

Commissioners  
SCOTT L. METZGER  
*Chairman*  
MARC C. SORTMAN  
*Vice Chairman*  
MARK MUSSINA  
*Secretary*

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CHRISTOPHER H. KENYON  
*Solicitor*



COUNTY OF LYCOMING

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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, OCTOBER 2, 2025  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, Shannon Barnes, Director of Management & Operations, Solicitor Christopher H. Kenyon.**

**1.0 OPERATIONS**

- 1.1 Opening Prayer
- 1.2 Pledge of Allegiance
- 1.3 Convene Commissioners' Public Meeting
- 1.4 Approve the Minutes of the Previous Meeting

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**None**

1.6 Proclamation – Domestic Violence- Amber Morningstar Comments Attached  
**Commissioner Metzger spoke about his experiences with Domestic Violence offenders and their victims when he worked in Probation. He described an example of emotional abuse. Commissioner Metzger urged all to let those experiencing any type of abuse know that there is hope and help. They are not at fault. Commissioner Metzger commended the jobs that Amber and her staff do every day and what a difference it makes in people's lives. He thanked them for all that they do.**

Commissioner Sortman thanked Amber and her staff and praised their work. He spoke about the embarrassment victims of domestic violence often feel, referencing the experiences of a personal friend and how she was helped by Wise Options. Commissioner Sortman emphasized the importance of people learning that it's not an embarrassment and not something they did wrong. He is hopeful proclamations such as this helps to spread this message. Commissioner Sortman also pointed out that Judges need to support the victims and remember that Domestic Violence is real.

Commissioner Mussina pointed out that one of the issues with Domestic Violence is that treatment and responses are reactionary. He supports having this issue addressed in schools to help break the cycle pointing out that if a child is living in a home that is experiencing domestic violence/abuse who is going to teach those children that it is wrong. By teaching the children there is a better chance of ending the cycle of abuse in a family. There is a need to do more preventative measures than reactionary fixes.

**Amber touched on the Preventive services the agency is engaged in and the obstacles to providing preventive services such as funding.**

**Shantay Hall – Prevention Educator and Medical Advocate for Wise Options spoke. She expanded on the preventive services the agency is engaged in, especially with the youth. She talked about the different aspects of abuse that she highlights with the youth.**

**Commissioner Metzger named some aspects of healthy relationships and the impacts these have on a person's self-esteem. He also pointed out the impacts of control and negativity on a person's self-esteem and urged anyone who is not in a healthy relationship to reach out for help.**

## **2.0 REPORTS**

2.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for Phare Buyout to be paid on 9/25/25 in the amount of \$133,694.52.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

2.2 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 10/8/25 to be paid on 10/1/25 in the amount of \$501,187.00

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

## **3.0 INFORMATION ITEMS**

3.1 Michael Hagen - Elected Officials Personnel Actions:

- District Attorney – Lindsay Collins, Paralegal, 7, Full-Time, \$20.200937 per Hour, 75 Hours per Pay Period, Anticipated Transfer Date: October 6, 2025.
- Prothonotary – Kabrina Jones, Civil Processing Clerk, 5, Full-Time, \$17.64 per Hour, 75 Hours per Pay Period, Anticipated Transfer Date: September 28, 2025.

## **4.0 PERSONNEL ACTIONS**

4.1 Mike Hagen – Approve the following Personnel Actions as conditional offers of employment, subject to the successful completion of a background check and all other employment conditions as outlined in Attachment (A).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

*Recess Commissioners' Public Meeting for the Board of Assessment Revisions*

## **5.0 BOARD OF ASSESSMENT REVISIONS**

5.1 Convene Board of Assessment Revisions.

5.2 Brooke Wright – Approve/Deny the following real estate exemptions as outlined in Attachment B.

Plunketts Creek Township:

**Mr. Mussina moved to approve the exemption. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

Muncy Public Library:

**Mr. Mussina moved to approve the exemption. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

Faith Wesleyan Church: – deny

**Mr. Mussina moved to deny the exemption. Mr. Sortman 2<sup>nd</sup> the motion. Denied 3-0**

5.3 Adjourn Board of Assessment Revisions.

*Reconvene Commissioners' Public Meeting*

**6.0 ACTION ITEMS**

6.1 Jeffrey Hutchins – Vote to approve the Agreement with Penn Core Consulting in the amount of \$10,500.00 (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.2 Shannon Barnes for Samuel Miller- – Vote to approve the Event Contract with Penn College for the Lithium Ion Battery Class in the amount of \$2,525.10. (not a 2025 Budgeted item, funded by LEPC)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.3 Sergeant Matt Kula for Sheriff Mark Lusk - Vote to approve the Agreement with Axon Enterprises in the amount of \$33,186.24 per year. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.4 Nancy Schenck – Vote to approve the Agreement with Adelphoi Village (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.5 Nancy Schenck– Vote to approve the Agreement with Cornell Abraxas Group, LLC in the amount of \$12,000.00 (2025 approved budgeted item - Cost covered by ACT 148 monies)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.6 Nancy Schenck – Vote to approve the Agreement with Perseus House. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.7 Mya Toon - Vote to approve the Intergovernmental Agreement between the DRO and Sheriff's Office for Security.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.8 Mya Toon– Vote to approve the Intergovernmental Agreement between the DRO and Sheriff's Office for Service.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.9 Mya Toon– Vote to approve the Agreement with PharmChem, Inc. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.10 Forrest Lehman – Vote to approve reimbursement to Montoursville Borough in the amount of \$13,250.00 for accessibility improvements per approved contract. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Forrest informed all that mail in ballots will start to be mailed out tomorrow and will continue through next week. Those who have applied for a mail in ballot will only get one ballot. The mailings will be marked from Lycoming County Board of Elections. Outside organizations often send out materials that can be confused with the mail in ballot applications. Always check the address that the mail came from. We only send out applications if they have been requested.**

6.11 Maleick Fleming– Vote to approve the Amendment to the Five County Municipal Solid Waste Management Plan MOU. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.12 Maleick Fleming - Vote to approve the 2024/2025 PA. Housing Affordability Enhancement Condition Award Letter with the PA Housing Finance Agency in the amount of \$925,000.00. (2025 approved budgeted item – PHARE Grant Funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.13 Kate Kiessling - Vote to approve the Agreement with Supply Source in the amount of \$63,071.57. (2025 approved budgeted item)

**Discussion was held on the cost and funding for the furniture for the Coroners building.**

**Mr. Mussina moved to table this item. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.14 Kate Kiessling – Vote to approve the Amendment to the Agreement with MOPEC in the amount of \$1,815.50. (2025 approved budgeted item – LSA Grant funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.15 Leslie Kilpatrick – Vote to approve the purchase from Marco in the amount of \$2,862.00. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.16 Leslie Kilpatrick -Vote to approve the purchase from E-Plus in the amount of \$2,690.29. \$2,690.19 (2025 approved budgeted item)

Leslie noted that the price is \$2,690.19

**Mr. Mussina moved to approve with corrected price. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.17 Leslie Kilpatrick – Vote to approve the purchase of an equipment rack from Marco in the amount of \$2,069.00. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.18 Leslie Kilpatrick – Vote to approve the two-year renewal contract with Quincy Technology Solutions in the amount of \$6,621.00 per year. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

## **7.0 COMMISSIONER COMMENT**

**Mark Mussina commented on the practice of looking at the cost of everything being purchased as best practice.**

## **8.0 GENERAL PUBLIC COMMENT**

Speakers who wish to address the Board of Commissioners will be limited for no more than three (3) minutes on any particular item. The speaker must state his/her name and address for the record. Any deviation from this rule must be approved by the Board Chairman.

### **YOU TUBE PUBLIC COMMENT**

**c**

carithe speaker needs to come to the podium so we can hear her comments

**c**

carithe speaker needs to come to the podium so we can hear her comments

**T**

Thomas Adamsgreat anxiety and causes snowballing effects in society, especially the lives of our children! From the pettyest of crimes the penalties are too lenient. We now have auto theft in the county, with no

**T**

Thomas Adams

#1

the soft on crime approach does not work. repeat offenders are not getting the message. I think, we must pressure our state representatives to look again at sentencing guidelines. I know this was done

**T**

Thomas Adams

#1

in January of 2024, but it doesn't seem to be very appropriate. I think, this model is a cause for a lot of emotional and psychological problems with our youth, and many others, as well. Thank-you for

Thomas Adams

#1

your work and dedication to maintaining respect and decency in Lycoming County! May God Bless America, and May God Bless Lycoming County!

Harper Will TryPlease consider my following comments as part of the public comment on non-agenda items. Studies have consistently shown harsher punishments do little to reduce recidivism.

Harper Will Try

#1

The most effective approach to reducing recidivism involves a combination of strategies that promote rehabilitation and provide comprehensive support for returning citizens, including...



Harper Will Try

#1

educational and vocational training, stable employment, substance abuse treatment, and strengthening family and community ties (let alone access to healthcare — mental, dental, and otherwise).

Lastly, spending \$500 for an ergonomic and quality task chair (providing it's being sat in >3hrs/workday) is \*not\* an exorbitant or excessive price to pay.

#### **9.0    NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, October 9th, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701

*To View This Meeting and For More Detailed Information Click on The Link Below:*

[https://www.youtube.com/watch?v=5DrpuUFPk\\_0](https://www.youtube.com/watch?v=5DrpuUFPk_0)

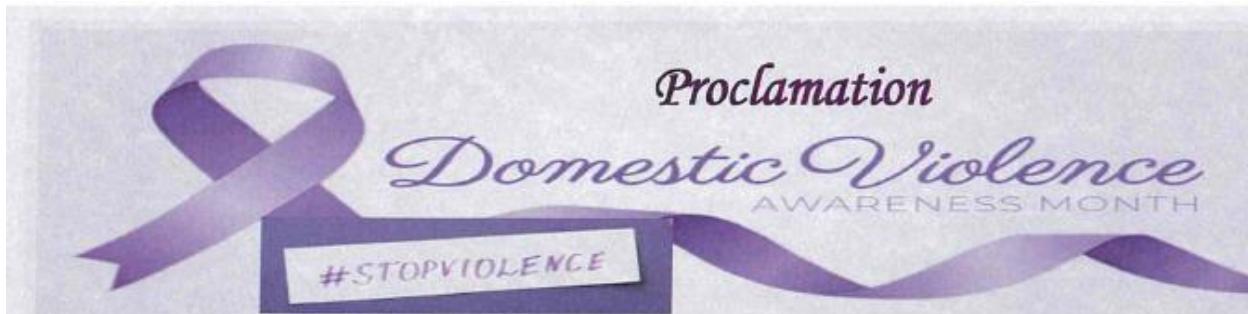
**ATTACHMENT (A)**

**PERSONNEL ACTIONS:**

Prison – James Mitchley, Morning Driver, Union, Part-Time, \$19.20 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: October 6, 2025.

**ATTACHMENT B**

<b>2025 EXEMPTION REQUESTS</b>					
<u>PARCEL</u>	<u>NAME</u>	<u>SITE LOCATION</u>	<u>REASON FOR EXEMPTION</u>	<u>ASSESSED VALUE</u>	<u>LOSS IN TAXES</u>
48-253.1-153	Plunketts Creek Twp	Dunwoody Rd	Mausoleum	30,700	199.55
38-002-107	Muncy Public Library	108 S Main St	Library	162,000	-
60-348-235.A	Faith Wesleyan Church	773 Daughertys Run Rd	2 houses	115,310	749.52
			Total loss in county taxes		949.07



Whereas, in 1989, October was first declared as National Domestic Violence Awareness and Prevention Month, a time to acknowledge domestic violence survivors, show gratitude for those who support, protect, and advocate for victims, and be a voice for those we have lost; and

Whereas, during Domestic Violence Awareness Month, victim advocates, allied professionals, survivors of abuse, their loved ones, and communities come together to mourn the lives lost to domestic violence, celebrate the progress made to end this epidemic, and connect with others working to create change so every person can live in safety with dignity and respect; and

Whereas, domestic violence affects people of every age, sex, race, religion, and income level, with devastating consequences for children, schools, workplaces, and families for generations, and with too many victims suffering in silence, afraid to seek help; and

Whereas, domestic violence encompasses many forms of abuse—physical, emotional, psychological, sexual, and economic—along with coercive control such as stalking, use of firearms, and harm to pets, all of which cause long-term trauma and inflict substantial economic costs, estimated in the United States to range from \$6 billion to \$13 billion annually, with some communities bearing even higher burdens; and

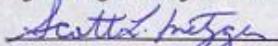
Whereas, in Pennsylvania, more than 90,000 people each year turn to local domestic violence programs for help, 104 Pennsylvanians lost their lives to domestic violence in 2024 alone, and more than 1,500 lives have been lost over the past decade; and

Whereas, prevention and early intervention can break cycles of violence, while healthy, respectful, nonviolent relationships and strong community support offer safety and hope; and

Whereas, Wise Options at the YWCA Northcentral PA is dedicated to providing advocacy, services, resources, and education to those experiencing domestic violence, and to raising awareness through community training and outreach.

Now, Therefore, Be It Resolved, that we, the Commissioners of Lycoming County, proclaim the month of October 2025 as Domestic Violence Awareness Month and urge all citizens, schools, businesses, and community agencies to support this year's national campaign, "With Survivors, Always", stand with survivors, honor those we have lost, and work together to end domestic violence in our community.

Lycoming County Commissioners

Scott L. Metzger

Scott L. Metzger, Chairman

Marc C. Sortman

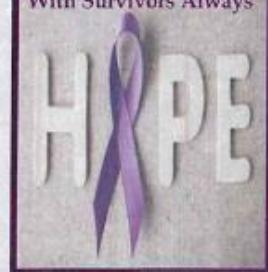
Marc C. Sortman, Vice-Chairman

Mark Mussina

Mark Mussina, Secretary



With Survivors Always



Amber Morningstar- Comments

Good morning, Commissioners, and thank you for proclaiming October as **Domestic Violence Awareness Month**.

Domestic violence is not hidden behind closed doors — it's happening in our neighborhoods, our workplaces, our schools, our churches. Every minute in America, **20 people** are abused by an intimate partner. That's more than **10 million lives broken every year**. Here in Pennsylvania, we lost **119 lives just last year**, most taken by firearms. *One hundred and nineteen seats at dinner tables now forever empty.*

At the YWCA Northcentral PA, we see this crisis up close. In the past year, we provided **life-saving support to more than 1,700 individuals**. Our shelter gave **thousands of nights of safety** to survivors and their children. Our hotline rang **over 1,500 times**, each call a cry for help. We walked beside survivors through **hundreds of court hearings**, and through our housing programs, we invested **\$160,000 to help 50 families rebuild their lives** after violence. But these aren't just numbers. They're names. They're faces.

I'll never forget one mother who arrived at our shelter in the dead of night with her three children. They had nothing but the clothes on their backs. She told us: "*I don't care if I lose everything. I just need my kids to sleep without fear.*" That night, because of this community, our doors were open. Today, she has a safe home, a steady job, and children who can laugh again. That is what this fight is about.

And this fight takes all of us. To the **Sheriff's Office** — thank you for your courage in serving PFAs, knowing each one may be among the most dangerous situations law enforcement faces. To our **judges and the court system** — thank you for giving survivors protection, justice, and hope. To our **community partners** — schools, healthcare, law enforcement, service agencies, and donors — you are the safety net that makes survival possible.

And now, I ask my YWCA staff to stand. These are the people who answer the phone at 2 a.m., who sit in court when a survivor feels alone, who open the door when someone arrives carrying nothing but fear. They are the heartbeat of this mission.

This proclamation is more than words on paper. It is a promise. A promise that survivors are not invisible. A promise that this community stands with them. And a promise that we will not stop until every home is a safe home.

On behalf of the YWCA and the survivors we serve — thank you.

Amber