

The regular meeting of the Tioga County Commissioners was called to order this day at 10:00 a.m. with the following members present: Sam VanLoon, Marc Rice, and Shane Nickerson. Also present was Janice Chamberlain, Casey Zuchowski, Jen Cochran, Kaye Aumick, Josh Zeyn, Kera Hackett, Fred Gorg, Lisa Rice, Marti Shabloski, Mary Wilson, Saira Olson, Betsy Craig, Joy Childs, Chris Perry, Brad Boyce, Mike Spencer, Bob Goodrich, Dan Styborski, Ken VanSant, Claire Ritter, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) –
None

- Minutes A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the minutes of October 8, 2024.
- Budget on display For information, the proposed 2025 Tioga County budget is on display in the Commissioner’s hallway, as well as on the county website under the Commissioner’s link.
- Hire T. Sullivan For information, hired Tina Sullivan, part-time Clerk, Prothonotary & Clerk of Courts Office, effective 10/7/24, \$14.00/hr., no benefits.
- Hire T. Raymond For information, hired Tiffany Raymond, Clerk, Prothonotary & Clerk of Courts Office, \$14.00/hr. with benefits, effective 10/21/24.
- Hire S.Champaign For information, hired Stacy Champaign, Judicial Line Staff, Probation department, \$14.08/hr. with benefits.
- Hire K.McConghy A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the hire of Kelly McConaghy, C&Y Caseworker Assistant, \$16.50/hr. with benefits.
- Hire J.Schock A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the hire of Jeanette Schock, Clerical Support Staff, Family Services, \$13.98/hr. with benefits.
- Hire J.Parsons A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the hire of Jonathan Parsons, Maintenance Worker 1, \$15.75/hr. with benefits.
- Hire A.Wheeler A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the hire of Alan Wheeler, Maintenance Support Specialist, \$18.00/hr. with benefits.
- Resignation T.Sullivan
V.Hauser
M.Potter
B.Roosa
L.Shilling For information, the following resignations have been received:
Tina Sullivan, part-time Clerk, Prothonotary & Clerk of Courts Office, effective 10/14/24
Vanessa Hauser, Children & Youth, effective 10/18/24
Mackenzie Potter, Maintenance, effective 10/18/24
Briona Roosa, Clerk, Prothonotary & Clerk of Courts Office, effective 10/31/24
Leah Shilling, Children & Youth, effective 12/3/24
- Termination A.Roosa A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the termination of Angela Roosa, Support Services, effective 11/7/24.

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to issue the following Proclamation:

Issue
Proclamation

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Tioga County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Tioga County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm’s way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Tioga County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore, be it

RESOLVED, with designation as a Green Light for Veterans County, Tioga County hereby declares this time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Tioga County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence.

Date: November 12, 2024 /s/ Sam Van Loon /s/ Marc Rice /s/ Shane Nickerson

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to adopt the following Resolution:

Adopt
Resolution
R-13-24

**2024 Community Development Block Grant Application
R-13-24**

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 Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act [42 USC 5301 and 24 CFR Part 570], and further certifying compliance with the requirements of said program.

WHEREAS it is necessary and in the public interest that the **Board of Commissioners of Tioga County**, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the **Board of Commissioners of Tioga County**, has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, the **Board of Commissioners of Tioga County**, have undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, the **Board of Commissioners of Tioga County**, are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, **Board of Commissioners of Tioga County**, wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the **Board of Commissioners of Tioga County**, that its **Chair** is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the **Board of Commissioners of Tioga County**, agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the **Chair** of the **Board of Commissioners of Tioga County**, is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the **Board of Commissioners of Tioga County**.

Adopted by the **Board of Commissioners of Tioga County**, at the regular meeting on November 12, 2024.

/s/ Sam VanLoon /s/ Marc Rice /s/ Shane Nickerson

Verizon
Wireless
agreement

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a five-year tower lease agreement with Verizon Wireless, for installation of Verizon equipment on the communication tower in Morris Township. Agreement will automatically be extended for four additional five-year terms. Initial annual rental due to County - \$31,800, with a 2% increase annually.

LDG
agreement

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the renewal of the annual Tioga County Engineering Services agreement with Larson Design Group for 2025.

G.O.Hawbaker
proposal

A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to table a proposal from Glenn O. Hawbaker, Inc. for upgrading the pavilion at the Marsh Creek Greenway trailhead area - \$291,341.78.

G R Noto change order A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a change order from G. R. Noto Electrical Construction, for installation of a fire alarm system at the Patterson Trailhead facility - \$16,675. Funding will be deducted from a previously issued credit.

D.Avery to TCCPC A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the appointment of Dawn Avery to the Tioga County Planning Commission, replacing Deb Bigley, with a term ending December 2026.

K.Kroeck to TCCD Bd A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Karl Kroeck as Farmer Director on the Tioga County Conservation District Board of Directors, for a four-year term.

S.VanLoon to TCCD Bd A motion was made by Shane Nickerson, seconded by Marc Rice and carried upon vote of two ayes and no nays (Commissioner VanLoon abstained) to appoint Sam VanLoon as County Commissioner Director on the Tioga County Conservation District Board of Directors, for a one-year term.

Use of Green A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a request to use the Green for the 2025 Relay for Life event on August 23, 2025.

2025 Farmland funding A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve funding of \$75,000 to the 2025 County Agricultural Land Preservation program.

Bridge 18 repair – award bid A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to award bid to Ryland Construction for Tioga County Bridge #18 repair, Westfield Township, due to flooding in August 2024 - \$106,948. Will be paid with Liquid Fuels funds.

DHS – 31 agreements A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve 31 agreements for the Dept. of Human Services. A listing is attached.

Payroll, A/P A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve October 2024 payroll/benefits \$1,386,520.98, and October 2024 Accounts Payable, \$5,424,866.70.

Public Comment – None

The next meeting of the Tioga County Board of Commissioners is scheduled for December 10, 2024.

The meeting adjourned at 10:30 a.m.

Sam VanLoon

Attest: _____
Janice Chamberlain, Chief Clerk

Marc Rice

Shane Nickerson

The regular meeting of the Tioga County Salary Board was called to order today at 10:30 a.m. with the following members present: Sam VanLoon, Marc Rice, Shane Nickerson, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Jen Cochran, Kaye Aumick, Josh Zeyn, Fred Gorg, Lisa Rice, Marti Shabloski, Mary Wilson, Saira Olson, Betsy Craig, Joy Childs, Chris Perry, Brad Boyce, Mike Spencer, Bob Goodrich, Dan Styborski, Ken VanSant, Claire Ritter, and press representative Natalie Kennedy.

Minutes

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to approve the minutes of October 8, 2024.

Salary
adjustment

A motion was made by Kera Hackett, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to adjust the salary for Sheriff Deputy Lacey Castle to \$20.50/hr. due to graduating from the Sheriff and Deputy Sheriff Waiver class.

Salary
adjustment

A motion was made by Kera Hackett, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to adjust the hourly wage for Virginia Losinger, part-time Clerical Support, Family Services, to \$18.50/hr., no benefits.

The meeting adjourned at 10:32 a.m.

Sam VanLoon

Attest: _____
Janice Chamberlain, Chief Clerk

Marc Rice

Shane Nickerson

Kera Hackett