

The Organizational meeting of the Tioga County Commissioners was called to order this day 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, Judge Wheeler, Kera Hackett, Marie Seymour, Frank Levindoski, Krista Deats, Jane Wetherbee, Nancy Clemens, Sara Rice, Becky Briggs, Betsy Craig, Amy Perry and press representative Nat Kennedy.

Pledge of Allegiance

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 reaffirm the minutes of the January 2, 2017 Organizational meeting.

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and carried upon vote of two ayes and no nays (Commissioner Bunn abstained) to appoint Roger C. Bunn as Chairman of the Board.

The meeting was temporarily suspended at 10:02 a.m. to accommodate Judge Wheeler for Salary Board.

The meeting reconvened at 10:03 a.m.

A motion was made by Mark L. Hamilton, seconded by Roger C. Bunn and carried upon vote of two ayes and no nays (Commissioner Coolidge abstained) to appoint Erick J. Coolidge as Vice-Chairman of the Board.

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 appoint Derek Williams as Chief Clerk.

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 appoint Janice Chamberlain as Assistant Chief Clerk and Secretary of the Board.

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 appoint Raymond E. Ginn, Jr. as Tioga County Solicitor.

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 reaffirm the Board of Commissioners as Tioga County's Board of Elections for the 2018 Municipal Primary and Municipal Elections.

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 set the day, time and place for the following Board meetings:

The Tioga County of Board of Commissioners meetings in 2018 will be held according to the schedule below. The meetings will be held at 10:00 a.m. in the Commissioner's conference room.

January 9	July 10
January 23	July 24
February 13	August 14
February 27	August 28
March 13	September 11
March 27	September 25
April 10	
April 24	October 9
	October 23
May 8	
May 22	November 13

Set 2018  
Depositories  
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 set the 2018 depositories for county funds as: Citizens & Northern Bank, Wellsboro, PA; Northwest Savings Bank, Wellsboro, PA; First Citizens Community Bank, Wellsboro, PA; Pennsylvania Local Government Investment Trust (PLGIT), Valley Forge, PA.

Public  
Defender  
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 appoint Mary Morris as Public Defender.

Conflict  
Attorney  
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 appoint Thomas Walrath, Jr. as Conflict Attorney for Public Defender, Indigent Parents Advocate and Juvenile Advocate.

Title IV-D  
Attorney  
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 appoint Richard McCoy as the Title IV-D Attorney.

Guardian ad  
Litem  
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 appoint Ann Leete as Guardian ad Litem.

TCDC  
Representative  
A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and carried upon vote of two ayes and no nays (Commissioner Bunn abstained) to appoint Roger C. Bunn as Commissioner representative to Tioga County Development Corporation.

PCOMP/  
PCoRP claims  
coordinator  
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 appoint Marc Rice as PCOMP and PCoRP Claims Coordinator.

County  
Engineer  
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 appoint Larson Design Group as the County Engineer.

Open Records  
Officer  
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 appoint Jennifer Schultz as the Open Records Officer.

The meeting adjourned at 10:05 a.m.

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Roger C. Bunn

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Erick J. Coolidge

Attest: \_\_\_\_\_  
Derek Williams, Chief Clerk

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Mark L. Hamilton

SALARY BOARD ORGANIZATIONAL MEETING

The Organizational meeting of the Tioga County Salary Board was called to order this day at 10:09 a.m. with the following members present: Roger C. Bunn, Erick J. Coolidge, and Mark L. Hamilton. Also present were Derek Williams, Janice Chamberlain, Judge Wheeler, Kera Hackett, Marie Seymour, Frank Levindoski, Krista Deats, Jane Wetherbee, Nancy Clemens, Sara Rice, Becky Briggs, Betsy Craig, Amy Perry and press representative Nat Kennedy.

A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to reaffirm the minutes of the January 2, 2017 Organizational meeting.

A motion was made by Mark L. Hamilton, seconded by Kera Hackett and carried upon vote of three ayes (Commissioner Bunn abstained) to appoint Roger C. Bunn as Chairman of Salary Board.

A motion was made by Roger C. Bunn, seconded by Kera Hackett and carried upon vote of three ayes (Commissioner Coolidge abstained) to appoint Erick J. Coolidge as Vice Chairman of Salary Board.

The salaries for elected officials, for reference only, are as indicated on the attached list.

A motion was made by Judge Wheeler, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Probation Office, as indicated on the attached list.

A motion was made by Judge Wheeler, seconded by Roger C. Bunn and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Domestic Relations Office, as indicated on the attached list.

A motion was made by Judge Wheeler, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the Court Staff, as indicated on the attached list.

A motion was made by Judge Wheeler, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the District Justice Offices, as indicated on the attached list.

A motion was made by Frank Levindoski, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Sheriff's Office, as indicated on the attached list.

A motion was made by Krista Deats, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the District Attorney's office, as indicated on the attached list.

A motion was made by Marie Seymour, seconded by Mark L. Hamilton and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Prothonotary/Clerk of Courts Office, as indicated on the attached list.

A motion was made by Jane Wetherbee, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Register and Recorder and Clerk of Orphan's Court Office, as indicated on the attached list.

A motion was made by Kera Hackett, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the Treasurer's office, as indicated on the attached list.

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the Public Defender's Office, as indicated on the attached list.

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the Assessment Office, as indicated on the attached list.

A motion was made by Mark L. Hamilton, seconded by Erick J. Coolidge and unanimously carried upon vote of five ayes and no nays to set the salaries for the staff in the Tax Collector's Office, as indicated on the attached list.

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 set the salaries for the staff under "Miscellaneous" positions, as indicated on the attached list.

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff of Tioga County Department of Human Services, as indicated on the attached list.

All new hires will receive their 2018 rate increase at the completion of their six month probationary period.

The meeting adjourned at 10:17 a.m.

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Roger C. Bunn

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Erick J. Coolidge

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Mark L. Hamilton

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Kera Hackett

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President Judge George W. Wheeler

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Krista Deats, District Attorney

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Frank Levindoski, Sheriff

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Marie Seymour, Prothonotary & Clerk of Courts

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Jane Wetherbee, Register and Recorder, Clerk of Orphan's Court