

COUNTY of UNION
PENNSYLVANIA

BOARD MEMBERS
Preston R. Boop, Chairman
Jeffrey P. Reber, Vice-Chairman
Stacy A. Richards, Secretary

CHIEF CLERK-ADMINISTRATOR
Susan A. Greene

April 21, 2026

Commissioner Board Meeting Minutes

The Union County Board of Commissioners held a regularly scheduled meeting on Tuesday, April 21, 2026, in person and online via Zoom webinar. The meeting was called to order at 2:00 pm.

BOARD MEMBERS:	Commissioner Preston Boop, Chairman, Commissioner Jeff Reber, Vice-Chairman, Commissioner Stacy Richards, Secretary
ABSENT:	
GUESTS:	Jeff McClintock, Finance Director, Diane Reigle, Treasurer, Scott Hahn, Sheriff, Ryan Boatman, Warden, Vincent DiFonzo, The Standard Journal, Justin Strawser, The Daily Item
STAFF:	Stephanie Werner, Executive Administrative Assistant

ACTION MINUTES

A. MINUTES

Motion by Commissioner Richards, second by Commissioner Reber, to approve the April 7, 2026, Commissioner Board Meeting minutes. Motion carried, and all members voted yes.

B. GENERAL DISCUSSION

2:15 Union County Prison Board

2:20 Union County Salary Board

C. PUBLIC COMMENT

There was no public comment.



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D. NEW BUSINESS

1. Motion by Commissioner Reber, second by Commissioner Richards, to approve payables ending in the weeks of April 10, 2026, in the amount of $196,455.77, and April 17, 2026, in the amount of $220,781.27. Motion carried, and all members voted yes.

2. Motion by Commissioner Richards, second by Commissioner Reber, to approve Resolution Number 8 of 2026, Designating the Week of May 3-9, 2026 as "Corrections Employees Week." Motion carried, and all members voted yes.

3. Motion by Commissioner Reber, second by Commissioner Richards, to approve the PComp Safety Improvement Program Grant requests as listed below:

   - Corrections, (10) Body Cameras for Correction Officers – $6,480.00
   - Maintenance, Employee Back Brace – $22.79
   - Corrections, (2) Radios – $1,696.00
   - Corrections, Disinfecting Spray, Glove Stix, Glove Stix Refill – $114.75
   - Corrections, E-Band, Arm Restraints – $1,595.00
   - Sheriff Department, Body Armor for Chief Deputy – $2,039.96
   - Sheriff Department, Replacement Body Armor for Deputy JH – $2,039.96
   - Sheriff Department, Replace (2) Outdated Tasers – $6,815.30

   Motion carried, and all members voted yes.

4. Motion by Commissioner Richards, second by Commissioner Reber, to approve the Pennsylvania Counties Risk Pool (PCoRP) Loss Prevention Grant requests as listed below:

   - Children & Youth Services, Service Call for Camera Recording System – $899.78
   - Security, Underground Cable to Stationary Parking Lot Camera – $179.33
   - Government Center, (2) "No Outlet" Signs – $501.83
   - Security, (50) FOB's and (25) Key Cards – $687.50
   - Union County Courthouse, Fire Alarm System Updates – $10,664.68
   - Security, Jail Entrance – $3,341.00
   - Mifflinburg Building, Smoke Detectors – $5,227.00

   Motion carried, and all members voted yes.

5. Motion by Commissioner Reber, second by Commissioner Richards, to approve the Service Agreement between Hoffman Homes and Union County, on behalf of Children and Youth Services, for FY 2025/2026, at no cost to the County. Motion carried, and all members voted yes.

Public Comment: Advance verbal, written, or electronic requests must be received prior to the start of the meeting. Please notify the Executive Administrative Assistant at swerner@unionco.org or 570-524-3894, if you wish to make a public comment.

6. Motion by Commissioner Richards, second by Commissioner Reber, to accept, with regret, the Letter of Retirement from Teresa Gill, Chief Deputy Treasurer, effective June 30, 2026. Motion carried, and all members voted yes.

7. Motion by Commissioner Reber, second by Commissioner Richards, to approve the Application for Burial Expenses of a Deceased Service Person for Harold Hollenbach Jr. Motion carried, and all members voted yes.

8. Motion by Commissioner Richards, second by Commissioner Reber, to approve the Elevator Maintenance Agreement between Port Elevator Inc., and Union County, for the Mifflinburg Government Building, in the amount of $475.00, per quarter, effective May 1, 2026, through April 30, 2028, per Solicitor's review. Motion carried, and all members voted yes.

9. Motion by Commissioner Reber, second by Commissioner Richards, to accept, with regret, the Letter of Resignation from Kirsten Minier, Field Assessor, effective April 24, 2026. Motion carried, and all members voted yes.

10. Motion by Commissioner Richards, second by Commissioner Reber, to approve the Purchase of Service Agreement between Geisinger Clinic and Union County, on behalf of Children and Youth Services, in the amount of $130.00, per forensic interview, effective July 1, 2026 through June 30, 2027. Motion carried, and all members voted yes.

11. Motion by Commissioner Reber, second by Commissioner Boop, to approve the Memorandum of Understanding between Penn State Extension and Union County, as presented, effective January 1, 2026, through December 31, 2028. Motion carried by a majority vote.

12. Motion by Commissioner Richards, second by Commissioner Reber, to approve authorizing The Pennsylvania County Health Insurance Purchasing Cooperative (PCHIP), on behalf of Union County, to keep the Claim Surplus Funds, for the 2025 plan year, in the amount of $225,773.00, into the Union County PCHIP Cooperative Reserve Account. Motion carried, and all members voted yes.

13. Motion by Commissioner Reber, second by Commissioner Richards, to approve Amendment #1 to the Michael Baker International, Inc. Agreement, effective April 9, 2026, through June 30, 2026. Motion carried, and all members voted yes.

14. Motion by Commissioner Richards, second by Commissioner Reber, to add an agenda item. Motion carried, and all members voted yes.

15. Motion by Commissioner Reber, second by Commissioner Richards, to approve to the vehicle purchase of a 2026 Ford Ranger Avalanche from Sunbury Motors, in the amount of $47,800.00.

Public Comment: Advance verbal, written, or electronic requests must be received prior to the start of the meeting. Please notify the Executive Administrative Assistant at swerner@unionco.org or 570-524-3894, if you wish to make a public comment.

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The purchase is fully funded by the Department of Environmental Protection (DEP). Sunbury Motors is an approved CoStar dealer. Motion carried, and all members voted yes.

E. OPEN FORUM

Members of the press inquired about items 3, 12, and 13.

Ryan Boatman, Warden, Commissioner Boop, and Commissioner Reber commended the staff of the Union County Jail and recognized "Corrections Employees Week."

F. EXECUTIVE SESSION

There was no Executive Session.

G. ADJOURNMENT

Commissioner Boop recessed the regularly scheduled meeting to hold the Prison Board meeting at 2:18 pm and adjourned at 2:19 pm. Commissioner Boop moved into the Salary Board at 2:20, and adjourned at 2:21 pm. The regularly scheduled Commissioner Board meeting reconvened and Commissioner Boop declared the meeting adjourned at 2:27 pm.

Union County Commissioner Board

Stephanie Werner
Executive Administrative Assistant