

The regular meeting of the Tioga County Commissioners was called to order this day at 10:00 a.m. with the following members present: Marc Rice, Shane Nickerson, and Sam VanLoon. Also present was Janice Chamberlain, Jen Cochran, Josh Zeyn, Kera Hackett, Lisa Rice, Saira Olson, Penny Whipple, Frank Levindoski, Betsy Craig, Joy Childs, Chris Perry, Sara Rice, Mary Wilson, Eric Redell, John Lundgren, Sandra Olson, Todd Streeter, Andrew Adams, Kim Battin, Leslie Wishard, Brook Krall, Cat Rush, Bob Goodrich, Ken VanSant, Michael Spencer, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comments (agenda items) –  
None

- Minutes            A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the minutes of January 14, 2025.
- Resignations        For information, the following resignations have been received:  
C.DePaula            Christina DePaula, Family Services, effective 1/28/25  
J.Perez                Jonathan Perez, Emergency Services, effective 1/24/25  
J.Clark                 Jeremy Clark, Emergency Services, effective 2/8/25  
A.Hendrickson        Austin Hendrickson, Tioga County Prison, effective 2/21/25
- Hire S.Caber         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 hire of Samantha Caber, Custodian, \$13.50/hr. with benefits.
- Hire S.Shutt         A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the hire of Scott Shutt, part-time Dispatcher, Emergency Services, \$33.00/hr., no benefits. Scott has recently retired from full-time Dispatcher and will retain his hourly rate.
- Hire C.Hallisy        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 hire of Carman Hallisy, part-time Dispatcher, Emergency Services, \$19.00/hr., no benefits.
- Hire S.Slocum        A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the hire of Susan Slocum, Dispatcher-in-Training, Emergency Services, \$19.00/hr. with benefits.
- Hire                    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 hire of Nathan Shughart, part-time on-call Corrections Officer, \$13.81/hr., no benefits.  
N.Shughart
- Cleveland Bros      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 annual preventative maintenance agreement with Cleveland Brothers Equipment Company for the generator and fire pump at the Tioga County Prison - \$4,825.  
Equipment
- State                  A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a State Homeland Security Grant Program Agreement, between PEMA (PA Emergency Management Agency) and the North Central Task Force. Subgrant award is up to \$459,736 to support planning, training, preparedness, and response to acts of terrorism and other catastrophic events.  
Homeland  
Security Grant
- G. R. Noto            A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a change order from G. R. Noto for a revised lighting package at the Patterson Trailhead Facility building - \$11,566.
- McClure Co          A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a one-year HVAC preventative maintenance agreement with McClure Company, for the seven tower sites - \$4,510.
- McClure Co          A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a one-year HVAC preventative maintenance agreement with McClure Company, for the 911 center - \$4,990.
- McClure Co          A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a one-year HVAC preventative maintenance agreement with McClure Company, for the Dept. of Human Services - \$1,418.
- MCM                  A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a proposal from MCM Consulting Group for consulting services for a pilot project to enhance Emergency Medical Services in Tioga County - \$33,088. Act 13.  
Consulting  
Group
- Johnson             A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a five-year renewal agreement with Johnson Controls for software support of existing Genetec Advantage Software for security cameras - \$84,311.45. Act 13.  
Controls

Zoom Comm. A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a Zoom Communications upgrade for two Magisterial District Justice courts and the Tioga County Prison - \$1,497. Act 13.

Sangoma (Digium) A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a four-year support and maintenance agreement with Sangoma (Digium Inc.) for telephone service at county offices - \$21,240. Act 13.

Secureworks 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 annual renewal agreement with Secureworks for cyber security for Tioga County systems - \$53,704.20. Act 13.

Eaton A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a proposal from Eaton for UPS backups for Emergency Services, Tioga County Prison, and courthouse - \$9,361. Act 13.

Altech Systems A motion was made by Sam VanLoon, seconded by ShaneN Nickerson and unanimously carried upon vote of three ayes and no nays to approve a proposal from Altech Systems for the wiring /programming of new iStar G2 panels for nine doors (3 Domestic Relations, 4 Judges, Law Library, and Prisoner Holding) - \$14,381.60. Act 13.

Altech Systems A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a proposal from Altech Systems to replace iStar Pro on doors in the courthouse armory with new iStar Ultra G2 - \$16,719.94. Act 13.

Marco Technologies A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve a three-year renewal agreement with Marco Technologies for BitDefender anti-virus software - \$26,092.50. Act 13.

Tioga County Partnership for Community Health A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve reimbursement to Tioga County Partnership for Community Health, for weekly transportation assistance provided to Tioga County dialysis patients during the shutdown of Wellsboro's facility between February – December 2024 - \$5,385. Act 13.

P-T Library System 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 annual funding request of \$100,000 from the Potter Tioga Library System. Act 13.

UPMC Forensic Nurse Examiner Team A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to add to the agenda, a discussion regarding UPMC and the Forensic Nurse Examiner Team funding request of \$20,000. A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to table the request until the March 11, 2025 meeting.

Resolution R-1-25 A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to adopt the following Resolution:

**RESOLUTION NO. R-1-25**

BE IT RESOLVED by the County Commissioners in Tioga County, Pennsylvania, that Chairman be authorized and directed to sign the attached Letter of Amendment.

Date: 2/11/2025

Attest: /s/ Janice Chamberlain  
County Chief Clerk

Tioga County /s/ Marc Rice  
Chairman

**CERTIFICATION**

I, Janice Chamberlain, Chief Clerk of Tioga County, Pennsylvania do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted at a regular meeting of the Tioga County Commissioners held on February 11, 2025.

<SEAL> By: /s/ Janice Chamberlain  
Date: 2/11/2025 County Chief Clerk

Crary Hose Co A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a request from the Crary Hose Company for financial assistance towards the purchase of a Live Burn Training Building - \$75,000. Act 13.

County real estate tax refunds A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve the following County real estate tax refunds: Ernie J. & Jeanine R. Bieser, Chatham Twp., \$69.69; Northwest Savings Bank, Wellsboro Borough, \$1,761.05; Northwest Savings Bank, Wellsboro Borough, \$1,514.06.

Farmington Twp 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 Farmington Township, who is delegating all tax collection activity to Tioga County for 2025.

DHS- 25  
agreements

A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve 25 agreements for the Dept. of Human Services. A listing is attached.

January 2025  
Payroll, AP

A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to approve January 2025 payroll/benefits \$2,075,349.47, and January 2025 Accounts Payable, \$4,119,561.28.

Public Comment –

Sarah Welch – from PSU Extension, giving update on 4H and Master Gardner programs

The next meeting of the Tioga County Board of Commissioners is scheduled for March 11, 2025.

The meeting adjourned at 10:44 a.m.

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Marc Rice

Attest: \_\_\_\_\_  
Janice Chamberlain, Chief Clerk

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Shane Nickerson

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Sam VanLoon

The regular meeting of the Tioga County Salary Board was called to order today at 10:45 a.m. with the following members present: Marc Rice, Shane Nickerson, Sam VanLoon, and Kera Hackett. Also present was Janice Chamberlain, Jen Cochran, Josh Zeyn, Lisa Rice, Saira Olson, Penny Whipple, Frank Levindoski, Betsy Craig, Joy Childs, Chris Perry, Sara Rice, Mary Wilson, Eric Redell, John Lundgren, Sandra Olson, Todd Streeter, Andrew Adams, Kim Battin, Leslie Wishard, Brook Krall, Cat Rush, Bob Goodrich, Ken VanSant, Michael Spencer, and press representative Natalie Kennedy.

Minutes A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve the minutes of January 14, 2025.

DHS staff to exempt status A motion was made by Kera Hackett, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve the transition of the following Human Services staff to exempt (salaried) status, to create a unified supervisory staff: Shawn Mayo, Meagan Nowak, Maryann Personius, Lindsey Staudt (Shults), and Samantha Weiskopff.

T. Belz salary increase A motion was made by Sam VanLoon, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a \$1.00/hr. increase for Tyler Belz, 911 Dispatcher, who has finished training and is a certified full-time telecommunicator.

C. Strange salary increase A motion was made by Sam VanLoon, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a \$1.00/hr. increase for Carter Strange, 911 Dispatcher, who has finished training and is a certified full-time telecommunicator.

R. Baldwin salary increase A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve an annual salary increase of \$3,363.50 for Reva Baldwin, Victim Witness Coordinator in the District Attorney's Office. The increase is for taking on additional responsibilities as Juvenile Victim Witness Coordinator. This increase is 100% grant funded.

D. Schwartz table salary adjustment A motion was made by Shane Nickerson, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to table an hourly rate adjustment for Diane Schwartz, to \$25.77/hr.

Salary increase for Family Services staff A motion was made by Shane Nickerson, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve a salary increase of \$0.15/hr. for the following Family Services employees, effective 2/23/25:

Melissa Parsons	Administrative Assistant	Jessica Gordon	Ongoing Caseworker 3
Lloyd Pepper	CORe Caseworker 3	Carrie Milkie	Ongoing Caseworker 3
Malachi Cunningham	AMP Specialist (PT seasonal)	Marcia Holsomback	Ongoing Caseworker 2
Brett Weiskopff	Intake Casework Manager	Aryn Vanwormer	Ongoing Caseworker 2
Jenny Klimko	Ongoing Casework Manager 1	Patricia Wattles	Ongoing Caseworker 2
Trisha Tanner	Ongoing Casework Manager 1	Diane Schwartz	Ongoing Caseworker 2
Samantha Weiskopff	Intake Casework Supervisor	Virginia Sticklin	Ongoing Caseworker 1
Meagan Nowak	Intake Casework Supervisor	Britney Brutsman	Ongoing Caseworker 1
Maryann Personius	Intake Casework Supervisor	Meadow Barnes	Ongoing Caseworker 1
Alexis Cicorra-Cecce	Ongoing Casework Supervisor	Ryan Osgood	Ongoing Caseworker 1
Christine Dake	Ongoing Casework Supervisor	Leah Shilling	Ongoing Caseworker 1
Lindsey Shults	Ongoing Casework Supervisor	Tara Gordon	Ongoing Caseworker 1
Cody Losinger	Ongoing Casework Supervisor	Nicole Horton	Screening Caseworker 1
Shawn Mayo	Screening Supervisor	Traci McLean	Screening Caseworker 1
Jeanette Salevsky	Foster Care Supervisor	Christine Connell	Foster Care Caseworker 2
SueAnne Carson	C&Y Program Supervisor	Tamara Wood	Foster Care Caseworker Asst
Richele Hall	Training and Policy Supervisor	Nicole Killingstad	C&Y Caseworker Assistant
Kathryn Null	Intake Caseworker 3	Kenneth Nowak	C&Y Caseworker Assistant
Briana Howard	Intake Caseworker 2	Kiarra Burrell	C&Y Caseworker Assistant
Andrea Causer	Intake Caseworker 2	Saiyan Losinger	C&Y Caseworker Assistant
Jenavieve Weiss	Intake Caseworker 1	Kelly McConaghy	C&Y Caseworker Assistant
Kaitlyn Wetzel	Intake Caseworker 1	Julie Faivre	Systems Analyst
Whitney DeLong	Intake Caseworker 1	Cori Martin	Clerk Typist 3
Brenda Matteson	Intake Caseworker 1	Tammy Farman	Clerical Support Staff
Haley Davis	Intake Caseworker 1	Andrea Bbosa	Clerical Support Staff
Krisandra Staron	C&& Caseworker Assistant	Jeanette Schock	Clerical Support Staff
		Virginia Losinger	Clerical Support Staff (PT)

The meeting adjourned at 10:53 a.m.

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Marc Rice

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Shane Nickerson

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Sam VanLoon

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Kera Hackett

Attest: \_\_\_\_\_  
Janice Chamberlain, Chief Clerk