

TIOGA COUNTY BOARD OF COMMISSIONERS
Agenda for November 18, 2025

- Pledge of Allegiance
- Public Comment – Agenda items only
- For information -
 - The draft of the 2026 Tioga County budget is on public display in the Commissioner's hall, as well as on the county website. The budget will be formally adopted at the December 9, 2025 meeting.
- Minutes of October 14, 2025
- Personnel items
- Appoint Farmer Director on the Tioga County Conservation District Board of Directors, for a four-year term beginning January 1, 2026.
- Appoint Public Director on the Tioga County Conservation District Board of Directors, for a four-year term, beginning January 1, 2026.
- Appointment of Sam VanLoon as County Commissioner Director on the Tioga County Conservation Board of Directors, for a one-year term, beginning January 1, 2026.
- Agreement with Zelenkofske Axelrod LLC for audit services to the County of Tioga for years ending December 31, 2025, 2026, 2027, and 2028. Fees: 2025 audit: \$65,535; 2026 audit: \$67,175; 2027 audit: \$68,850; 2028 audit: \$70,575.
- In accordance with the Pennsylvania Consolidated Assessment Law, the Tioga County Chief Assessor certifies the county/municipal tax base for tax year 2026 is valued at a total taxable value of \$3,839,328,080.
- Funding of \$500 for each of the 16 Tioga County fire departments to have CADlink, a necessary requirement to receive data from the 911 center. This requirement is a result of the PA State Fire Commissioner's Office replacing the current reporting system used by our local fire departments. The total cost to fund all 16 departments for the first year would be \$8,000. Consideration would be given to provide up to 50% of the second year's cost, after which the departments would assume full financial responsibility. Act 13.
- Payment of \$200,000 towards balance due of the Westfield Township Howland Hill bridge project. Act 13 Transportation Account. Funding will be reimbursed from FEMA.
- Nighthawk Software for the District Attorney's Office
- Northern Tier Solid Waste Authority – two agreements for dumpsters at Human Services; one 2-yard container, \$106/month; two 3-yard containers with bear proof lids, \$213/month each
- Hunter & Lomison, Inc – one-year preventative maintenance contract for generators at Human Services, Courthouse, Prison, Veterans Affairs, and Mansfield District Judge - \$4,743.56.
- Pitney Bowes – five-year postage machine renewal, \$1,318.62/quarter
- Delta Development Group – two-year agreement for project management, grant compliance, grant assistance, and submission of grant applications - \$6,000/month.
- Installment Land Sales Agreement between County of Tioga and J M Greenfield Real Estate LLC, for the property at 275 St. James Street (2 buildings) and 291 S. Academy Street (parking lot), Mansfield, PA. Total sale price \$1,300,000. Terms: \$100,000 upon execution of agreement; monthly installments over seven years of \$7,500; balloon payment July 2, 2033.

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- Agreement between Tioga County and AT&T for a capital contribution of \$300,000 towards the costs associated with the construction of the Dutch Hill Tower facility, as well as an additional \$25,000 for their presence in that tower, once completed. In addition, a rent abatement of \$2,500/month for a period of ten years.
- Adopt Resolution R-18-25: Filing of a Commonwealth Financing Authority Statewide Local Share Account Grant request for \$1,000,000 to be used for the Nelson Township Water Resources Upgrades project
- Adopt Resolution R-19-25: Filing of a Commonwealth Financing Authority Statewide Local Share Account Grant request for \$1,000,000 to be used for Phase 2 of the rehabilitation of the Wellsboro Borough Community Pool
- Grand Canyon Airport Authority loan discussion
- UTRRA (Upper Tioga River Regional Authority) loan discussion
- Tioga County Real Estate Tax Refunds: Linda Losinger, Blossburg Borough, \$91.23; William & Lynnore Hanth, Charleston Township, \$88.84; Carl & Carol Smith, Charleston Township, \$98.06; Michael Worden, Charleston Township, \$45.96; JRB Farms LP, Covington Township, \$7.34; Richard & Steven Anderson, Deerfield Township, \$368.68; Sherrisa Joy Martin, Delmar Township, \$63.60; Erick J & Dixie L Coolidge, Delmar Township, \$42.00; Outdoor Service LLC, Gaines Township, \$330.47; Family Hair Styling, Knoxville Borough, \$174.28; Tioga MHC LLC, Lawrence Township, \$124.14; Betty L May, Lawrence Township, \$85.76; Juston & Danielle Losey, Lawrenceville Borough, \$184.79; Ronald & Ellen Reed, Liberty Township, \$61.21; Joy Obrien, Middlebury Township, \$20.27; Jeffrey & Rhonda Stolfus, Morris Township, \$172.64; Leroy Frost, Richmond Township, \$38.75; Brent & Suzy Achey, Rutland Township, \$62.63; Thomas Putnam, Shippen Township, \$224.53; Heather Chapel & Troy Burkholder, Sullivan Township, \$57.98; Kevin & Debra Schrantz, Tioga Township, \$36.16; Brian Wilson, Tioga Township, \$517.13; Bryan E Fitch, Union Township \$47.54.
- Approve 16 agreements for the Dept. of Human Services. A listing is attached.
- For information: October 2025 Payroll & Benefits: \$ 1,400,810.77
 October 2025 Accounts Payable: \$ 3,491,506.08
- Public Comment
- The next meeting of the Tioga County Board of Commissioners is scheduled for December 9, 2025.
- Commissioner News

Adjourn

TIOGA COUNTY SALARY BOARD

- Comments
- Minutes of October 14, 2025
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- For information, create temporary part-time position of Office Manager/Civil Director, Sheriff's Office, \$20.39/hr., no benefits. Position will be established for 12 months.

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TIOGA COUNTY RETIREMENT FUND BOARD

- Comments
- Minutes of October 14, 2025
- C&N October 2025 management fee - \$ 20,287.00

For information of the Board:

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11/1/25	Clemens, Scott L.	Retired, Option Four A
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TIOGA COUNTY ELECTION BOARD

- Comments
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TIOGA COUNTY DEPARTMENT OF HUMAN SERVICES
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NOVEMBER 18, 2025

DHS CONTRACTS:

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16. 2025/26 Purchase of Service Agreement with Clear Vision Residential Treatment Services, Inc. for children and youth placement services on an as-needed basis. Funding Source: Office of Children, Youth, and Families.

TIOGA COUNTY BOARD OF COMMISSIONERS
Agenda for November 18, 2025

- Pledge of Allegiance
- Public Comment – Agenda items only
- For information -
 - The draft of the 2026 Tioga County budget is on public display in the Commissioner's hall, as well as on the county website. The budget will be formally adopted at the December 9, 2025 meeting.
- Minutes of October 14, 2025
- Personnel items
- Appoint Farmer Director on the Tioga County Conservation District Board of Directors, for a four-year term beginning January 1, 2026.
- Appoint Public Director on the Tioga County Conservation District Board of Directors, for a four-year term, beginning January 1, 2026.
- Appointment of Sam VanLoon as County Commissioner Director on the Tioga County Conservation Board of Directors, for a one-year term, beginning January 1, 2026.
- Agreement with Zelenkofske Axelrod LLC for audit services to the County of Tioga for years ending December 31, 2025, 2026, 2027, and 2028. Fees: 2025 audit: \$65,535; 2026 audit: \$67,175; 2027 audit: \$68,850; 2028 audit: \$70,575.
- In accordance with the Pennsylvania Consolidated Assessment Law, the Tioga County Chief Assessor certifies the county/municipal tax base for tax year 2026 is valued at a total taxable value of \$3,839,328,080.
- Funding of \$500 for each of the 16 Tioga County fire departments to have CADlink, a necessary requirement to receive data from the 911 center. This requirement is a result of the PA State Fire Commissioner's Office replacing the current reporting system used by our local fire departments. The total cost to fund all 16 departments for the first year would be \$8,000. Consideration would be given to provide up to 50% of the second year's cost, after which the departments would assume full financial responsibility. Act 13.
- Payment of \$200,000 towards balance due of the Westfield Township Howland Hill bridge project. Act 13 Transportation Account. Funding will be reimbursed from FEMA.
- Nighthawk Software for the District Attorney's Office
- Northern Tier Solid Waste Authority – two agreements for dumpsters at Human Services; one 2-yard container, \$106/month; two 3-yard containers with bear proof lids, \$213/month each
- Hunter & Lomison, Inc – one-year preventative maintenance contract for generators at Human Services, Courthouse, Prison, Veterans Affairs, and Mansfield District Judge - \$4,743.56.
- Pitney Bowes – five-year postage machine renewal, \$1,318.62/quarter
- Delta Development Group – two-year agreement for project management, grant compliance, grant assistance, and submission of grant applications - \$6,000/month.
- Installment Land Sales Agreement between County of Tioga and J M Greenfield Real Estate LLC, for the property at 275 St. James Street (2 buildings) and 291 S. Academy Street (parking lot), Mansfield, PA. Total sale price \$1,300,000. Terms: \$100,000 upon execution of agreement; monthly installments over seven years of \$7,500; balloon payment July 2, 2033.

Tioga County Board of Commissioners

November 18, 2025

Page 2

- Lease agreement with J M Greenfield Real Estate, LLC, for 22 apartments within Unit A, St. James, for the county's Bridge Housing program; 15-year lease, effective 1/1/2026; \$17,491/month.
- Agreement of Exchange for a .431-acre portion on Shumway Hill Road, Charleston Township, between Tioga County and the Commonwealth of Pennsylvania. The portion to be assumed by Tioga County will be used as an additional parking area for clients of the Veterans Affairs clinic.
- Agreement between Tioga County Commissioners and AFSCME for Prison Corrections Officers – 4-year agreement
- Agreement between Tioga County and AT&T for placement of a Cell on Wheels (COW) at the Dutch Hill Tower Facility at a fee of \$750/month; Term one-year, with extensions to be agreed upon on a monthly basis.
- Agreement between Tioga County and AT&T for a capital contribution of \$300,000 towards the costs associated with the construction of the Dutch Hill Tower facility, as well as an additional \$25,000 for their presence in that tower, once completed. In addition, a rent abatement of \$2,500/month for a period of ten years.
- Adopt Resolution R-18-25: Filing of a Commonwealth Financing Authority Statewide Local Share Account Grant request for \$1,000,000 to be used for the Nelson Township Water Resources Upgrades project
- Adopt Resolution R-19-25: Filing of a Commonwealth Financing Authority Statewide Local Share Account Grant request for \$1,000,000 to be used for Phase 2 of the rehabilitation of the Wellsboro Borough Community Pool
- Grand Canyon Airport Authority loan discussion
- UTRRA (Upper Tioga River Regional Authority) loan discussion
- Tioga County Real Estate Tax Refunds: Linda Losinger, Blossburg Borough, \$91.23; William & Lynnore Hanth, Charleston Township, \$88.84; Carl & Carol Smith, Charleston Township, \$98.06; Michael Worden, Charleston Township, \$45.96; JRB Farms LP, Covington Township, \$7.34; Richard & Steven Anderson, Deerfield Township, \$368.68; Sherrisa Joy Martin, Delmar Township, \$63.60; Erick J & Dixie L Coolidge, Delmar Township, \$42.00; Outdoor Service LLC, Gaines Township, \$330.47; Family Hair Styling, Knoxville Borough, \$174.28; Tioga MHC LLC, Lawrence Township, \$124.14; Betty L May, Lawrence Township, \$85.76; Juston & Danielle Losey, Lawrenceville Borough, \$184.79; Ronald & Ellen Reed, Liberty Township, \$61.21; Joy Obrien, Middlebury Township, \$20.27; Jeffrey & Rhonda Stolfus, Morris Township, \$172.64; Leroy Frost, Richmond Township, \$38.75; Brent & Suzy Achey, Rutland Township, \$62.63; Thomas Putnam, Shippen Township, \$224.53; Heather Chapel & Troy Burkholder, Sullivan Township, \$57.98; Kevin & Debra Schrantz, Tioga Township, \$36.16; Brian Wilson, Tioga Township, \$517.13; Bryan E Fitch, Union Township \$47.54.
- Approve 16 agreements for the Dept. of Human Services. A listing is attached.
- For information: October 2025 Payroll & Benefits: \$ 1,400,810.77
 October 2025 Accounts Payable: \$ 3,491,506.08
- Public Comment
- The next meeting of the Tioga County Board of Commissioners is scheduled for December 9, 2025.
- Commissioner News

Adjourn

TIOGA COUNTY SALARY BOARD

- Comments
- Minutes of October 14, 2025
- Change the Risk Manager position from 40 hrs./week to 32.5 hrs./week, effective 1/1/2026
- Reclassify Voter Registration Clerk position to full-time, \$16.00/hr. with benefits. This position will also assist other offices as needed.
- For information, create temporary part-time position of Office Manager/Civil Director, Sheriff's Office, \$20.39/hr., no benefits. Position will be established for 12 months.

Adjourn

TIOGA COUNTY RETIREMENT FUND BOARD

- Comments
- Minutes of October 14, 2025
- C&N October 2025 management fee - \$ 20,287.00

For information of the Board:

10/8/25	Mattison, Ruth	Death of Pensioner, Option One
11/1/25	Clemens, Nancy L.	Retired, Option Four A
11/1/25	Clemens, Scott L.	Retired, Option Four A
11/6/25	Johnson, Chester	Refund
11/10/25	Weiss, Jenavieve	Refund

Adjourn

TIOGA COUNTY ELECTION BOARD

- Comments
- Minutes of October 14, 2025

Adjourn

TIOGA COUNTY DEPARTMENT OF HUMAN SERVICES
COMMISSIONERS' MEETING
NOVEMBER 18, 2025

DHS CONTRACTS:

1. 2025/26 Purchase of Service Agreement with Community Specialists Corporation for children and youth placement services on an as-needed basis. Funding Source: Office of Children and Youth
2. 2025/26 Drug and Alcohol Agreement with Gaudenzia, Inc. for the provision of drug and alcohol inpatient services to eligible Tioga County residents, on an as-needed basis. Funding Source: Department of Drug and Alcohol Programs.
3. 2025/26 Purchase of Service Agreement with CHOR Youth and Family Services for children and youth placement services on an as-needed basis. Funding Source: Office of Children and Youth.
4. 2025/26 Purchase of Service Agreement with Concern for children and youth placement services on an as-needed basis. Funding Source: Office of Children and Youth.
5. 2025 Extension Agreement with Firetree, Ltd. for the provision of drug and alcohol inpatient services to eligible Tioga County residents, on an as-needed basis.
6. 2025/26 Letter of Agreement with the Northern Tioga School District for the provision of Drug and Alcohol Student Assistance Program(SAP) services. Funding Source: Department of Drug and Alcohol.
7. 2025/26 Purchase of Service Agreement with Crossroads Counseling, Inc. for the provision of base-funded mental health outpatient services to authorized Tioga County consumers. Funding Source: Human Services Block Grant- Mental Health, Contract Maximum: \$22,470.00.
8. 2025/26 Program-Funded Purchase of Service Agreement with Crossroads Counseling, Inc. for the provision of base-funded forensic services to Tioga County consumers. Funding Source: Human Services Block Grant- Mental Health, Contract Maximum: \$79,572.00.
9. 2025/26 Purchase of Service Agreement with Concern for the provision of children and youth funded, mental health services provided to authorized Tioga County consumers. Funding Source: Office of Children and Youth, Contract Maximum: \$18,500.00.
10. 2025/26 Human Services and Supports Purchase of Service Agreement with Concern for the provision of court ordered specialized services. Services include psychological evaluations-intake only, individual therapy and comprehensive diagnostic assessments. Funding Source: Human Services and Supports Program, Contract Maximum: \$17,650.00.
11. 2025/26 Purchase of Service Agreement with Concern for the provision of psychiatric retainer services. Funding Source: Human Services Block Grant- Mental Health, Contract Maximum: \$50,000.00.
12. 2025/26 Purchase of Service Agreement with Concern for the provision of psychiatric health facility/crisis mental health services to Tioga County residents. Funding Source: Human Services Block Grant- Mental Health, Contract Maximum: \$23,314.00.
13. 2025/26 Independent Contractor Agreement between the County of Tioga and Sarah Tice for the provision of base-funded early intervention physical therapy services to eligible Tioga County residents. Funding Source: Human Services Block Grant- Early Intervention, Contract Maximum: \$14,400.00.
14. 2025/26 Purchase of Service Agreement with Concern for the provision of mental health outpatient and family-based services to eligible Tioga County residents. Funding source: Human Services Block Grant- Mental Health, Contract Maximum: \$667.00.
15. 2025 Resource Family/Respite Agreement with Riley and Rachel Collins for the provision of resource family/respite services. Funding Source: Office of Children and Youth.
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