

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 Janice Chamberlain, Marc Rice, Casey Zuchowski, Kera Hackett, Sara Rice, Josh Zeyn, Scott Zubek, Christa Hilfiger, Desteny Reed, Samantha Weiskopff, Jodi Stevens, Tim Cleveland, Jane Wetherbee, Christopher Eckert, Larry Schmidt, Mike Holley, Candice Holley, Kevin Declan Clark, Tina Bennett, David Tombs, Bob Goodrich, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

Minutes 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 minutes of March 8, 2022.

Appoint Poll Workers For information – Per Purdon’s section 2657(c), effective April 12, 2022, the Tioga County Board of Elections authorizes the Director of Elections to appoint poll workers as needed, at county polling locations that have vacancies, to serve during the 2022 Primary election on May 17, 2022.

Kade Sottolano The Board recognized Kade Sottolano, a senior at Williamson High School, for placing fourth at the PIAA Class AA State Championship Wrestling Tournament on March 10, 2022.

Hayley Painter The Board recognized Hayley Painter, who was selected by WETM News as one of four Women of the Year in the Twin Tiers, for her new business ventures.

Open bids for parking lot project Sealed bids for the parking lot project at 126 Main Street, Wellsboro, were opened. The following bids were received: Dalrymple Gravel & Construction: \$694,851.00; Glenn O. Hawbaker, Inc: \$519,624; HRI Inc.: \$440,612.25; M.R. Dirt Inc.: \$355,076; Solid Ground Service: \$423,766.13; Wolyniec Construction Inc: \$432,965.

10:10 a.m. – The Board moved to executive session to review bids.

10:14 a.m. - The Board returned to the meeting.

Intent to Award for parking lot project 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 intend to award the paving project to M.R. Dirt, Inc., who submitted the low bid of \$355,076; pending further review of documents received.

Hire R.Owlett For information, hired Ryan Owlett as full-time Deputy, Sheriff’s Office, \$15.00/hr. with benefits, effective 4/11/22.

Resignations: M.McCann E.Cavanaugh C.Congdon For information, the following resignations were submitted:
Marilyn McCann, Dispatcher, Dept. of Emergency Services, effective 3/21/22
Emily Cavanaugh, Corrections Officer, Tioga County Prison, effective 3/31/22
Courtney Congdon, Administrative Assistant, Soil Conservation District, effective 6/2/22

K.Mosher – to interim 1st Deputy For information, appointed Keriane Mosher to interim First Deputy, Register & Recorder’s Office; \$1,000/year stipend.

Hire D.Renninger 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 Daniel Renninger, full-time Cook, Tioga County Prison, \$13.00/hr. with benefits.

Hire K.Wetzel 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 Kaitlyn Wetzel, Caseworker 1, Intake unit of Family Services, \$18.00/hr. with benefits.

Proclamation 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 issue the following Proclamation:

**Proclamation of Child Abuse Prevention Month
April 2022**

WHEREAS, preventing child abuse and neglect is a community effort that can be affected by the involvement of people throughout the community; and

WHEREAS, child maltreatment often occurs when people find themselves in stressful situations, without community resources, and don’t know how to cope; and

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

WHEREAS, child abuse and neglect can be reduced by making sure each family has the support they need to rear their children in a healthy environment; and

WHEREAS, child abuse and neglect not only directly harm children, but also increases the likelihood of criminal behavior, substance abuse, and health problems such as heart disease and obesity; and

WHEREAS, all citizens should become involved in supporting families in rearing their children in a safe, nurturing environment; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith-based communities, civic organizations, law enforcement agencies, and the business community.

NOW, THEREFORE, We, the Commissioners of Tioga County, do hereby proclaim the month of April 2022 as Child Abuse Prevention Month in Tioga County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse.

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

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 issue the following Proclamation:

Proclamation

**MOTORCYCLE SAFETY AND AWARENESS MONTH
MAY 2022**

WHEREAS, the safety of all Tioga County motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the County of Tioga; and

WHEREAS, motorcycle riding is a popular form of recreation and transportation for thousands of people in our county and our nation. Licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and

WHEREAS, it is especially important that the citizens of our county be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques and promoting motorcycle safety; and

WHEREAS, during the month of May, the Grand Canyon Chapter of the Alliance of Bikers Aimed Toward Education (ABATE) of Pennsylvania will continue their advocacy of motorcycle safety and awareness and stay active in promoting motorcycle safety through both motorist and rider education; and improving the image of motorcyclists to the general public.

NOW, THE
REFORE, in recognition of the importance of motorcycle safety on our county's roads and highways, the Tioga County Commissioners do hereby proclaim May 2022 as MOTORCYCLE SAFETY AND AWARENESS MONTH. All motorcyclists are encouraged to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

DATE: April 12, 2022
TIOGA COUNTY COMMISSIONERS
/s/ Roger C. Bunn /s/ Erick J. Coolidge /s/ Mark L Hamilton

Resolution
R-4-22

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:

**RESOLUTION PAGE
R-4-22**

DCNR-C2P2
Applicant/Grantee Legal Name: Tioga County Commissioners
Web Application ID: 2004939
Project Title: Pine Creek Rail Trail Extension – Downtown Wellsboro Connector

WHEREAS, Tioga County Commissioners (“Applicant”) desires to undertake the project “Pine Creek Rail Trail Extension – Downtown Wellsboro Connector” (“Project Title”); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources (“Department”) a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled “Terms and Conditions of Grant”; and

WHEREAS, the applicant understands that the contents of the document entitled “Terms and Conditions of Grant,” including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the applicant by “Erick J. Coolidge” who, at the time of signing, has a TITLE of “Chairman, Board of Commissioners” and the email address of ecoolidge@tiogacountypa.us.
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.

3. If the applicant is awarded a grant the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing the amendment, has the "TITLE" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the Tioga County Board of Commissioners of this applicant, this 12th day of April, 2022.

/s/ Erick J. Coolidge

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 adopt the following Resolution:

Resolution
R-5-22

**RESOLUTION PAGE
R-5-22**

DCNR-C2P2
Applicant/Grantee Legal Name: Tioga County Commissioners
Web Application ID: 2004939
Project Title: Pine Creek Rail Trail Extension – Railroad Line Site Acquisition

WHEREAS, Tioga County Commissioners ("Applicant") desires to undertake the project "Pine Creek Rail Trail Extension – Railroad Line Site Acquisition" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant"; and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the applicant by "Erick J. Coolidge" who, at the time of signing, has a TITLE of "Chairman, Board of Commissioners" and the email address of ecoolidge@tiogacountypa.us.
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing the amendment, has the "TITLE" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the Tioga County Board of Commissioners of this applicant, this 12th day of April, 2022.

/s/ Erick J. Coolidge

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:

Resolution
R-6-22

**Tioga County
Real Estate Tax Exemption
For
Non-War time Veterans and Surviving Spouses**

Resolution R-6-22

WHEREAS, Tioga County currently provides a real estate tax exemption for all veterans and unmarried surviving spouses of veterans who meet the criteria as stated in the County Code and Title 51, Subchapter C, Section 5.23 Eligibility (2) (B) Subsections (i), (ii), (iii), and (iv); and

WHEREAS, if a service member is rated at 100% disability, but has no war time service established by the Dept. of Veterans Affairs; as established by the State legislation, does not allow the service member to qualify for real estate tax exemption; and

WHEREAS, Tioga County wishes to extend the real estate tax exemption to service members who served during a non-war time period as established by the Dept. of Veterans Affairs, and their surviving spouse; and

WHEREAS, if the surviving spouse should remarry, the real estate tax exemption shall end.

THEREFORE, BE IT RESOLVED, Tioga County is committed to supporting the thousands of veterans and their dependents in our county. Effective this 12th day of April, 2022, Tioga County will grant real estate tax exemption to veterans with no war time service and their surviving spouses.

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

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:

Resolution
R-7-22

**Fair Housing Resolution
R-7-22**

LET IT BE KNOWN TO ALL PERSONS of Tioga County that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status(families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry. It is the policy of Tioga County to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry. Therefore, Tioga County does hereby pass the following resolution.

BE IT RESOLVED, that within available resources Tioga County will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap (disability), age and ancestry to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filling the complaint.

BE IT FURTHER RESOLVED that Tioga County shall make publicly known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not to be limited to:

- (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and
- (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
- (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
 - a. Public advertisements for vacancy or discussing the program
 - b. Applications for assistance
 - c. Contracts
 - d. Municipal letters dealing with the federal programs

Approved at the regularly scheduled meeting of the Tioga County Commissioners held on April 12, 2022.

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

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:

Resolution
R-8-22

**Tioga County 2022 Hazard Mitigation Plan
Resolution No. R-8-22
Tioga County, Pennsylvania**

WHEREAS, the municipalities of Tioga County, Pennsylvania are most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

WHEREAS, Tioga County acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

WHEREAS, the Tioga County 2022 Hazard Mitigation Plan has been developed by the Tioga County Commissioners and the Tioga County Department of Emergency Services in cooperation with other county departments, local municipal officials, and the citizens of Tioga County, and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Tioga County 2022 Hazard Mitigation Plan, and

WHEREAS, the Tioga County 2022 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and human-made hazards that face the County and its municipal governments,

NOW THEREFORE BE IT RESOLVED by the governing body for the County of Tioga that:

- The Tioga County 2022 Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the County, and
- The respective officials and agencies identified in the implementation strategy of the Tioga County 2022 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

ADOPTED, this 12th day of April, 2022.

ATTEST: /s/ Janice Chamberlain
Chief Clerk

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

FirstLight contract	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 5-year contract with FirstLight for guest wi-fi at the courthouse, \$380/month, effective 6/1/22.
CDWG contract	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 3-year agreement with CDWG for anti-virus licenses on all county computers, \$17,930.50. Act 13.
Wellsboro Electric Co. contract	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 an agreement with Wellsboro Electric Company, for a 3-phase service upgrade at Highland Chocolates, \$7,547.25. Act 13.
Wilson Consulting contract	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 an agreement with Wilson Consulting Group for final design and shallow soil and groundwater sampling for the southern section of the Marsh Creek Greenway; final design: \$284,413; soil/groundwater sampling: \$44,545. Act 13.
	10:40 a.m. – Erick J. Coolidge left the meeting to attend another commitment.
ESRI contract	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve an annual maintenance contract renewal with ESRI for GIS, \$38,500.
Smart Communications contract	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve an agreement with Smart Communications, to provide the following for Tioga County prison inmates: telephone service, tablets, electronic messaging, postal mail conversion to electronic documents. There is no cost to the County; all fees are collected by Smart Communications, directly from the inmates via a debit or credit card.
Use of Green	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 use the Green by SAM, Inc. for a Child Abuse Awareness event, Saturday, May 21, 2022, 9:00 a.m. – 3:00 p.m.
Use of Green	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve use of the Green by the Pine Creek Mennonite Church, to host a hymn sing on Friday, June 10, 2022, 4:00 – 8:00 p.m.
Use of Green, CH steps, parking lot	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 use of the Green, courthouse steps, and courthouse parking lot for the 2022 PA State Laurel Festival activities: Green - June 16-19, 2022; courthouse steps – Noon, June 17, 2022; parking lot – June 18 2022.
Use of Green, parking lot	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve use of the Green and courthouse parking lot for the 2022 Relay for Life event, Saturday, August 27, 2022, 10:00 a.m. – 11:00 p.m.
Use o Green	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve use of the Green for the Waste Management STPR event, Thursday, September 15 through Saturday, September 17, 2022.
Use of Green	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 use of the Green for the 2023 Winter Celebration ice completion and games, Saturday, February 11, 2023.
Use of Green	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve use of the Green for the McAdam/Hullihen wedding, September 30, 2023.
County real estate tax refunds	A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and unanimously carried upon vote of two ayes and no nays to approve the following County real estate tax refunds: Dennis & Karen Packard, Richmond Township, \$26.48; Jeffrey Ervin Crawford et al, Lawrenceville Borough, \$196.72.

DHS – 14
agreements

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 14 agreements for the Dept. of Human Services.

Public Comment – None

The next meeting of the Tioga County Board of Commissioners is scheduled for May 10, 2022.

The meeting adjourned at 10:52 a.m.

Roger C. Bunn

Attest: _____
Janice Chamberlain, Chief Clerk

Erick J. Coolidge

Mark L. Hamilton

The regular meeting of the Tioga County Salary Board was called to order today at 10:52 a.m. with the following members present: Roger C. Bunn, Mark L. Hamilton, and Kera Hackett. Also present was Janice Chamberlain, Marc Rice, Casey Zuchowski, Sara Rice, Josh Zeyn, Scott Zubek, Christa Hilfiger, Desteny Reed, Samantha Weiskopff, Jodi Stevens, Tim Cleveland, Jane Wetherbee, Christopher Eckert, Larry Schmidt, Mike Holley, Candice Holley, Kevin Declan Clark, Tina Bennett, David Tombs, Bob Goodrich, and press representative Natalie Kennedy.

Minutes

A motion was made by Kera Hackett, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to approve the minutes of March 8, 2022.

Hire Deputy,
Reg & Rec
Office

A motion was made by Mark L. Hamilton, seconded by Kera Hackett and unanimously carried upon vote of three ayes and no nays to approve a request to hire a full-time Deputy in the Recorder of Deeds, Register of Wills, Orphans' Court Office. Salary to be determined.

The meeting adjourned at 10:53 a.m.

Roger C. Bunn

Attest: _____
Janice Chamberlain, Chief Clerk

Mark L. Hamilton

Kera Hackett