

The regular meeting of the Tioga County Commissioners was called to order today at 10:00 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, and Mark L. Hamilton. Also present were Derek Williams, Janice Chamberlain, Casey Zuchowski, Kera Hackett, and Deb Crawford. Members of the public included Nicholas Lalic, Leon Kocher and press representatives Natalie Kennedy and Cheryl Clarke.

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 December 9, 2014.
Promote D. Weed	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 promotion of Diane Weed to Drug & Alcohol Case Management Specialist, \$16.55/hr. with benefits.
Employment Declination R. Preble	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 an employment declination from Rachel Preble, Homemaker, DHS.
Termination T. Mays	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 termination of Timothy Mays, Dept. of Emergency Services, effective 12/15/14.
Termination P. Pauling	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 termination of Patrick Pauling, Dept. of Emergency Services, effective 12/18/14.
Termination T. Gutshall	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 termination of Todd Gutshall, Caseworker 2, Family Services, DHS, effective 1/12/15.
Resignation J. Wilson	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 resignation of Jean Wilson, Housing Specialist, CORE, DHS.
Resignation Musser,I.	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 Isaac Musser, Caseworker 2, Family Services, DHS.
SAVIN Agreement	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 one-year SAVIN (Statewide Automated Victim Information and Notification) maintenance and service agreement between the PA District Attorney's Institute and Tioga County, 1/1/15 – 12/31/15, \$1,549.75.
C&Y Solicitor assistant	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 a request to have a contractor assist the Children & Youth Solicitor for 10 hours per month for 6 months at the rate of \$75.00/hour, for a total cost of \$4,500. The position will be reevaluated in six months.
County real estate tax refund	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 County real estate tax refund to John & Bobbie Holton, Rutland Township, \$28.58.
2015 holiday calendar for 911	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 2015 Holiday calendar for the 911 Dispatchers.
Purchase of Boom lift	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 purchase of a boom lift from Best Line Equipment, \$27,500. Act 13 Funds.
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 by the Chamber of Commerce, February 27 – March 1, 2015 for a winter event.
Use of Green	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 use of the Green by the Chamber of Commerce for the 2015 PA State Laurel Festival, June 13-21; courthouse steps for Annual Queen's Welcome, June 19 at Noon; courthouse lawn for informational booths, June 19-20; parking lots, June 20.
Deputy Tax Collector – Roseville	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 appointment of Clair C. Bradley, Jr. as Deputy Tax Collector for Roseville Borough.
Deputy Tax Collector – Jackson	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 appointment of Kathryn A. Root as Deputy Tax Collector for Jackson Township.
Deputy Tax Collector - Knoxville	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 appointment of Louis T. Bloom as Deputy Tax Collector for Knoxville Borough.

Deputy Tax  
Collector –  
Elkland

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 appointment of Richard W. Potter as Deputy Tax Collector for Elkland Borough.

Deputy Tax  
Collector –  
Blossburg

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 appointment of Gina VanGorden as Deputy Tax Collector for Blossburg Borough.

Deputy Tax  
Collector –  
Westfield Twp

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 appointment of Jeffrey R. VanDusen as Deputy Tax Collector for Westfield Township.

Deputy Tax  
Collector –  
Clymer

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 appointment of Jessica Warren as Deputy Tax Collector for Clymer Township.

Deputy Tax  
Collector –  
Osceola

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 appointment of Harry Hatch as Deputy Tax Collector for Osceola Township.

Tax Collector  
Agreement w/  
Sullivan Twp

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 Sullivan Township, appointing Tioga County as tax collector for the period 1/1/15 – 12/31/17.

Tax Collector  
Agreement w/  
Ward Twp

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 Ward Township, appointing Tioga County as tax collector for the period 1/1/15 – 12/31/17.

Issue  
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:

TIOGA COUNTY, PENNSYLVANIA  
SMOKE-FREE DAY ON THE GREEN  
June 13, 2015

WHEREAS, Saturday, June 13, 2015 is the official beginning of the annual Pennsylvania State Laurel Festival in Wellsboro; and

WHEREAS, this day is known as Family Day + Children's Health Fair; and

WHEREAS, the Wellsboro Area Chamber of Commerce, Wellsboro Montessori Children's Center and Kids First Work Group of the Tioga County Partnership for Community Health wish to promote our children's health, safety and well-being; and

WHEREAS, in honor of Family Day + Children's Health Fair, tobacco use of any kind will be banned on The Green;

NOW, THEREFORE, we, the Tioga County Commissioners, do hereby proclaim Saturday, June 13, 2015 as Smoke-Free Day on The Green.

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

MOU w/Tioga  
County  
Partnership for  
funding

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 a Memorandum of Understanding between the Tioga County Board of Commissioners and the Tioga County Partnership for Community Health. County to provide \$15,000 to the Partnership to conduct a quantitative survey of Tioga County and its' residents needs in the area of community health. Act 13 Funds.

Certification  
for use of 911  
funds

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 Certification for Authorized use of 9-1-1 Funds for state fiscal year 2015-2016.

Addendum to  
TEFAP  
Agreement

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 Addendum to the Program Management Agreement for The Emergency Food Assistance Program (TEFAP) to include federal regulatory requirements in the successor Agreement which will be offered in 2016. These requirements are currently applicable and enforceable under the current Agreement.

Agreement  
with Enterprise  
Fleet Mgmt

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 Master Lease Agreement and Maintenance Agreement with Enterprise Fleet Management for County vehicles.

Agreement  
w/Motorola  
Solutions

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 Motorola Solutions for microwave radio maintenance, 1/1/15 – 12/31/15, \$89,009.88.

Purchase of  
voice, screen  
recorder for  
911

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 table, for further review, the purchase of Audiolog 5000 Series voice and screen recorder for 911 center and EOC, \$69,164. Cost is within budget. Act 13 funding.

Purchase of color imagers for 911

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, for further review, the purchase of SHARP Digital Color Imagers for Emergency Services administrative offices (\$10,006) and the 911 center/EOC (\$7,529). Total cost of \$17,535 is within budget. Act 13 funding.

Change order from JC Orr

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 a change order from J.C. Orr & Son for the 911 facility, \$3,104.09, for additional paving, risers and treads for stairwell, and modify truss in break room. Act 13 funding.

Change order from GR Noto

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 change order from G.R. Noto Electrical Construction for the 911 facility, \$21,131, for additional electrical construction work. Act 13 funding.

Change order from Schoonover

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 a change order from Schoonover Plumbing & Heating for the 911 facility, \$726.90, for fire damper sleeves, cutting masonry wall to allow for duct work to remain full size and to move a thermostat. Act 13 funding.

Change order from GR Noto

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 change order from G.R. Noto Electrical Construction for the Tioga County Prison addition, \$37,824, to provide UPS (Uninterruptable Power Systems) installation. Act 13 funding.

Amendment to agreement with EADS for CH projects

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 Amendment to the Professional Services Agreement with EADS Architects to include all 3 projects: Additions and Improvements to the Courthouse, Historic Tioga County Jail Restoration Project and New Documents Storage building. Total compensation of \$388,800 includes Needs Assessment and Concept Design, Preliminary Design and Final Design phase services, Bidding and Award phase services and Construction phase services. Act 13 funding.

Engineering agreement with Wm. Bray

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 one-year Engineering Services Agreement with William Bray, P.E. to provide engineering services to Tioga County on an as needed basis, \$75.00/hr., 1/1/15 – 12/31/15.

6 Agreements/Amendments for DHS

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 6 agreements/amendments for the Department of Human Services. A listing is attached.

Public Comment –

Nicholas Lalic – 911 center; airport; airport authority

Leon Kocher – county website and Act 13 expenses; 911 fees back to the County; airport runway extension

The meeting adjourned at 11:03 a.m.

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Roger C. Bunn

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

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

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

The regular meeting of the Tioga County Salary Board was called to order today at 11:03 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, Mark L. Hamilton and Kera Hackett. Also present were Derek Williams, Janice Chamberlain, Casey Zuchowski, and Deb Crawford. Members of the public included Nicholas Lalic, Leon Kocher and press representatives Natalie Kennedy and Cheryl Clarke.

Minutes

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 minutes of December 9, 2014.

Create position  
in CORE

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of four ayes and no nays to approve a request to create the position of Case Aide for the Family Finding Program, CORE, \$10.36/hr. with benefits.

The meeting adjourned at 11:05 a.m.

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Roger C. Bunn

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

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Erick J. Coolidge

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

\_\_\_\_\_  
Kera Hackett