

The Organizational meeting of the Tioga County Commissioners was called to order this day at 10:00 a.m. with the following members present: Erick J. Coolidge, Mark L. Hamilton, and Roger C. Bunn. Also present were Derek Williams, Janice Chamberlain, Kera Hackett, Thomas A. Young, II, Marie Seymour, Jane Wetherbee, and Krista Deats.

Pledge of Allegiance

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 reaffirm the minutes of the January 6, 2014 Organizational meeting.

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

A motion was made by Roger C. Bunn, seconded by Mark L. Hamilton and unanimously 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 Janice Chamberlain as 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 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 Raymond E. Ginn, Jr. as Tioga County Solicitor.

For information, Judge George W. Wheeler appointed Derek Williams, Janice Chamberlain and Kevin Witmer as Tioga County's Board of Elections for the 2015 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 will be held according to the schedule below. The meetings will be held at 10:00 a.m. in the Commissioners' conference room. During the months of May – September 2015, the 2nd meeting of the month will be held at 7:00 p.m. at various locations throughout the County, which will be advertised and posted on the County website.

Board of Commissioner's 2015 Meeting Dates:

January 13	July 7
January 27	July 21
February 10	August 11
February 24	August 25
March 10	September 8
	September 22
April 7	October 13
April 21	October 27
May 12	November 17
May 26	
	December 8

Set 2015
Depositories

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 2015 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.

Asst. District
Attorney

A motion was made by Mark L. Hamilton, seconded by Krista Deats and unanimously carried upon vote of four ayes and no nays to appoint Scott Werner and John Cowley (on an as needed basis) as Assistant District Attorneys.

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 Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously carried upon vote of three ayes and no nays to appoint Lenore Urbano as Guardian ad Litem.

TCDC
Representative

A motion was made by Erick J. Coolidge, seconded by Mark L. Hamilton and unanimously 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 Mark L. Hamilton, seconded by Erick J. Coolidge 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 Mark L. Hamilton, seconded by Erick J. Coolidge 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 Marc Rice as the Open Records Officer.

The meeting adjourned at 10:11 a.m.

Roger C. Bunn

Erick J. Coolidge

Attest: _____
Derek Williams, Chief Clerk

Mark L. Hamilton

SALARY BOARD ORGANIZATIONAL MEETING

The Organizational meeting of the Tioga County Salary Board was called to order this day at 10:17 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, Thomas A. Young, II, Marie Seymour, Jane Wetherbee, and Krista Deats.

A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of five ayes and no nays to reaffirm the minutes of the January 6, 2014 Organizational meeting.

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

For information, President Judge George W. Wheeler was unable to attend the meeting but presented the Board with a memo that he has reviewed the proposed salaries for the Court's employees for 2015 and approves them.

A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to set the salaries for the exempt and hourly positions in the Probation Office, as indicated on the attached list.

A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to set the salaries for the exempt and hourly position in the Domestic Relations Office, as indicated on the attached list.

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

A motion was made by Erick J. Coolidge, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to set the salaries for the District Justice staffs, as indicated on the attached list.

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

A motion was made by Krista Deats, seconded by Mark L. Hamilton and unanimously carried upon vote of five ayes and no nays to set the salaries for the exempt and hourly positions in the District Attorney's office, as indicated on the attached list.

A motion was made by Marie Seymour, 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 Prothonotary/Clerk of Courts office, as indicated on the attached list.

A motion was made by Jane Wetherbee, 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 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 salary for the exempt position of Public Defender and office staff, 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 salary for the exempt position of Chief Assessor, 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 five ayes and no nays to set the salaries for the exempt and hourly positions of Assistant Chief Assessor, 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 of the Tioga County Prison Corrections Officers, 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 exempt and hourly positions of the Support Services staff, 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 of the exempt and hourly 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 full-time and part-time employees of the Tioga County Department of Human Services, as indicated on the attached list.

All new hires will receive their 2015 rate increase at the completion of their six month probationary period.

The meeting adjourned at 10:22 a.m.

Roger C. Bunn

Erick J. Coolidge

Mark L. Hamilton

Kera Hackett

Marie Seymour, Prothonotary/Clerk of Courts

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

Krista Deats, District Attorney

Thomas A. Young, II, Sheriff