

The regular meeting of the Tioga County Commissioners was called to order today at 10:00 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn and Erick J. Coolidge. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Frank A. Higgins, Jr., Deb Crawford, Max Harrison, Jim Weaver and Kera Hackett. Members of the public included Bob Blair, Jim Davis, Judy Miller, Nicholas Lalic, Lynda Painter, Becky Briggs; press representatives Natalie Kennedy and Cheryl Clarke.

Pledge of Allegiance

For information –

- There will only be one Board of Commissioners meeting in December, on the 10th, at the Courthouse, 10:00am
- The following 2014 County budgets are on public display from Nov. 4 through Dec. 9 in the Commissioner's Hallway and will be voted on at the December 10 meeting: General Fund, Department of Human Services, Retirement and Liquid Fuels

Public Comments – (agenda items)

Nicholas Lalic – WESTAN cleanup and money given by County

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 minutes of October 22, 2013.

Transfer Erik Coolidge to Probation

For information, transferred Erik Coolidge from the Tioga County Prison to the Probation Office, \$17.67/hr. with benefits, effective 11/4/13.

Hire C. Benelli

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 hire of Carol Benelli, Fiscal Technician, Fiscal Dept., DHS, \$11.89/hr. with benefits.

Hire R. Doolittle

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 hire of Rebekka Doolittle, Caseworker 1, Family Services, DHS, \$11.89/hr. with benefits.

Hire L. Albin

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 hire of Lorraine Albin, Caseworker 1, Family Services, DHS, \$11.89/hr. with benefits.

Hire K. Carey

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 hire of Kelly Carey, Caseworker 1, Family Services, DHS, \$11.89/hr. with benefits.

Hire R. Rome

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 hire of Rebecca Rome, Caseworker 1, Community Services, DHS, \$11.44/hr. with benefits.

Hire J. Chitester

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 hire of Jeremy Chitester, full-time Dispatcher-in-Training, Dept. of Emergency Services, \$10.65/hr. with benefits.

Promote J. Faivre

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 Julie Faivre to Clerk Typist 3, Fiscal Dept., DHS, \$11.12/hr. with benefits.

Promote P. Ingerick

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 promotion of Pamela Ingerick to Clerk Typist 3, Family Services, DHS, \$13.95/hr. with benefits.

Promote B. Chilson

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 Brandon Chilson to full-time Corrections Officer, Tioga County Prison, \$14.65/hr. with benefits.

Resignation of J. Dupuy

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 resignation of Josh Dupuy, part-time Child Care Worker, effective 11/12/13.

Resignation of J. Burns

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 resignation of James Burns, part-time Child Care Worker, effective 11/12/13.

Resignation of K. Kriner

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 resignation of Kathryn Kriner, part-time Child Care Worker, effective 11/12/13.

Retirement of B. Snyder

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 retirement of Bruce Snyder, Caseworker, DHS, effective 11/15/13.

Reappointed C. Koch to Conserv. Dist.

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 Carl Koch as Public Director on the Tioga County Conservation District Board of Directors for a four-year term, 1/1/14 – 12/31/17.

Reappointed M. Bishop to Conserv. Dist.

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 Marianne Bishop as Farmer Director on the Tioga County Conservation District Board of Directors for a four-year term, 1/1/14 – 12/31/17.

Reappointed E. Coolidge to Conserv. Dist.

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and carried upon vote of two ayes and no nays (Commissioner Coolidge abstained) to approve the reappointment of Erick Coolidge as Commissioner Member on the Tioga County Conservation District Board of Directors for a one-year term, 1/1/14 – 12/31/14.

Reappointed D. Mitstifer to NTSWA Bd

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 Dayton W. Mitstifer to the Northern Tier Solid Waste Authority Board for a five-year term, 1/1/14 – 12/31/18.

Reappointed DHS Adv. Board members

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 reappointment of the following individuals to the Dept. of Human Service Advisory Board for a three-year term each: Jim Bodine, Jeanne Reich, Seth Watkins and Barb Kelly.

Reappoint DHS Adv. Bd/Planning Council members

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 the following individuals to the Dept. of Human Services Advisory Board / Planning Council for a three-year term each: Michael Bernard and Tim McBride.

Agreement w/ Streamline HR Mgmt LLC

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 Streamline HR Management LLC; annual fee of \$495.00 for up to 500 searches per month; annual fee will increase to \$750.00 for searches up to 1000 records per month. County will provide the names of all Dept. of Human Services employees and vendors to Streamline, who will run background checks for Medical Assistance exclusions.

2013 PHARE Grant Agreement

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 2013 Grant Agreement with Pennsylvania Housing Finance Agency for PHARE (Pennsylvania Housing Affordability and Rehabilitation Enhancement) Fund, \$498,788. Allocated for the following Tioga County Projects: \$341,288 – Homeless Initiative Rental; \$107,500 – Rental Assistance; \$50,000 – Leased Housing Rental Start-up Program.

Advertise for RFPs for new 9-1-1 site

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 advertisement of Request for Proposals (RFPs) for the following items in conjunction with the new 9-1-1 site: Communications Tower, Equipment Shelter, Request for Qualifications – Tower Site Construction.

Tentative funding to TCDC for WESTAN cleanup

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 tentative funding to TCDC (\$11,550 from the Landfill Escrow Account) to be used for the continuing cleanup activity at the former WESTAN site. Approval of funding is contingent upon TCDC's receipt of an Industrial Sites Reuse Program Grant from the Dept. of Community & Economic Development in the amount of \$34,650.

Payment to WECO for service at 9-1-1 site

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 funding of \$44,237.76, from the Act 13 account, to the Wellsboro Electric Company for new electric service installation at the new 9-1-1 site.

2014 Tax Base

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 accept that in accordance with Pennsylvania assessment law, the Tioga County Chief Assessor has certified that the tax base for tax year 2014 is valued at a total taxable value of \$1,799,126,426.

County real estate tax refunds

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 following County real estate tax refunds: Randall & Jean Roan, Union Twp., \$97.97; Larry & JoAnne Tarbox, Union Twp., \$19.76; William & Carolyn Jacobson, Westfield Twp., \$27.00; Sabrina Short, Westfield Twp., \$23.84; Julie & John Whitesell, Westfield Twp., \$14.80; Louis & Wanda Irion, Deerfield Twp., \$358.09; Loren & Jeana Slater, Charleston Twp., \$32.69; Dane Kurzejewski et al, Covington Twp., \$25.77; Daniel & Myra Pino, Covington Twp., \$49.68; Thomas Wivell, Covington Twp., \$58.21; Dale & Amy Miller, Delmar Twp., \$127.49; James & Thelma Truax, Delmar Twp., \$64.56; Arlene Zimmerman, Delmar Twp., \$26.08; Robert & Kathleen Granger, Gaines Twp., \$166.12; Nancy Pierson, Gaines Twp., \$31.36; Timothy & Bernice Pierson, Gaines Twp., \$20.83; Emilie Campbell & Lenore Simcox, Jackson Twp., \$80.98; Ivan & Wendy Swartz, Knoxville Borough, \$115.74; Mark Seeley, Osceola Twp., \$32.19; Arthur & Dawn Starkweather, Osceola Twp., \$21.94; Norma Kohler, Rutland Twp., \$28.36; David & Joy Lucille & Daniel & Ethel Metzler, Shippen Twp., \$37.43; Eddie & Audrey Watkins, Tioga Twp., \$49.55; Charlene Williams, Tioga Twp., \$22.59; Cynthia Fitzwater, Union Twp., \$22.35; Allyn & Betty Landon, Union Twp., \$44.18; D. Stuart Martin, Union Twp., \$19.37; Reeve & Melanie Mott, Union Twp., \$33.00; Bernard Gramlich, Brookfield Twp., \$30.76; Louis & Wanda Irion, Deerfield Twp., \$350.93; James Lain, Elk Twp., \$18.33.

11 Agreements/Amendments for DHS

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 11 Agreements/Amendments for the Dept. of Human Services. A listing is attached.

Public Comment

Cheryl Clarke – Assessment ratio

Nicholas Lalic – cemeteries and sewage authority taxes

The meeting adjourned at 10:45 a.m.

Mark L. Hamilton

Roger C. Bunn

Erick J. Coolidge

Attest: _____
Derek Williams, Chief Clerk

The regular meeting of the Tioga County Salary Board was called to order today at 10:46 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn, Erick J. Coolidge and Frank A. Higgins, Jr. Also present was Derek Williams, Janice Chamberlain, Casey Zuchowski, Deb Crawford, Max Harrison, Jim Weaver and Kera Hackett. Members of the public included Bob Blair, Jim Davis, Judy Miller, Lynda Painter, Becky Briggs; press representatives Natalie Kennedy and Cheryl Clarke.

A motion was made by Frank A. Higgins, Jr., seconded by Roger C. Bunn and carried upon vote of three ayes and no nays to approve the minutes of October 8, 2013.

Create position

A motion was made by Roger C. Bunn, seconded by Erick J. Coolidge and carried upon vote of three ayes and no nays (Frank A. Higgins, Jr. abstained) to approve a request to create the position of part-time Clerk Typist 2 to provide coverage on an as-needed basis in Administration, CORE and Family Services, \$9.93/hr., no benefits.

The meeting adjourned at 10:48 a.m.

Attest: _____
Derek Williams
Chief Clerk

Mark L. Hamilton

Roger C. Bunn

Erick J. Coolidge

Frank A. Higgins, Jr.