

The regular meeting of the Tioga County Commissioners was called to order this day at 10:00 a.m. with the following members present: Shane Nickerson, Sam VanLoon, and Marc Rice. Also present was Janice Chamberlain, Jen Cochran, Casey Zuchowski, Kera Hackett, Rachel Courtney, Kaye Aumick, Chelsie English, Josh Zeyn, Mary Wilson, Jim Douglass, Tiffany Cummings, Saira Olson, Dan Styborksi, Sean Sember, Bill David, Sandra Olson, Joy Childs, Betsy Craig, Chris Perry, Mike Spencer, Ron Stephens, Erin Stadler, Bob Goodrich, Wayne Gray, Jennifer Roth, Melissa Taylor, and press representative Natalie Kennedy.

Pledge of Allegiance

Public Comment – None

Minutes A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the minutes of June 9, 2026.

Resignations For information, the following resignations were received:
A.Perry Angela Perry, Prothonotary Office, effective 6/11/26
K.Hurler Kayla Hurler, C&Y, effective 6/19/26
S.Slocum Susan Slocum, Emergency Services, effective 6/23/26
M.Campbell Max Campbell, Tioga County Prison, effective 6/25/26

Hire For information, hired Carrie Wolferman, Clerk, Prothonotary Office, \$16.00/hr. with benefits, effective 7/13/26.
C.Wolferman

Hire L.Deming A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the hire of Lindsey Deming, Truancy Caseworker, Family Services, \$18.80/hr. with benefits, effective 7/13/26 (40 hr. work week).

Hire D.DeWalt 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 hire of Darlene DeWalt, Visitation Assistant, Family Services, \$15.50/hr. with benefits, effective 6/29/26 (37.5 hr. work week).

Hire K.Kemp A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the hire of Kaytee Kemp, Executive Assistant of Records, Tioga County Prison, \$16.00/hr. with benefits, effective 7/6/26.

Hire J.Wolfe 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 hire of Jaclyn Wolfe, part-time Corrections Officer, Tioga County Prison, \$18.00/hr., no benefits, effective 6/16/26.

Hire J.Thurstin 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 hire of Jacob Thurstin, part-time Corrections Officer, Tioga County Prison, \$18.00/hr., no benefits, effective 6/29/26.

Hire M.Estock 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 hire of Max Estock, part-time Corrections Officer, Tioga County Prison, \$18.00/hr., no benefits, effective 6/20/26.

Hire D.Clark 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 hire of Dru Clark, part-time Corrections Officer, Tioga County Prison, \$18.00/hr., no benefits, effective 8/2/26.

Transfer A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve the transfer of Jaselle Rummings from Caseworker 1 to Independent Living Caseworker 1, \$18.00/hr. effective 6/29/26.
J.Rummings

Transfers: 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 following transfers from SAM, Inc. to Tioga County, effective 6/29/26:

E.O’Neil	Ericka O’Neil	LPN	\$62,999.82
A.Borsheim	Alivia Borsheim	Visitation Supervisor	\$45,150.04
M.Gegg	Meagan Gegg	Visitation Coach	\$17.00/hr.
J.Winkler	Jill Winkler	Visitation Coach	\$17.00/hr.
S.Gardner	Shelby Gardner	Visitation Coach	\$17.00/hr.
M.Hurlburt	Michelle Hurlburt	Visitation Coach	\$17.00/hr.
K.Kingsley	Kristin Kingsley	Family Finding Caseworker	\$19.66/hr.
T.Merrick	Tracy Merrick	Family Finding Caseworker	\$21.06/hr.
L.Pedro	Lillian Pedro	Family Finding Caseworker	\$18.00/hr.
K.Moore	Kathy Moore	Part-time FGDM (Family Group Decision Making) Facilitator	\$18.01/hr.
H.Doud	Holly Doud	Family Support Supervisor	\$52,999.96
T.Vickery	Tiffany Vickery	Family Support Provider	\$18.90/hr.
S.Haas-Wirth	Susan Haas-Wirth	Family Support Provider	\$19.66/hr.
J.Cummings	Jewel Cummings	Family Support Provider	\$18.00/hr.
C.Holley	Clara Holley	Family Support Provider	\$21.06/hr.
D.McLean	Debra McLean	Family Support Provider	\$21.06/hr.
R.Webster	Rebecca Webster	Family Support Provider	\$21.90/hr.
T.Hurler	Thomas Hurler	YDS (Youth Diversion Services) Provider	\$19.70/hr.
C.Lampman	Connie Lampman	YDS (Youth Diversion Services) Provider	\$18.31/hr.
C.Kriner	Chase Kriner	YDS (Youth Diversion Services) Provider	\$18.55/hr.
P.Alexander	Pamela Alexander	Clerical Support Staff	\$18.55/hr.
R.Erb	Regina Erb	Clerk Typist 2	\$28.20/hr.
S.Doud	Sydney Doud	Truancy Caseworker	\$21.06/hr.

Issue
Proclamation

A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to issue the following Proclamation:

PROCLAMATION
Pretrial, Probation, and Parole Supervision Week
July 19-25, 2026

WHEREAS, community corrections is an essential part of the justice system; and

WHEREAS, community corrections professionals uphold the law with dignity, while recognizing the right of the public to be safe-guarded from criminal activity; and

WHEREAS, community corrections professionals are responsible for supervising adult and juvenile offenders in the community; and

WHEREAS, community corrections professionals are trained professionals who provide services and referrals for offenders; and

WHEREAS, community corrections professionals work in partnership with community agencies and groups; and

WHEREAS, community corrections professionals promote prevention, intervention and advocacy; and

WHEREAS, community corrections professionals provide services, support, and protection for victims; and

WHEREAS, community corrections professionals advocate community and restorative justice; and

WHEREAS, community corrections professionals are a true Force for Positive Change in their communities, and

Now, Therefore, be it Resolved that the Tioga County Board of Commissioners do hereby proclaim July 19-25, 2026 as:

Pretrial, Probation, and Parole Supervision Week
and encourage all citizens to honor these community corrections professionals and to recognize their achievements.

Date: July 14, 2026 /s/ Shane Nickerson /s/ Sam VanLoon /s/ Marc Rice

A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to adopt the following Ordinance:

ORDINANCE NO. 2026-5

Adopt
Ordinance
2026-5

AN ORDINANCE PROVIDING FOR THE PAYMENT FOR SPECIAL EQUIPMENT, CLEANUP, MATERIALS, AND LABOR USED TO CONTROL, EXTINGUISH, CLEAN UP OR REMEDIATE CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, OR EXPLOSIVE HAZARDOUS MATERIALS SPILLS, EMISSIONS, FIRES OR EXPLOSIONS WITHIN THE COUNTY OF TIOGA, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH.

WHEREAS, the Pennsylvania Emergency Management Services Code (35 Pa. C.S.A, § 7101 et seq., as amended) mandates that counties prepare, maintain, and keep current an Emergency Operations Plan for the prevention and minimization of injury and damage as caused by a major emergency or disaster within this county; and

WHEREAS, the Pennsylvania Hazardous Material Emergency Planning and Response Act, Act 1990-165, as amended, requires each county within the Commonwealth to have and dispatch a certified Hazardous Materials Response Team to hazardous materials incidents; and

WHEREAS, the Board of Commissioners of the County of Tioga is desirous of recovering such costs as may be incurred by the County, municipalities and emergency service providers (collectively “Emergency Service Providers”) for labor and materials, including special equipment, storage, and disposal, for the control, extinguishment, clean-up and/or remediation of chemical, biological, radiological, nuclear or explosive hazardous materials (hereafter “CBRNE”), spills, emissions, fires or explosions in Tioga County, from those person(s) responsible therefore.

NOW THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the County of Tioga, Pennsylvania, and the same is hereby enacted the authority of the same, as follows:

Section 1: The Owner or person having custody or control, of the CBRNE, and the common carrier of such substances, including a pipeline or transportation provider carrying same, shall be liable to the county of Tioga for all response costs incurred by any Emergency Service Provider for the control, extinguishment, clean-up and/or remediation of CBNRE spills, emissions, fires or explosions involving CBRNE products in the County of Tioga.

The cost of personnel, special equipment and/or materials shall include but not be limited to, the following and per Fee Schedule Attachment A:

- A. County-designated Hazardous Materials (HAZMAT) team(s).
- B. Disposable materials and supplies, acquired, consumed and expended specifically for the purpose of the response to the hazardous materials spill/release.
- C. Rental or leasing of equipment used specifically for the response, for example, protective equipment or clothing and scientific and technical equipment.
- D. Replacement costs for equipment that is contaminated beyond Reuse or repair during the response. For example, Personal Protective Equipment (PPE) irretrievably contaminated during the response.
- E. Decontamination of personnel and/or equipment contaminated during the incident.
- F. Special technical services specifically required for the response. For example, costs associated with the time and efforts of technical specialists or subject matter experts.
- G. Laboratory and testing costs for purposes of analyzing samples or specimens taken during the response.
- H. Other special services specifically required for the response, such as utility costs.
- I. Costs associated with the services, supplies and equipment used to conduct an evacuation during the response.
- J. Costs associated with the removal, transport and disposal of hazardous materials.
- K. Costs associated with the response of Emergency Management, Emergency Medical Services, Fire/Rescue and/or Law Enforcement organizations and personnel.
- L. Any other special equipment, materials and/or services deemed necessary by the Tioga County Emergency Management Coordinator (or designee).

The fee schedule may be revised by a resolution of the Board of Commissioners.

Section 2: The owner, or person having custody or control, of CBRNE and the common carrier of said CBRNE materials, including any pipeline or transportation provider, as aforesaid, shall also be liable for the cost of the disposing of the same.

Section 3: The Tioga County Emergency Management Agency shall coordinate the Local Emergency Planning Committee to bill the above described liable party. If payment is not made in full within thirty (30) days from the date of mailing of said bill, the bill may be turned over to the County Solicitor for collection and litigation as is necessary. The County Solicitor is hereby authorized to take such action as may be necessary, on behalf of the County of Tioga, to recover ALL reasonable costs expended for such equipment, material, labor, storage, and disposal resulting from the petroleum type or chemical type spill, emission or fire.

Section 4: Any Emergency Service Provider that desires to be reimbursed for a covered expense shall submit the documentation form for invoicing to the Tioga County Emergency Management Agency, who will coordinate the Local Emergency Planning Committee to bill the responsible party for all services rendered. All documentation must meet the billing criteria established and approved by the County. Payment will be made on such documentation through the County invoicing process and only after and to the extent the responsible party has made payment to the County.

Section 5: Any party failing to pay the said invoice submitted to them by the County of Tioga within thirty (30) days, shall upon conviction in a summary proceeding before a District Justice be sentenced to pay a fine of not less than Three Hundred dollars (\$300.00) or more than One Thousand dollars (\$1000.00), or the maximum provided by state law, together with costs, and in default thereof undergo imprisonment in Tioga County Prison for not more than thirty (30) days or both.

Section 6: The County shall have the right to proceed against any responsible parties through civil process, criminal process or both. Imprisonment or penalties arising out of criminal proceedings shall not relieve any responsible party from civil liability to the County, as provided herein.

Section 7: In the event that any part of this ordinance shall be found to be unlawful or unenforceable the remaining provisions of this ordinance shall remain in full force and effect Section 8: This ordinance shall take effect on the first date permitted by law following its passage.

Adopted as an ordinance of the County of Tioga, Commonwealth of Pennsylvania, at a meeting of the Board of Commissioners, held on the 14th day of July, 2026.

TIOGA COUNTY BOARD OF COMMISSIONERS
/s/ Shane Nickerson /s/ Sam VanLoon /s/ Marc Rice
/s/ Janice Chamberlain, Chief Clerk

Adopt
Resolution
R-9-26

A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to adopt the following Resolution (funds will be paid from Act 13):

**RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL
MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE
R-9-26**

The Board of Commissioners of Tioga County resolves and certifies that it will provide Endless Mountains Transportation Authority local funds in the amount of \$ 45,421.49 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2026-2027.

Further, the Board of Commissioners resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2025. The following schedule indicates dates and payments of eligible local matching funds:

<u>Payment Date</u>	<u>Payment Amount</u>
<u>November 30, 2026</u>	\$ <u>22,710.75</u>
<u>March 30, 2027</u>	\$ <u>22,710.74</u>

I, Shane Nickerson, Chairperson of the Board of Commissioners of Tioga County do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Tioga County Commissioners held the 14th day of July, 2026.

By: /s/ Shane Nickerson Date: 7/14/2026

Funding to Trail Authority	A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a funding request of \$5,000 from the Tioga County Trail, Park, & Recreation Authority for start-up costs. Act 13.
Funding to Elkland Fire Dept	A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a \$10,000 grant to the Elkland Borough Volunteer Fire Department. Their grant application was received and approved by the LEPC. Act 13.
Revize proposal	A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a proposal from Revize for the design/development/hosting/maintenance of a new county website. CCAP will no longer be involved with county websites. Five-year plan, \$7,980/year. Act 13.
Central PA Food Bank	A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a 2026/2027 Subrecipient Agreement between Tioga County and the Central PA Food Bank.
LeChase Construction	A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve a Construction Management as Agent (CMA) agreement for services with LeChase Construction Services LLC for emergency sewer/grinder pump replacement project at Tioga County Prison - \$12,500. Act 13.
LeChase Construction	A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve a one-year Master Agreement with LeChase Construction Services LLC for work orders agreed to between LeChase and Tioga County. Agreement will renew on annual basis unless either party provides notice of intent not to renew.
Employee Personnel Manual	A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon of three ayes and no nays to table a change to the Employee Personnel Manual, Section 401:1 – Compensatory Time and Overtime.
DHS- 48 agreements	A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve 48 agreements for the Department of Human Services. A listing is attached.
	For information: June 2026 Payroll & Benefits: \$1,528,913.59 June 2026 Accounts Payable: \$1,906,188.59
	Commissioners News / Public Comment – N/A
	The meeting adjourned at 10:18 a.m.

Shane Nickerson

Sam VanLoon

Marc Rice

Attest: _____
Janice Chamberlain

The regular meeting of the Tioga County Salary Board was called to order this day at 10:18 a.m. with the following members present: Shane Nickerson, Sam VanLoon, Marc Rice, and Kera Hackett. Also present was Janice Chamberlain, Jen Cochran, Casey Zuchowski, Rachel Courtney, Kaye Aumick, Chelsie English, Josh Zeyn, Mary Wilson, Jim Douglass, Tiffany Cummings, Saira Olson, Sandra Olson, Joy Childs, Betsy Craig, Chris Perry, Mike Spencer, Ron Stephens, Erin Stadler, Bob Goodrich, Wayne Gray, Jennifer Roth, Melissa Taylor, and press representative Natalie Kennedy.

Minutes A motion was made by Kera Hackett, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to approve the minutes of June 9, 2026.

Create position A motion was made by Kera Hackett, seconded by Marc Rice and unanimously carried upon vote of four ayes and no nays to approve the creation of a Clerk Typist 2 position at Dept. of Human Services.

Increase on-call rates 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 request to increase DHS backup supervisor on-call standby rates: Weekly/weekend, from \$100 to \$150; paid holidays, from \$125 to \$175.

The meeting adjourned at 10:19 a.m.

Attest:

Janice Chamberlain, Chief Clerk

Shane Nickerson

Sam VanLoon

Marc Rice

Kera Hackett