

The Organizational 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 were Janice Chamberlain, Jen Cochran, Judge George Wheeler, Kera Hackett, Marie Seymour, Frank Levindoski, Sandra Olson, Keriane Chaborek, Joy Childs, Chris Perry, Betsy Craig, Josh Zeyn, Kaye Aumick, Tim Cleveland, Bob Goodrich, and press representative Nat Kennedy.

Pledge of Allegiance

- Minutes A motion was made by Marc Rice, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to reaffirm the minutes of the January 2, 2024 Organizational meeting.

- Chairman Board of Commissioners A motion was made by Shane Nickerson, seconded by Sam VanLoon and carried upon vote of two ayes and no nays (Commissioner Rice abstained) to appoint Marc Rice as Chairman of the Board.

- Vice-Chair Board of Commissioners A motion was made by Sam VanLoon, seconded by Marc Rice and carried upon vote of two ayes and no nays (Commissioner Nickerson abstained) to appoint Shane Nickerson as Vice-Chairman of the Board.

- Chief Clerk A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to appoint Janice Chamberlain as Chief Clerk.

- Asst. Chief Clerk A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to appoint Jennifer Cochran as Assistant Chief Clerk.

- County Solicitor A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to appoint Christopher Gabriel of Gabriel Fera, P.C. as Tioga County Solicitor.

- 2025 Meeting Schedules A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to set the day, time and place for the following Board meetings:

2025 Meeting Schedule

The Tioga County of Board of Commissioners meetings will be held according to the schedule below in the Commissioner's Meeting Room, at 10:00 a.m.

The Salary Board meeting, if needed, will be held immediately after the Board of Commissioners meeting.

The Retirement Board meeting will be held immediately after the Salary Board meeting.

The Election Board meeting will be held immediately after the Retirement Board meeting.

The Prison Board meeting will be held on the dates listed below. Meetings will be held at 11:00 a.m. in the Commissioner's Meeting Room.

The Board of Assessment Revision meeting will be held on the dates listed below. Meetings will be held at 1:30 p.m. in the Commissioner's Conference Room.

January 6 - Organizational Meeting

January 14	July 8
February 11	August 12
March 11	September 9
April 15	October 14
May 13	November 18
June 10	December 9

- Courthouse days/hours A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to set the courthouse days and hours as Monday through Friday, 9:00 a.m. – 4:30 p.m.

- Mileage reimbursement A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to set the 2025 mileage reimbursement rate at \$0.67 per mile.

- Set 2025 Depositories A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to set the 2025 depositories for county funds as: C&N Bank, Wellsboro, PA, and First Citizens Community Bank, Wellsboro, PA.

- Public Defender A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to appoint Eric Gurney as Tioga County Public Defender.

- Develop Tioga representative A motion was made by Marc Rice, seconded by Sam VanLoon and carried upon vote of two ayes and no nays (Commissioner Nickerson abstained) to appoint Shane Nickerson as Commissioner representative to Develop Tioga.

- BeST representative A motion was made by Shane Nickerson, seconded by Marc Rice and carried upon vote of two ayes and no nays (Commissioner VanLoon abstained) to appoint Sam VanLoon as Commissioner representative on BeST Board.

County Engineer A motion was made by Sam VanLoon, seconded by Shane Nickerson and unanimously carried upon vote of three ayes and no nays to appoint Larson Design Group as the County Engineer.

PCOMP/
PCoRP claims coordinator A motion was made by Shane Nickerson, seconded by Sam Vanloon and unanimously carried upon vote of three ayes and no nays to appoint Tim O'Neill as PCOMP and PCoRP Claims Coordinator.

Open Records Officer A motion was made by Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to appoint Jennifer Cochran as the Open Records Officer.

Sealed bid for sales of vehicle A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to accept a sealed bid of \$1,005.00 for the 2008 Chevy Express 2500 van. The other sealed bid received was from Bay Ridge Motors, Inc. for \$855.00.

The meeting adjourned at 10:10 a.m.

Marc Rice

Shane Nickerson

Attest: _____
Janice Chamberlain, Chief Clerk

Sam VanLoon

SALARY BOARD ORGANIZATIONAL MEETING

The Organizational meeting of the Tioga County Salary Board was called to order this day at 10:13 a.m. with the following members present: Sam VanLoon, Marc Rice, and Shane Nickerson. Also present were Janice Chamberlain, Judge George Wheeler, Kera Hackett, Marie Seymour, Frank Levindoski, Sandra Olson, Kerianne Chaborek, Joy Childs, Chris Perry, Betsy Craig, Josh Zeyn, Kaye Aumick, Tim Cleveland, Bob Goodrich, and press representative Nat Kennedy.

Minutes A motion was made by Kera Hackett, seconded by Shane Nickerson and unanimously carried upon vote of nine ayes and no nays to reaffirm the minutes of the January 2, 2024 Organizational meeting.

Appoint Chair A motion was made by Kera Hackett, seconded by Shane Nickerson and carried upon vote of three ayes (Commissioner Rice abstained) to appoint Marc Rice as Chairman of Salary Board.

Appoint Vice-Chair A motion was made by Sam VanLoon, seconded by Kera Hackett and carried upon vote of three ayes and no nays (Commissioner Nickerson abstained) to appoint Shane Nickerson as Vice Chairman of Salary Board.

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

2025 Wages A motion was made by Frank Levindoski, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the Sheriff's Office, as indicated on the attached list.

A motion was made by Sandra Olson, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the District Attorney's office, as indicated on the attached list.

A motion was made by Marie Seymour, seconded by Sam VanLoon and unanimously carried upon vote of four 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 Keriane Chaborek, seconded by Shane Nickerson and unanimously carried upon vote of four 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 Sam VanLoon 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 Shane Nickerson, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in the following departments, as indicated on the attached list: Public Defender, Assessment, Tax Claim, Planning, GIS, Soil Conservation, Emergency Services, Prison, Support Services, Miscellaneous, and Human Services.

A motion was made by Judge George Wheeler, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to set the salaries for the staff in Probation, Domestic Relations, Court staff, and the District Justice court staff.

The meeting adjourned at 10:38 a.m.

Marc Rice

Attest: _____
Janice Chamberlain, Chief Clerk

Shane Nickerson

Sam VanLoon

President Judge George Wheeler

Kera Hackett, Treasurer

Keriane Chaborek, Register Recorder, Clerk of Orphans Court

Frank Levindoski, Sheriff

Sandra Olson, District Attorney

Marie Seymour, Prothonotary, Clerk of Courts