

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 Janice Chamberlain, Casey Zuchowski, Frank A. Higgins, Jr., Deb Crawford, Max Harrison, Jim Weaver, Kera Hackett, Dave Cohick and Nancy Clemens. Members of the public Judy Miller, Nicholas Lalic, John Kesich, Walt Barnes, Ron Johnson, Scot Sample, Mike McGrady, Lisa Everett, Chris Lantz, Andy Thom; press representatives Natalie Kennedy and Cheryl Clarke.

Pledge of Allegiance

For information –

- The 2014 Organizational Meeting will be held on Monday, January 6, 2014 at 10:00 a.m.
- The first regular Board of Commissioners meeting for 2014 will be held on Tuesday, January 14, 2014 at the Courthouse, 10:00 a.m.
- Scot Sample from the Northern Tier Solid Waste Authority presented an award to the Board of Commissioners. The NTSWA won the national award from SWANA (Solid Waste Association of North America) for their landfill gas utilization.

Public Comments – (agenda items)

John Kesich – I-99 Resolution; Tax Levy Resolution; Prison generator; I Am Responding software
Nicholas Lalic – microwave maintenance

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 12, 2013.

Hire T. Bradshaw For information, hired Tasha Bradshaw, Clerk, Treasurer's Office, \$10.00/hr. with benefits, effective 12/11/13.

Hire L. Drake 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 Lisa Drake, standby Child Care Worker, Residential Services, DHS, \$10.02/hr., no benefits.

Hire M. Kshir 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 McKayla Kshir, standby Child Care Worker, Residential Services, DHS, \$10.02/hr., no benefits.

Hire M. Drake 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 Marcie Drake, Social Services Aide 2, Independent Living Program Worker, Residential Services, DHS, \$10.36/hr. with benefits.

Promote N. Kreger 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 Nancy Kreger to Administrative Officer 2, Fiscal, DHS, \$57,288.00/yr.

Promote J. Winkler 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 Jill Winkler to full-time Child Care Worker, Residential Services, DHS, \$10.02/hr. with benefits.

Employment Declination 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 accept the employment declination of Kelly Carey, Caseworker 1, Family Services, DHS.

Resignation P. Sutton 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 resignation of Peggy Sutton, Independent Living Coordinator, Residential Services, DHS, effective 11/8/13.

Resignation A. Kretzmer 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 Alissa Kretzmer, Family Services, DHS, effective 12/2/13.

Resignation A. Thorborg 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 resignation of Abigail Thorborg, Housing Specialist, Residential Services, DHS, effective 12/31/13.

Resignation C. Loudenslager 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 resignation of Cheryl Loudenslager, Corrections Officer, Tioga County Prison, effective 12/7/13.

Resignation L. Smith 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 resignation of Linda Smith, EMA Planner/Office Assistant, Dept. of Emergency Services, effective 12/13/13.

Resignation N. Seiders 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 resignation of Nathan Seiders, IT Technician, effective 12/27/13.

Resignation L. Drake 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 resignation of Lisa Drake, full-time Child Care Worker, Residential Services, DHS, effective 12/11/13.

2014 Budgets Approved: General Fund, Retirement, Liquid Fuels, Dept. of Human Services

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 2014 General Fund budget of \$17,839,589.00.

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 2014 Retirement Fund budget of \$47,639,294.62.

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 2014 Liquid Fuels budget of \$674,842.96.

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 2014 Dept. of Human Services budget of \$15,133,390.00.

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: Alison Barlow, Richmond Twp., \$24.54; Richard & Donna Davey, Richmond Twp., \$21.71; Daniel & Jessica McKee, Richmond Twp., \$52.17; Michael Miller, Richmond Twp., \$719.32; Barbara Rundell, Richmond Twp., \$25.27; Allan & Joan Thomas, Richmond Twp., \$26.19.

2014 FLP funding

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 \$100,000.00 from the Landfill Escrow Account for the 2014 Tioga County Farmland Preservation Program.

Table pre-qualifier bids for 911 tower

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 table for review the pre-qualifier construction bids received by the following vendors for construction of the new 911 tower (no monetary amounts involved): Tower 16 Inc., ECI Wireless, JG Contracting, Patriot Towers, Tower Services Unlimited.

Table bid for 911 tower

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 table for review 1 bid received by Sabre Towers & Poles in the amount of \$54,406 for the new 911 tower.

No bids recd. for equipment shelter

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 allow the Dept. of Emergency Services to look at state construction vendors as no bids were received for the construction of an equipment shelter.

MOU with PSU to help fund office

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 Memorandum of Understanding with Penn State Extension to help fund the Tioga County Penn State Extension office, including the cost of an Administrative Assistant. Term of Agreement 1/1/14 – 12/31/16 (2014: \$29,100; 2015: \$29,870; 2016: \$30,766).

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:

**Designation of US Route 15 as I-99
Resolution No. R-13-52**

Adopt Resolution R-13-52

WHEREAS, US Route 15 from I-180 in Lycoming County, Pennsylvania to I-86 in Steuben County, New York has been completed effective October 2013 after 40 years of planning and development; and

WHEREAS, US Route 15 is the major four lane highway through Tioga County providing commerce and travel, bringing raw materials into Tioga County and exporting finished products out of Tioga County; and

WHEREAS, the primary purpose of improving US Route 15 to interstate standards results in a safer modern highway system; and

WHEREAS, the designation of a highway to interstate standards requires the highway to connect with interstate highways at both ends; and

WHEREAS, the County of Tioga has been a strong supporter of the development of the I-99 Corridor; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of Tioga County, Pennsylvania, express their support for the designation of US Route 15 from Lycoming County, Pennsylvania to Stueben County, New York as I-99 by the US Federal Highway Administration.

THIS RESOLUTION IS ADOPTED by the Board of Commissioners of Tioga County, Pennsylvania this 10th day of December 2013.

/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-13-53

TAX LEVY RESOLUTION
R-13-53

A Resolution of the County of Tioga, Commonwealth of Pennsylvania, fixing the tax rate for the year 2014.

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 2014 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 10th day of December, 2013.

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

Agreement w/
Liberty Boro
for tax
collection

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 Liberty Borough, appointing Tioga County as their tax collector for the period 1/1/14 – 12/31/17.

Agreement w/
Morris Twp for
tax collection

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 Morris Township, appointing Tioga County as their tax collector for the period 1/1/14 – 12/31/17.

EADS Arch. to
prepare bid
docs for 911
center and
Prison projects

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 authorization for EADS Architects, Inc. to prepare the construction contract and bid documents for competitive bidding of the Tioga County Prison food services addition project and Tioga County 911 Center.

Amendment w/
EADS Arch. to
include
generator at
Prison

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 amendment for the design and preparation of contract documents for the additional services of a new emergency generator and associated work to the Tioga County Prison food services addition project - \$14,500.

Svc. agreement
with Motorola
Solutions

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 service agreement with Motorola Solutions, \$85,999.92, for microwave tower maintenance, 1/1/14 – 12/31/14.

Svc. agreement
w/Thyssen
Krupp

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 five-year service agreement with ThyssenKrupp for elevator maintenance in the Courthouse, \$1,110 per quarter.

Act 13 funding
for software for
use by County
Ambulance &
Fire depts.

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 funding of \$13,270.00 from the Act 13 account for implementation of "I Am Responding" software to be used at the individual Ambulance and Fire departments throughout Tioga County. In addition, Soldiers & Sailors Memorial Hospital will contribute \$3,000 for a total of \$16,270. This is a one-time, one-year effort to assist the Departments with implementation of the software. The goal is to reduce emergency response times.

Agreement
with NTRPDC
for CareerLink
office space
funding

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 reimbursement agreement with Northern Tier Regional Planning and Development Commission – term 1/1/14 – 6/30/14. County will loan NTRPDC monthly sum (\$5,088.29) to pay for the CareerLink office space. County will be reimbursed by NTRPDC between 90 and 120 days after each payment.

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

- Nicholas Lalic – cemetery taxes; NACo; taxing of coal/land; post drilling royalties
- Dave Cohick – applauds designation of I-99; # of accidents in Tioga County on old Rte. 15
- John Kesich – fluorescent bulb recycling program for residents; county-wide 911 map; polluted water
- Walt Barnes – his water wells are within a short distance of gas wells and he has had no pollution

The meeting adjourned at 11:18 a.m.

Mark L. Hamilton

Roger C. Bunn

Erick J. Coolidge

Attest: _____
Janice Chamberlain
Asst. Chief Clerk

The regular meeting of the Tioga County Salary Board was called to order today at 11:19 a.m. with the following members present: Mark L. Hamilton, Roger C. Bunn and Frank A. Higgins, Jr. Also present was Janice Chamberlain, Casey Zuchowski, Max Harrison and Kera Hackett. Members of the public Judy Miller, Walt Barnes, Ron Johnson, Scot Sample, Mike McGrady, Lisa Everett, Chris Lantz, Andy Thom; 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 November 12, 2013.

Salary increase
T. Dowling
A motion was made by Roger C. Bunn, seconded by Frank A. Higgins, Jr. and unanimously carried upon vote of three ayes and no nays to approve a salary increase for Tricia Dowling, Youth Development Counselor 1, CORE Services Dept., DHS, to reflect her increased duties and responsibilities, \$25,057.50/yr.

Salary increase
M. Dunning-Smith
A motion was made by Roger C. Bunn, seconded by Frank A. Higgins, Jr. and unanimously carried upon vote of three ayes and no nays to approve a salary increase for Margaret Dunning-Smith, Administrative Assistant 2, Fiscal, DHS, to reflect her increased duties and responsibilities, \$52,811.50/yr.

Salary increase
M. Eckart
A motion was made by Roger C. Bunn, seconded by Frank A. Higgins, Jr. and unanimously carried upon vote of three ayes and no nays to approve a salary increase for Maria Eckart, Administrative Assistant 2, Fiscal, DHS, to reflect her increased duties and responsibilities, \$28,669.00/yr.

Reclassify
Fiscal position
A motion was made by Roger C. Bunn, seconded by Frank A. Higgins, Jr. and unanimously carried upon vote of three ayes and no nays to approve a request to reclassify the Casework Supervisor position in Fiscal, DHS, to an Administrative Officer 2 (abolishing the Casework Supervisor position), \$31,560.90/yr. with benefits.

The meeting adjourned at 11:21 a.m.

Attest: _____
Janice Chamberlain, Asst. Chief Clerk

Mark L. Hamilton

Roger C. Bunn

Frank A. Higgins, Jr.