

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

CHRISTOPHER H. KENYON
Solicitor



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JANUARY 8, 2026
10:00 A.M.**

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
- 1.5 Public Comment on Agenda Items Only

2.0 AWARDS

- 2.1 Gary Staggert – JWD -TOA awards

3.0 INFORMATION ITEMS

- 3.1 Mya Toon – After thorough review the County is rejecting all bids for PHC Janitorial Services.
- 3.2 Michael Hagen - Elected Officials Personnel Actions:
 - *Treasurer* – Norma Pettinger, Deputy, 8, Full-time, \$43,020.02133 Annually, 75 Hours per Pay Period, Effective Date: January 4, 2026.
 - *Treasurer* – Robin Kaiser, Clerk IV, 5, Full-Time, \$19.18956 per Hour, 75 Hours per Pay Period, Effective Date: January 4, 2026.

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).

5.0 ACTION ITEM

- 5.1 Nicki Gottschall– Vote to approve the 2026 Actuarially Determined Employer Contribution (ADEC) to the Employees' Retirement fund in the amount of \$790,000.00. (2026 approved budgeted item)
- 5.2 Kate Kiessling– Vote to approve the Agreement with Forensic Pathology Associates/Health Network Laboratories. (2026 approved budgeted item)

- 5.3 Mya Toon – Vote to approve the Agreement with National Medical Services, Inc in the amount of \$250,000.00. (2026 approved budgeted item)
- 5.4 Mya Toon– Vote to approve the Amendment to the Agreement with GEO Reentry Services, LLC. (2026 approved budgeted item)
- 5.5 Mya Toon – Vote to approve the Subrecipient Monitoring Agreement with Lycoming County United Way of North Central PA in the amount of \$195,505.00. (2025 approved budgeted item)
- 5.6 Mya Toon- Vote to approve the Subrecipient Monitoring Agreement with Lycoming County Children and Youth Services. (2026 approved budgeted item)
- 5.7 Mya Toon - Vote to approve the 9-1-1 Statewide Interconnectivity Grant award in the amount of \$45,441.23. (2026 approved budgeted item)
- 5.8 Mya Toon-Vote to approve the Business Rental Preferred Rate Agreement with Penrac, LLC. (2026 approved budgeted item)
- 5.9 Mya Toon -Vote to approve the Hazardous Material Response Fund grant award in the amount of \$15,828.00. (2026 approved budgeted item)
- 5.10 Heather George– Vote to approve the Amendment to the Agreement with Dawn Sweeley. (2026 approved budgeted item)
- 5.11 Emily Mrochko – Vote to approve the Liquid Fuels Grant Award for Watson Township Fillman Road Project in the amount of \$23,000.00. (2025 approved liquid fuels fund)
- 5.12 Leslie Kilpatrick – Vote to approve the Agreement with Pierson Computing Connection in the amount of \$54,000.00. (2026 approved budgeted item)
- 5.13 Leslie Kilpatrick – Vote to approve the Change Order with Melillo Consulting. (2026 approved budgeted item)
- 5.14 Leslie Kilpatrick – Vote to approve the Software Support renewal with Advantage Software in the amount of \$4,794.00. (2026 approved budgeted item)
- 5.15 Leslie Kilpatrick– Vote to approve the software renewal with Datapilot in the amount of \$2,985.00 for 3 years. (2026 approved budgeted item)
- 5.16 Cameron Boyer – Vote to approve the Agreement with Guardian Protection in the amount of \$31,983.79 for installation and \$340.65 monthly service agreement for the Route 405 Access System. (2026 approved budgeted item)

5.17 Cameron Boyer– Vote to approve the Agreement with Guardian Protection in the amount of \$4,577.74 for installation and \$89.88 monthly service agreement for the Treasurer and Voters Offices. (2026 approved budgeted item)

5.18 Cameron Boyer – Vote to approve the Agreement with Icon Fire solutions, LLC. (2026 approved budgeted item)

5.19 Cameron Boyer – Vote to approve the Amendment to the Agreement with Pied Piper Pest control in the amount of \$89.00 monthly. (2026 approved budgeted item)

5.20 Cameron Boyer – Vote to approve the Agreement with Hillis Carnes Engineering Associates in the amount of \$12,215.00. (2026 approved budgeted item)

5.21 Shannon Barnes – Vote to approve the correction of an administrative error appointing Nicolas Ring to the Lycoming County Water & Sewer Authority for a five-year term effective dates 1/1/2026 through 12/31/2030, corrected to 1/1/2026 to 12/31/2028 to fulfill a current term vacancy.

5.22 Shannon Barnes – Vote to approve the Appointment and Reappointment of the following individuals to the Lycoming County Authority for five-year terms effective 1/1/2026 to 12/31/2030:

- Reappoint Jennifer Wilson
- Appoint Bruce Smithgall

6.0 COMMISSIONER COMMENT

7.0 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.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 15, 2026, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.

ATTACHMENT (A)

PERSONNEL ACTIONS:

Prison – Susan Satteson, Personnel Assistant, 5, Part-Time, \$17.7975 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 20, 2026.

Public Safety / Communications Center – Shirley Hamm, Administrative Specialist, 6, Part-Time, \$27.021432 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: January 5, 2026.

Public Safety / EMA – Christopher Smith, EMA Manager, 10, Full-Time, \$53,391.00 Annually, 75 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety – Dustin Williams, CAD Training Coordinator/Telecommunicator II & Acting Director of Public Safety, 9, Full-Time, \$28.692411 per Hour, 80 Hours per Pay Period, Effective Date: January 4, 2026.