

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: Mark L. Hamilton, Roger C. Bunn, and Erick J. Coolidge. Also present was Janice Chamberlain, Casey Zuchowski, Marc Rice, Kera Hackett, Sara Rice, Christa Hilfiger, Frank Levindoski, Josh Zeyn, Eric Redell, Becky Briggs, Chris Perry, Ron Weed, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) – None

2022 Org. Mtg

For information:

- o The 2022 Organizational Meeting will be held on Monday, January 3, 2022, at 10:00 a.m.
- o The first regular Board of Commissioners meeting for 2022 will be held on Tuesday, January 11, 2022, at 10:00 a.m.

Minutes

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the minutes of November 16 2021.

M. Deming resignation

For information, Meghan Deming, Caseworker, resigned effective 12/3/21.

S. Daugherty promotion

For information, Steven Daugherty has been promoted to Adult/Juvenile Supervisor in the Probation department, effective 11/21/21, \$69,123.20/year.

D.Weed Promotion

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the promotion of Diane Weed to Drug & Alcohol Assistant Administrator, \$50,000/year with benefits.

C. Sherman Status change

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the status change of Cheyenne Sherman, from full-time dispatcher in training, Dept. of Emergency Services, to full-time dispatcher, effective 12/5/21, \$14.50/hr.

K. Pacific Status change

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the status change of Katey Pacific, from full-time dispatcher in training, Dept. of Emergency Services, to full-time dispatcher, effective 12/5/21, \$14.50/hr.

2022 GF Budget

A motion was made by Erick J. Coolidge, seconded by Roger C Bunn and unanimously carried upon vote of three ayes and no nays to adopt the 2022 General Fund budget of \$20,191,550.

2022 Liquid Fuels budget

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to adopt the 2022 Liquid Fuels budget of \$272,270.

2022 DHS budget

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to adopt the 2022 Dept. of Human Services budget of \$17,221,092.

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-20-21

**TAX LEVY RESOLUTION  
R- 20- 21**

A Resolution of the County of Tioga, Commonwealth of Pennsylvania, fixing the tax rate for the year 2022.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of County Commissioners of the County of Tioga, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on all real property within the said County subject to taxation for County purposes for the fiscal year 2022 as follows: Tax rate for general County purposes and debt purposes, 6.75 mills per \$1,000.00.

That any resolution or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution. Passed finally by the Board of County Commissioners, this 14<sup>th</sup> day of December, 2021.

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

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

Adopt Resolution R-21-21

**Resolution  
R- 21 -21**

**Whereas**, an agreement has been made by and between the County of Tioga, a political and municipal subdivision, with a mailing address of 118 Main Street, Wellsboro, Pennsylvania and Aaron T. Butler and Kimberly J. Butler, husband and wife, and owners of property with the of Tioga County Pennsylvania, Parcel ID 14-05.00-019.

**Whereas**, Tioga County is clothed with the power of eminent domain pursuant to Pennsylvania's Eminent Domain Code, 26 Pa. C.S.A. § 101, et seq. to acquire, by condemnation lands for its public purposes, including, the development of T-657, County Bridge # 6, Elk Horn Creek Road, Farmington Township.

**Whereas**, the parties have agreed that in lieu of condemnation proceedings, the property owned by Aaron T. Butler and Kimberly J. Butler, husband and wife, with the Tioga County Pennsylvania Parcel ID 14-05.00-019 will grant purchaser a temporary easement for construction purposes.

**NOW, THEREFORE, BE IT RESOLVED** that the County of Tioga will purchase the aforesaid property located at Parcel ID 14-05.00-019 in lieu of condemnation for the sum of \$500.00. Erick J. Coolidge is authorized to enter into an Agreement of Sale on behalf of the County to acquire the aforesaid property.

Dated this 14<sup>th</sup> day of December, 2021.

Tioga County Board of Commissioners  
/s/ Mark L. Hamilton  
/s/ Roger C. Bunn  
/s/ Erick J. Coolidge

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

Adopt  
Resolution  
R-22-21

**Resolution  
R- 22 -21**

**Whereas**, an agreement has been made by and between the County of Tioga, a political and municipal subdivision, with a mailing address of 118 Main Street, Wellsboro, Pennsylvania and Elliott D. Buffard and Jane R. Buffard husband and wife, and owners of property with the of Tioga County Pennsylvania, Parcel ID 14-05.00-022 and 14-05.00-021A.

**Whereas**, Tioga County is clothed with the power of eminent domain pursuant to Pennsylvania's Eminent Domain Code, 26 Pa.C.S.A. § 101, et seq. to acquire, by condemnation lands for its public purposes, including, the development of T-657 County Bridge # 6, Elk Horn Creek Road, Farmington Township.

**Whereas**, the parties have agreed that in lieu of condemnation proceedings, the property owned by Elliott D. Buffard and Jane R. Buffard, husband and wife, with the Tioga County Pennsylvania Parcel ID 14-05.00-022 and 14-05.00-021A will grant purchaser a temporary easement for construction purposes.

**NOW, THEREFORE, BE IT RESOLVED** that the County of Tioga will purchase the aforesaid property located at Parcel ID 14-05.00-022 and 14-05.00-021A in lieu of condemnation for the sum of \$3,800.00. Erick J. Coolidge is authorized to enter into an Agreement of Sale on behalf of the County to acquire the aforesaid property.

Dated this 14<sup>th</sup> day of December, 2021.

Tioga County Board of Commissioners  
/s/ Mark L. Hamilton  
/s/ Roger C. Bunn  
/s/ Erick J. Coolidge

County real  
estate tax  
refunds

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Russell Gerow, Deerfield Twp., \$55.97; Gregory Harer, Roseville Borough, \$36.79; Jodi McNeal, Sullivan Twp., \$213.40; Shultz Living Trust, Delmar Twp., \$729.90; Lynn & Terrence VanOrden, Mansfield Borough, \$181.24 Dark Horse Holdings & Mgmt. LLC, Wellsboro Borough, \$112.11; Vineyard Church of Wellsboro Inc., Wellsboro Borough, \$175.67; Gary & Joanne Lynn Butters Living Trust, Richmond Twp., \$1,074.94; John & Christina Clark, Middlebury Twp., \$40.05.

R. Weed –  
NTSWA Board

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the reappointment of Ron Weed to the Northern Tier Solid Waste Authority board for a five-year term, beginning January 1, 2022.

G. Kriner –  
BeST Board

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the appointment of Gerald Kriner to the BeST Board for a one-year term, beginning January 1, 2022.

M.Hamilton,  
D.Hoffman –  
BeST Board

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and carried upon vote of two ayes and no nays (Mark Hamilton abstained) to approve the reappointment of the following BeST Board members: Mark Hamilton for a two-year term, and Don Hoffman for a three-year term, both beginning January 1, 2022.

J.McCarthy  
Conservation  
Dist Board

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve the appointment of Jennifer McCarthy as Public Director on the Tioga County Conservation District Board, for a four-year period beginning January 1, 2022. Ms. McCarthy will replace Carl Koch who served on the Board for 15 years. The Commissioners thank Mr. Koch for his service to the County.

T.Walrath Jr  
contract

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an Independent Contractor Agreement with Thomas Walrath, Jr., to continue to serve as Tioga County Juvenile Defender, \$18,000/yr. This is a one-year contract (1/1/22 – 12/31/22) that will automatically renew until terminated by either party.

Mountain Research – Highland Choc. Testing  
A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve an agreement with Mountain Research, to conduct asbestos and lead paint surveys at the Highland Chocolates building, in advance of the renovation of that building - \$4,000 plus bulk asbestos samples at a cost of \$10.00 per sample. Will be paid for by Partners in Progress.

Larson Design change order for parking lot  
A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve a design change order from Larson Design Group for the parking lot at 126 Main Street. A waterway permit is required to place rock for stream bank protection in Kelsey Creek, \$3,826.73; new contract value \$72,503.73. Act 13.

Vision Govt. contract amendment  
A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an amendment to the existing Reassessment Agreement with Vision Government Solutions, to reduce the number of outbuildings images services, for a reduction of \$50,000 to the contract. Act 13.

Motorola – radio contract  
A motion was made by Roger C. Bunn seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve a one-year radio system maintenance contract with Motorola Solutions, for maintenance and emergency response - \$106,370.16.

Mansfield Borough – tax collection  
A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve an agreement with Mansfield Borough, where by the Borough delegates tax collection duties to Tioga County for the period January 1, 2022 – December 31, 2025.

Delta Develop. MCG grant assistance  
A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve a two-year agreement with Delta Development Group for grant assistance / project services associated with the Marsh Creek Greenway project - \$4,693/month. Act 13.

Johnson Controls – security panic system  
A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and unanimously carried upon vote of three ayes and no nays to approve a proposal from Johnson Controls for a new security panic system for all county offices - \$102,942; and a five-year contract for the server to support the system - \$11,995. Will be paid with a combination of grant money and funds that have been budgeted for in the 2022 Security budget.

DHS -6 agreements  
A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of three ayes and no nays to approve six agreements for the Dept. of Human Services. A listing is attached.

Public comment –  
None

The next meeting of the Tioga County Board of Commissioners is scheduled for January 11, 2022.

The meeting adjourned at 10:18 a.m.

Attest: \_\_\_\_\_  
Janice Chamberlain, Chief Clerk

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

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

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

The regular meeting of the Tioga County Salary Board was called to order today at 10:18 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn, Erick J. Coolidge, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Marc Rice, Sara Rice, Christa Hilfiger, Frank Levindoski, Josh Zeyn, Eric Redell, Becky Briggs, Chris Perry, Ron Weed, and press representative Natalie Kennedy.

Minutes

A motion was made by Kera Hackett, seconded by Erick J. Coolidge and unanimously carried upon vote of four ayes and no nays to approve the minutes of November 16, 2021.

Create position  
in Assessment

A motion was made by Erick J. Coolidge, seconded by Roger C. Bunn and unanimously carried upon vote of four ayes and no nays to create the position of Field Supervisor in the Assessment office, \$45,000/yr. with benefits.

Approve appt  
of Deputy in  
Treasurer  
Office

A motion was made by Roger C. Bunn seconded by Erick J. Coolidge and carried upon vote of three ayes and no nays (Kera Hackett abstained) to approve the appointment of Amy Williams as Deputy for the Treasurer's Office, effective January 3, 2022, with a yearly stipend of \$250.

The meeting adjourned at 10:19 a.m.

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

Attest: \_\_\_\_\_  
Janice Chamberlain

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

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

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