

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, Casey Zuchowski, Jen Cochran, Kera Hackett, Sandra Olson, Josh Zeyn, Kaye Aumick, Rachel Courtney, Marti Shabloski, Saira Olson, Joy Childs, Betsy Craig, Chris Perry, Cindy Alexander, Erin Stadler, Dan Styborksi, Bob Goodrich, Mike Spencer, Danni Logue, Ron Stephens, Tracy Gregory, Darrie Mase, and press representative Natalie Kennedy.

Pledge of Allegiance

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 December 9, 2025.

Resignations: For information, the following resignations/retirement has been received:
 T. Corwin Tyler Corwin, Sheriff's Office, effective 12/24/25
 G. Field Grace Field, Foster Care, effective 12/24/25
 J. Parsons Jonathan Parsons, Maintenance, effective 1/2/26
 A. VanWormer Duane Morgan, 911 Dispatcher, effective 12/19/25
 Retirement: D. Morgan Aryn VanWormer, DHS, effective 1/30/26

Hire C. Gross For information, hired Chelsea Gross, Secretary to the District Attorney, \$16.00/hr. with benefits, effective 1/12/26.

Transfer M. Hauber For information, transferred Megan Hauber from Domestic Relations to Judicial Line Staff in District Court 04-3-01, \$19.23/hr. effective 1/5/26.

Termination A. Lee For information, terminated Andrew Lee, Prothonotary & Clerk of Courts Office, effective 12/5/25.

Termination K. Wheeler 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 termination of Kimber Wheeler, Dept. of Emergency Services, effective 12/17/25.

Hire C. Morgan 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 Casey Morgan, Maintenance Worker 1, \$17.50/hr. with benefits, effective 1/12/26.

Transfer M. Holsomback 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 Marcia Holsomback from Caseworker 2 to Screener Caseworker, \$21.74/hr. effective 1/5/26.

Transfer M. Roio 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 transfer of Mackenzie Roio from part-time Corrections Officer, Tioga County Prison, to Caseworker 1, Family Services, \$18.80/hr. with benefits, effective 1/12/26.

Status change C. Hallisy 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 status change of Carman Hallisy to fully qualified part-time Telecommunicator, Dept. of Emergency Services, effective 12/14/15.

Amend County sick leave policy 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 amendment to County Sick Leave Policy 507:1: Employees who have accumulated 90 days in their sick bank and at the end of the year have not used all of the sick days earned for the year, will receive \$100 for each unused sick day.

Adopt Ordinance 2026-1 A motion was made by Sam VanLoon, seconded by Marc Rice and unanimously carried upon vote of three ayes and no nays to adopt Ordinance 2026-1: Subdivision and Land Development Ordinance of County of Tioga. A full copy is available in the Planning office.

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:

**2025 Community Development Block Grant – Competitive Application
 Resolution R-1-26**

Adopt Resolution R-1-26 A Resolution of the **Board of Commissioners of Tioga County**, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act [42 USC 5301 and 24 CFR Part 570], and further certifying compliance with the requirements of said program.

WHEREAS it is necessary and in the public interest that the **Board of Commissioners of Tioga County**, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the **Board of Commissioners of Tioga County** has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, the **Board of Commissioners of Tioga County**, have undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, the **Board of Commissioners of Tioga County**, are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

Eaton – UPS 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 proposal (with yearly auto-renewal) from Eaton for maintenance and labor/parts for UPS equipment at the Tioga County Courthouse, \$8,500/yr. Act 13.

Aspire – Duo 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 one-year proposal from Aspire for Duo Essential (multi-factor identification for all county employees) - \$5,355. Act 13. PCoRP funds will reimburse Act 13.

Use of parking lot A motion was made by Marc Rice, seconded by Sam VanLoon and unanimously carried upon vote of three ayes and no nays to approve use of the courthouse parking lot for the Mammoth Endurance Gravel Bicycle Ride on Saturday, May 2, 2026.

DHS – 16 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 16 agreements for the Dept. of Human Services. A listing is attached.

For information:

December 2025 expenses December 2025 Payroll & Benefits: \$1,429,857.13
December 2025 Accounts Payable: \$2,156,657.08

Public Comment –

Tracy Gregory – a church in Liberty Borough is at risk of falling onto neighboring property; current owner does not have insurance or funds to have building taken down. Asking County for financial assistance to have building demolished. Three quotes were provided (\$20,795.70; \$21,389; \$67,000). Board will consult with the Solicitor.

The meeting adjourned at 10:32 a.m.

Shane Nickerson

Attest: _____
Janice Chamberlain, Chief Clerk

Sam VanLoon

Marc Rice

The regular meeting of the Tioga County Salary Board was called to order this day at 10:32 a.m. with the following members present: Shane Nickerson, Sam VanLoon, Marc Rice, and Kera Hackett. Also present was Janice Chamberlain, Casey Zuchowski, Jen Cochran, Sandra Olson, Josh Zeyn, Kaye Aumick, Rachel Courtney, Marti Shabloski, Saira Olson, Joy Childs, Betsy Craig, Chris Perry, Cindy Alexander, Erin Stadler, Dan Styborksi, Bob Goodrich, Mike Spencer, Danni Logue, Ron Stephens, Tracy Gregory, Darrie Mase, and press representative Natalie Kennedy.

Minutes 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 minutes of December 9, 2025.

Title correction
E.Stadler A motion was made by Kera Hackett, seconded by Sam VanLoon and unanimously carried upon vote of four ayes and no nays to approve a correction to the January 5, 2026 Salary Board Organization meeting salary sheets. Erin Stadler's title change to Deputy Director, Voter Registration/Elections was not reflected on the sheets. Title change was effective 1/1/26.

C.Hallisy
Wage 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 additional \$2.00/hr. for Carman Hallisy, for completion of training and becoming a fully qualified part-time Telecommunicator, Dept. of Emergency Services, effective 12/14/25.

C.Beard
Wage increase A motion was made by Kera Hackett, seconded by Shane Nickerson and unanimously carried upon vote of four ayes and no nays to approve an additional \$1.00/hr. for Corryne Beard, Judicial Line Staff, for completion of training effective 12/30/25.

The meeting adjourned at 10:34 a.m.

Attest: _____
Janice Chamberlain, Chief Clerk

Shane Nickerson

Sam VanLoon

Marc Rice

Kera Hackett