

The regular meeting of the Tioga County Commissioners was called to order this day at 10:00 a.m. with the following members present: Sam VanLoon, Marc Rice, and Shane Nickerson. Also present was Janice Chamberlain, Kera Hackett, Casey Zuchowski, Jen Cochran, Sandra Olson, Tiffany Cummings, Josh Zeyn, Tim Cleveland, Kaye Aumick, Joy Childs, Chris Perry, Betsy Craig, Penny Whipple, Sara Rice, Lisa Rice, Saira Olson, Cindy Copp, Jerry Curreri, Kristin VanLoon, Mr. & Mrs. VanLoon, Ben VanLoon, Bob Goodrich, Carol Hoke, Dan Styborski, Mike Spencer, Clint Owlett, Kim Johns, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) –
None

Public
Recognition

Jerry Curreri, owner of the Timeless Destination Restaurant, publicly recognized individuals for going above and beyond – Erick Coolidge (during COVID); Julie Henry, Chamber of Commerce; Colleen Hanson, Visit Potter-Tioga; Paramedics who assisted a car accident victim

Sam VanLoon
Recognition

Pennsylvania House Representative Clint Owlett and Commissioners Marc Rice and Shane Nickerson presented Commissioner Sam VanLoon with Citations, recognizing his service to the country while in the National Guard and his retirement after 23 years.

Minutes

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the minutes of August 13, 2024.

Resignations:
J.Reichert
C.Lampman
G.McCauley
D.Wicks

For information, the following resignations were received:
Joanne Reichert, Judicial Line Staff, Probation office, effective 8/23/24
Courtney Lampman, Voter Registration Clerk, effective 9/12/24
Grant McCauley, Emergency Management Coordinator, effective 9/6/24
Douglas Wicks, Co-Director, Emergency Management, effective 9/27/24

Hire
D.Colegrove

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the hire of Dennis Colegrove, part-time Emergency Management Coordinator, \$20.00/hr., no benefits.

Promotion
M.Personius

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the promotion of Maryann Personius from Caseworker 3 to Intake Casework Supervisor, Family Services, \$23.15/hr.

Promotion
L.Shults

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the promotion of Lindsey Shults, from Caseworker 2 to Ongoing Casework Supervisor, Family Services, \$23.15/hr.

Amend
Declaration of
Disaster

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve an amendment to extend the timeframe of Declaration of Disaster Emergency to November 15, 2024.

Girl Scout
Recognition

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to recognize the Mansfield Area Girl Scouts 100th Anniversary.

County real
estate tax
refunds

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Kimberly Schoonover, Blossburg Borough, \$33.43; County of Tioga, Delmar Township, \$137.07; Danna Darrow, Delmar Township, \$154.16; Teresa Marshall et al, Delmar Township, \$57.50; Faith Young & Cynthia Keaton, Charleston Township, \$90.24; William & Janice Chamberlain, Charleston Township, \$574.41 (years 2019-2024); Brittany Winters, Charleston Township, \$119.62; Thomas & Elsie Shenk, Gaines Township, \$40.71; Michael & Denise Harris, Liberty Township, \$29.55; Borough of Mansfield, \$93.25; Borough of Mansfield, \$119.96; Ryane & Jennifer Rumsey, Nelson Township, \$32.19; Robert D. Bowers, Jr., Shippen Township, \$38.60.

UGI Energy
agreement for
DHS

A motion was made by Marc Rice seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve an agreement with UGI Energy Services for natural gas service for the four accounts at Human Services – locked in at \$4.892/DTH for the term September 2024 – August 2025.

CBF Const –
VA change
order

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a change order from CBF Construction for the Veterans Affairs building project - \$16,445. Changes include additional integrated sinks, window framing; trim; level out flooring & lower beam in basement; underlayment revisions from flooring contractor; adding soffit; mirrors; replace restroom threshold and tile. Act 13.

CBF Const –
Trailhead
change order

A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a change order from CBF Construction for the Patterson Trailhead Facility building, showing a credit of \$76,000, for a change in the type of exterior wood and a change in the gage of the standing seam metal roofing. Act 13 / Marsh Creek Greenway account.

G. Hawbaker –
Trailhead
change order

A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a change order from Glenn O. Hawbaker Inc. for the site development project at the Patterson Trailhead Facility location, showing a credit of \$376,025. Unsuitable soil will remain on site rather than being disposed of off-site. Act 13 / Marsh Creek Greenway account.

GR Noto – VA change order
A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a change order from G. R. Noto Electrical Construction for the Veterans Affairs building project, to replace vandalized conductors with new and a temporary ATS (Automatic Transfer Switch) to allow the building to be energized due to a delay in the delivery of permanent ATS and generator - \$14,055. Act 13.

Cleveland Bros Generator maintenance
A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve an agreement with Cleveland Brothers Equipment for preventative maintenance on the generator at Human Services, one-year term beginning October 1, 2024 - \$1,506.

Cleveland Bros Generator maintenance
A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve an agreement with Cleveland Brothers Equipment for preventative maintenance on the generators at the Courthouse, Emergency Services, and six tower sites; one-year term beginning October 1, 2024 - \$18,178.

Wilson Consulting – North Trail agreement
A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve an agreement with Wilson Consulting Group for Pine Creek Rail Trail Extension, North, construction consultation - \$47,230. Act 13 / Marsh Creek Green Account. A grant from DCNR will reimburse this expense.

Cooperative agreement with Sheriff and US Army Corps
A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously approved upon vote of three ayes and no nays to approve adding this item to the agenda. A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a Cooperative Agreement between the U.S. Army Corps Tioga County Hammond Lakes Project, Cowanesque Lake Project, and the Tioga County Sheriff's Office for provision of law enforcement services. The U.S. Army Corps will pay the County an amount not to exceed \$4,877.80, for each area. Term of service is approximately 14 weeks.

Appt of Deputy Tax Collector
A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the appointment of Lisa Stage to Lawrence Township Deputy Tax Collector.

Reappoint TPC board members
A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve the reappointments of the following Tioga County Planning Commission members, with terms ending December 2027: Roger Bunn, Kevin Connelly, and Karl Kroeck.

VanHook Svc Emergency repair
A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve an emergency repair of water supply at the Tioga County Prison pumphouse by VanHook Service - \$11,965. Act 13.

Purchase of software for DA Office
A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve the purchase of e-discovery and victim/witness software for the District Attorney's Office - \$15,350. Act 13.

DHS – 16 agreements
A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve 16 agreements for the Dept. of Human Services. A listing is attached.

August 2024 Payroll, benefits, A/P
A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the following expenses for July, 2024:

August 2024 payroll & benefits - \$1,978,424.89
August 2024 accounts payable - \$3,197,608.02

Public Comment – None

The next meeting of the Tioga County Board of Commissioners is scheduled for October 8, 2024.

The Board of Commissioners recognized Lisa Rice, and 911/EMA staff for their dedication and hard work during the recent flood event. Also recognized were Develop Tioga and the Partnership for Community Health for their assistance with programs to help flood victims. Also, faith-based organizations and all volunteers who have stepped up to help. Support has been received from state and federal officials. Currently working with state-level departments for clean-up of streams to help prevent future flooding.

The meeting adjourned at 10:32 a.m.

Sam VanLoon

Attest: _____
Janice Chamberlain, Chief Clerk

Marc Rice

Shane Nickerson

The regular meeting of the Tioga County Salary Board was called to order today at 10:32 a.m. with the following members present: Sam VanLoon, Marc Rice, Shane Nickerson, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Jen Cochran, Sandra Olson, Tiffany Cummings, Josh Zeyn, Tim Cleveland, Kaye Aumick, Joy Childs, Chris Perry, Betsy Craig, Penny Whipple, Sara Rice, Lisa Rice, Saira Olson, Cindy Copp, Jerry Curreri, Kristin VanLoon, Bob Goodrich, Ben VanLoon, Carol Hoke, Dan Styborski, Mike Spencer, Mr. & Mrs. VanLoon, Clint Owlett, Kim Johns, and press representative Natalie Kennedy.

Minutes A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve the minutes of August 13, 2024.

Create pt EMC position A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to approve the request to create the position of part-time Emergency Management Coordinator, \$20.00/hr., no benefits.

Create C&Y position A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve the request to create the position of C&Y Caseworker Assistant / Housing and Safety Specialist position, Dept. of Human Services, \$16.50/hr.

Rate increase A motion was made by Shane Nickerson, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to approve a rate increase of \$1.50/hr., per union contract, for Justin Buckwalter, Probation Officer, for completion of necessary and required training, and moved to Fully Qualified Status.

Appt. of First Deputies For information, Angela Roosa and Breona Roosa have been appointed as First Deputies in the Prothonotary and Clerk of Courts Office. Each will receive an annual stipend of \$500.00.

The meeting adjourned at 10:33 a.m.

Sam VanLoon

Attest: _____
Janice Chamberlain, Chief Clerk

Marc Rice

Shane Nickerson

Kera Hackett