/hr. with benefits.

Hire K.  
Vanorsdale

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the hire of Grace Thompson, Ongoing Integrated Caseworker 1, Family Services, \$15.71/hr. with benefits.

Hire G.  
Thompson

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the resignation of Laura Kluge, Fiscal, effective 1/19/18.

Resignation  
L. Kluge

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the resignation of Richard Kane, Corrections Officer, Tioga County Prison, effective 2/10/18.

Resignation  
R. Kane

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to table the following bids received for the 911 tower sites improvement project: ECI Wireless (Harrisburg, PA): \$343,786; Patriot Towers (Scottsville, NY), \$295,500; Convergence Communications (Jim Thorpe, PA): \$267,282.

Bids for 911  
tower sites  
project

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of two ayes and no nays (Commissioner Hamilton abstained) to appoint Mark Hamilton as Commissioner representative on the Tioga County Trail Authority Board for a one-year term, expiring 12/31/18.

Trail Authority  
board appt.

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Bob Basalyga to the Tioga County Housing Authority and Redevelopment Authority's Board of Directors for a five-year term, expiring 1/31/23.

Housing  
Authority  
board appt.

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Dan Styborski, of the Tioga County Housing & Redevelopment Authority, as Fair Housing Officer for a one-year term, expiring 12/31/18.

Fair Housing  
Officer  
appointment

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve funding of \$75,000 for the 2018 County Farmland Preservation Program. Funding will be paid from the Landfill Escrow Account.

Farmland  
Preservation  
Program funds

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve a contractor agreement between Tioga County and Mike Kohut for snow removal at the Elkland District Justice office - \$60.00 to plow and salt parking lot; \$60.00 to clear and salt sidewalks. This contract shall automatically renew for two succeeding years.

Snow removal  
contractor  
agreement for  
Elkland DJ

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

Adopt  
Resolution  
R-1-18

**Tioga County  
Section 504 Officer  
Resolution R-1-18**

All Entitlement Grantees for Community Development Block Grant (CDBG) funds, with more than Fifteen Employees are required to have a Section 504 Officer. Be it resolved on this 23rd day, of January 2018 that the Tioga County Board of Commissioners appoints Dan Styborski to be such officer with the following responsibilities:

- a. Compile and maintain a Self – Evaluation of the grantee's facilities, hiring practices, and citizen participation, as well as each activity funded with the CDBG grant, to assure that there has been no discrimination in the providing of services based on race, color, national origin, sex, disability, religion, familial status, age, or ancestry. From this self-evaluation, Tioga County will develop a Transitional Plan to provide a timetable and responsible entity to bring the County into compliance. The Section 504 Officer will oversee that Tioga County follows the Transition Plan and brings it into compliance;

- b. Tioga County will develop and maintain a grievance procedure that must also be adopted publically, incorporating due process standards and allowing for prompt local resolution of any complaints of discrimination based on disability. Existing grievance procedures can often be adapted to satisfy this requirement. Any individual or authorized representative who believes that they have been denied opportunities or treated differently due to their race, color, national origin, sex, disability, religion, familial status, age or ancestry may file a complaint with the Section 504 Officer. The officer must act on the complaint and maintain the records of the process for monitoring.

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

Tax collection agreements

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve tax collection agreements between Tioga County Tax Claim and the following Townships / Boroughs, delegating all tax collection power relating to the township/borough and county taxes to the County, for the period January 1, 2018 through December 31, 2021:

Blossburg Borough, Duncan Township, Knoxville Borough, Roseville Borough, Shippen Township

Use of Green

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve use of the Green from June 9-17, 2018, and the courthouse parking lot June 16, 2018 for the 2018 Laurel Festival.

DHS agreements

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the following two agreements for the Department of Human Services:

- o Concern – 17/18 Amendment #1 to the Commercial Suite Lease
- o Lackawanna County – 17/18 Purchase of Service Agreement for Residential Services

Public Comment –  
None

The meeting adjourned at 10:16 a.m.

Attest: \_\_\_\_\_  
Derek Williams

\_\_\_\_\_  
Roger C. Bunn

\_\_\_\_\_  
Erick J. Coolidge

\_\_\_\_\_  
Mark L. Hamilton