

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, Josh Zeyn, Cindy Alexander, Malachi Dodge, Sara Rice, Dan Styborski, Bill David, Mike Spencer, Ron Stephens, Wayne Gray, Ellie Largey, 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 July 14, 2026.

Resignations
K.Harkness
A.Biechy
S.Abel For information, the following resignations were received:
Kelly Harkness – Caseworker, effective 8/4/26
August Biechy – part-time Corrections Officer, effective 8/6/26
Scout Abel – Caseworker, effective 8/7/26

Retirement
T.Krystoff For information, the following retirement was received:
Tina Krystoff – Domestic Relations Office, effective 9/11/26

Transfer
R. Kotch For information, transfer of Rebecca Kotch from Probation department to Office Supervisor in Domestic Relations Office, \$48,000/yr. effective 8/17/26.

Hire J.Walters For information, hired Jonathan Walters, School Resource Officer, Sheriff’s Office, \$21.75/hr. with benefits

Status Change
L.Wales For information, status change for Lorrie Wales, from part-time Court Monitor to full-time Court Monitor, \$23.00/hr. with benefits, effective 8/17/26.

Hire H. Hollis 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 Hannah Hollis, C&Y Caseworker Assistant, \$16.65/hr. with benefits, effective 8/10/26.

Promotion
A.Meyer 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 promotion of Aliah Meyer, from an Intern to Caseworker 1, Family Services, \$18.80/hr. with benefits effective 8/24/26.

Status change
C. Hallisy 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 status change for Carman Hallisy, from part-time 911 Dispatcher to full-time 911 Dispatcher, \$21.63/hr. with benefits effective 9/6/26.

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 Resolution:

Adopt
Resolution
R-10-26 **A Resolution to Endorse Pennsylvania’s Statewide Historic Preservation Plan,
Historic Preservation: The Keystone of Community, 2025-2035**

Resolution No. R-10-26

WHEREAS, Tioga County understands that the irreplaceable historical, architectural, archaeological, and cultural heritage of this Commonwealth should be preserved and protected for the benefit of all the people, including future generations;

WHEREAS Tioga County acknowledges that historic places are important because they protect community stories, heritage, and identity, help teach and remind us about our shared past, and support Pennsylvania’s economy through heritage tourism and economic development;

WHEREAS Section 301 of the Municipalities Planning Code requires Comprehensive Plans to identify a plan for the protection of natural and historic resources and the adoption of relevant goals of Pennsylvania’s Statewide Historic Preservation Plan, *Historic Preservation: The Keystone of Community, 2025-2035* is a step in fulfilling that requirement;

WHEREAS Tioga County has expressed interest in the endorsement of Pennsylvania’s Statewide Historic Preservation Plan, 2025-2035 and will assist in the implementation at the local level in part through guiding municipal governments with the goals of the plan;

NOW, THEREFORE, BE IT RESOLVED Tioga County Pennsylvania endorses Pennsylvania’s Statewide Historic Preservation Plan, *Historic Preservation: The Keystone of Community, 2025-2035* and will take the following actions to implement relevant goals and objectives:

1. Promote the goals of the statewide preservation plan to local municipalities and distribute endorsement materials.
2. Utilize both the statewide preservation plan, and the State Historic Preservation Office, as tools to enable preservation of historic places at the county, municipal, and local level.

3. Educate municipalities, community leaders, and citizens on the value heritage landscapes and county lead conservation initiatives.
4. Assist municipalities in aligning land use planning, including zoning and ordinance regulations, with the values of historic preservation expressed in the statewide plan.
5. Promote adaptive reuse and rehabilitation of historic buildings as support to economic and community development.

Attest: /s/ Janice Chamberlain
Chief Clerk

Tioga County
/s/ Shane Nickerson /s/ Sam VanLoon /s/ Marc Rice

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:

TIOGA COUNTY, PENNSYLVANIA

RESOLUTION NO. R-11-26

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY AUTHORIZING
LOCAL MATCH CONTRIBUTIONS FOR A MUNICIPAL ASSISTANCE PROGRAM APPLICATION
BEING SUBMITTED BY MANSFIELD BOROUGH, RICHMOND TOWNSHIP, COVINGTON
TOWNSHIP, AND PUTNAM TOWNSHIP**

WHEREAS, Mansfield Borough, Richmond Township, Covington Township, and Putnam Township will be undertaking a project to execute a joint multi-municipal comprehensive plan; and

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program;

NOW THEREFORE BE IT RESOLVED, that the Tioga County Board of Commissioners hereby authorizes this submission of an application to the Municipal Assistance Program; and

BE IT FURTHER RESOLVED that the Tioga County Commissioners hereby commit municipal resources in the amount of \$14,714.50 as match for said project;

BE IT FURTHER RESOLVED that the Applicant does hereby designate Shane Nickerson, Commissioner, as the official to execute all documents and agreements between Mansfield Borough and the Pennsylvania Department of Community and Economic Development to fulfill the County's commitment of matching funds for the project.

I, Janice Chamberlain, Chief Clerk, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting August 11, 2026 and said Resolution has been recorded in the Minutes.

IN WITNESS THEREOF, I affix my hand and attach the seal of Tioga County this 11th day of August 2026.

Attest: /s/ Janice Chamberlain
Chief Clerk

Tioga County Board of Commissioners
/s/ Shane Nickerson /s/ Sam VanLoon /s/ Marc Rice

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:

TIOGA COUNTY, PENNSYLVANIA

RESOLUTION NO. R-12-26

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY AUTHORIZING
LOCAL MATCH CONTRIBUTIONS FOR A MUNICIPAL ASSISTANCE PROGRAM APPLICATION
BEING SUBMITTED BY JACKSON TOWNSHIP, ROSEVILLE BOROUGH, RUTLAND TOWNSHIP,
AND SULLIVAN TOWNSHIP**

WHEREAS, Jackson Township, Roseville Borough, Rutland Township, and Sullivan Township will be undertaking a project to execute a joint multi-municipal comprehensive plan; and

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program;

NOW THEREFORE BE IT RESOLVED, that the Tioga County Board of Commissioners hereby authorizes this submission of an application to the Municipal Assistance Program; and

BE IT FURTHER RESOLVED that the Tioga County Commissioners hereby commit municipal resources in the amount of \$15,000 as match for said project;

BE IT FURTHER RESOLVED that the Applicant does hereby designate Shane Nickerson, Commissioner, as the official to execute all documents and agreements between Sullivan Township and the Pennsylvania Department of Community and Economic Development to fulfill the County's commitment of matching funds for the project.

I, Janice Chamberlain, Chief Clerk hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting August 11, 2026 and said Resolution has been recorded in the Minutes.

IN WITNESS THEREOF, I affix my hand and attach the seal of Tioga County this 11th day of August 2026.

Attest: /s/ Janice Chamberlain
Chief Clerk

Tioga County Board of Commissioners
/s/ Shane Nickerson /s/ Sam VanLoon /s/ Marc Rice

Adopt
Resolution
R-11-26

Adopt
Resolution
R-12-26

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:

Adopt
Resolution
R-13-26

TIOGA COUNTY, PENNSYLVANIA

RESOLUTION NO. R-13-26

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY AUTHORIZING LOCAL MATCH CONTRIBUTIONS FOR A MUNICIPAL ASSISTANCE PROGRAM APPLICATION BEING SUBMITTED BY BROOKFIELD TOWNSHIP, WESTFIELD TOWNSHIP, CLYMER TOWNSHIP, DEERFIELD TOWNSHIP, CHATHAM TOWNSHIP, GAINES TOWNSHIP, ELK TOWNSHIP, WESTFIELD BOROUGH, AND KNOXVILLE BOROUGH

WHEREAS, Brookfield Township, Westfield Township, Clymer Township, Deerfield Township, Chatham Township, Gaines Township, Elk Township, Westfield Borough, and Knoxville Borough will be undertaking a project to execute a joint multi-municipal comprehensive plan; and

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program;

NOW THEREFORE BE IT RESOLVED, that the Tioga County Board of Commissioners hereby authorizes this submission of an application to the Municipal Assistance Program; and

BE IT FURTHER RESOLVED that the Tioga County Commissioners hereby commit municipal resources in the amount of \$36,000 as match for said project;

BE IT FURTHER RESOLVED that the Applicant does hereby designate Shane Nickerson, Commissioner, as the official to execute all documents and agreements between Clymer Township and the Pennsylvania Department of Community and Economic Development to fulfill the County’s commitment of matching funds for the project.

I, Janice Chamberlain, Chief Clerk hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting August 11, 2026 and said Resolution has been recorded in the Minutes.

IN WITNESS THEREOF, I affix my hand and attach the seal of Tioga County this 11th day of August 2026.

Attest: /s/ Janice Chamberlain	Tioga County Board of Commissioners		
Chief Clerk	/s/ Shane Nickerson	/s/ Sam VanLoon	/s/ Marc Rice

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:

Adopt
Resolution
R-14-26

TIOGA COUNTY, PENNSYLVANIA
RESOLUTION NO. R-14-26

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF TIOGA COUNTY AUTHORIZING LOCAL MATCH CONTRIBUTIONS FOR THE SUBMISSION OF A COMMONWEALTH FINANCING AUTHORITY – MULTIMODAL TRANSPORTATION FUND APPLICATION BEING SUBMITTED BY CLYMER TOWNSHIP.

Be it RESOLVED, that the Tioga County Board of Commissioners hereby expresses its support for Clymer Township’s application for a Multimodal Transportation Fund grant in an amount not to exceed \$3,000,000 from the Commonwealth Financing Authority to be used for bridge improvements within Clymer Township.

Be it FURTHER RESOLVED, that the Tioga County Board of Commissioners hereby commits a partial local match contribution in the amount of \$40,000 toward the project in support of Clymer Township’s Multimodal Transportation Fund grant application, and respectfully urges the Commonwealth Financing Authority’s favorable consideration thereof.

I, Janice Chamberlain, duly qualified representative of the Tioga County Board of Commissioners, Tioga County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Tioga County Board of Commissioners at a regular meeting held August 11, 2026 and said Resolution has been recorded in the Minutes of Tioga County and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of Tioga County, this 11th day of August, 2026.

Attest: /s/ Janice Chamberlain	Tioga County Board of Commissioners		
Chief Clerk	/s/ Shane Nickerson	/s/ Sam VanLoon	/s/ Marc Rice

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:

Adopt
Resolution
R-15-26

RESOLUTION R-15-26

BE IT RESOLVED, by authority of the Tioga County Board of Commissioners of Tioga County, and it is hereby resolved by authority of the same, that the Chairman of the Tioga County Board of Commissioners be authorized and directed to sign the I-99 Roadway Lighting Agreement on its behalf.

ATTEST: /s/ Janice Chamberlain
Chief Clerk

TIOGA COUNTY
/s/ Shane Nickerson, Chairman

I, Janice Chamberlain, Chief Clerk 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 Board of Commissioners, held the 11th day of August, 2026.

Date: August 11, 2026 /s/ Janice Chamberlain, Chief Clerk

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:

Adopt
Resolution
R-16-26

RESOLUTION R-16-26

BE IT RESOLVED, by authority of the Tioga County Board of Commissioners of Tioga County, and it is hereby resolved by authority of the same, that the Chairman of the Tioga County Board of Commissioners be authorized and directed to sign the I-99 Roadway Lighting Agreement on its behalf.

ATTEST: /s/ Janice Chamberlain
Chief Clerk

TIOGA COUNTY
/s/ Shane Nickerson, Chairman

I, Janice Chamberlain, Chief Clerk 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 Board of Commissioners, held the 11th day of August, 2026.

Date: August 11, 2026 /s/ Janice Chamberlain, Chief Clerk

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:

Adopt
Resolution
R-17-26

RESOLUTION R-17-26

BE IT RESOLVED, by authority of the Tioga County Board of Commissioners of Tioga County, and it is hereby resolved by authority of the same, that the Chairman of the Tioga County Board of Commissioners be authorized and directed to sign the I-99 Roadway Lighting Agreement on its behalf.

ATTEST: /s/ Janice Chamberlain
Chief Clerk

TIOGA COUNTY
/s/ Shane Nickerson, Chairman

I, Janice Chamberlain, Chief Clerk 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 Board of Commissioners, held the 11th day of August, 2026.

Date: August 11, 2026 /s/ Janice Chamberlain, Chief Clerk

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:

Adopt
Resolution
R-18-26

RESOLUTION R-18-26

BE IT RESOLVED, by authority of the Tioga County Board of Commissioners of Tioga County, and it is hereby resolved by authority of the same, that the Chairman of the Tioga County Board of Commissioners be authorized and directed to sign the I-99 Roadway Lighting Agreement on its behalf.

ATTEST: /s/ Janice Chamberlain
Chief Clerk

TIOGA COUNTY
/s/ Shane Nickerson, Chairman

I, Janice Chamberlain, Chief Clerk 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 Board of Commissioners, held the 11th day of August, 2026.

Date: August 11, 2026 /s/ Janice Chamberlain, Chief Clerk

M. Wells contractor agreement A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve an Independent Contractor Agreement between Tioga County and Megan Wells, Esq. for C&Y Solicitor services.

Army Corps of Engineers Agreement 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 contract between Army Corps of Engineers and Tioga County Sheriff’s department for law enforcement services at Tioga-Hammond Lake and Cowanesque Lake recreational areas; approximately 10 weeks, total of 58 patrol hours.

MOU between Sheriff Office and STSD 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 Memorandum of Understanding between the Tioga County Sheriff’s Office and the Tioga County Board of Commissioners and the Southern Tioga School District – one-year agreement for School Resource Officers in the district schools. Funded by the school district.

Enterprise Fleet lease for DHS 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 five-year lease with Enterprise Fleet Management for two 2027 Chevrolet Express 2500 passenger vans for Dept. of Human Services - \$1,028.94/each per month.

Update Personnel Manual A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to approve an update to the Employee Personnel Manual, Section 401:1 – Compensatory Time and Overtime, effective 8/23/26.

Use of Pine Creek Rail Trail A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to add the following item to the agenda. 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 request from the Tioga County Trail, Park & Recreation Authority for use of the Pine Creek Rail Trail on September 26, 2026 for a 5K Walk/Run and 10K Cycling Event.

DHS – 3 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 the following agreements for Department of Human Services:

- 2026/27 Purchase of Service Agreement with Valley Youth House for children and youth placement services on an as-needed basis. No Contract Maximum, Funding Source: Office of Children and Youth.
- 2026/27 Purchase of Service Agreement with Trehab for the provision of Housing Services. Contract Maximum: \$5,000.00, Funding Source: Human Services and Supports.
- 2025/2026 Purchase of Service Agreement with Love 2 Care for children and youth placement services on an as-needed basis. No Contract Maximum, Funding Source: Office of Children and Youth.

A/P, Payroll For information:
July 2026 Payroll & Benefits: \$2,297,738.70
July 2026 Accounts Payable: \$2,784,607.78

Public Comment – None

The meeting adjourned at 10:20 a.m.

Shane Nickerson

Attest: _____
Janice Chamberlain

Sam VanLoon

Marc Rice

The regular meeting of the Tioga County Salary Board was called to order this day at 10:20 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, Josh Zeyn, Cindy Alexander, Malachi Dodge, Sara Rice, Dan Styborksi, Bill David, Mike Spencer, Ron Stephens, Wayne Gray, Ellie Largey, and press representative Natalie Kennedy.

Minute	A motion was made by Sam VanLoon, seconded by Kera Hackett and unanimously carried upon vote of four ayes and no nays to approve the minutes of July 14, 2026.
Transition position from SAM, Inc	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 transition of a Specialized Services Director position back to County from SAM, Inc., effective 7/1/26. No intention of filling the position at this time.
Create position C&Y	A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to create the position of C&Y Casework Assistant Coordinator, \$17.65/hr. for an internal hire; \$17.50/hr. for an external hire.
C. Beard – increase	A motion was made by Kera Hackett, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to approve an increase of \$1.50/hr. for Colten Beard, Veterans Service Officer, for receiving his accreditation from the Dept. of Veterans Affairs Office of General Council effective 7/31/26.
Create SRO positions – Sheriff Office	A motion was made by Kera Hackett, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to create three School Resource Officer positions in the Sheriff’ Office, \$21.75/hr. with benefits, effective 8/10/26. Positions are funded by the Southern Tioga School District. In the event funding is stopped, these positions will be eliminated.
On-call rate POSC	A motion was made by Kera Hackett, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to approve on-call rate for Plans of Safe Care - \$30.00/day stipend plus employee’s hourly wage when called out.

The meeting adjourned at 10:22 a.m.

Attest: _____ Janice Chamberlain, Chief Clerk	_____ Shane Nickerson
	_____ Sam VanLoon
	_____ Marc Rice
	_____ Kera Hackett