

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



COUNTY OF LYCOMING  
48 West Third Street  
Williamsport Pennsylvania 17701  
Telephone (570) 320-2124  
Fax (570) 320-2127

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CHRISTOPHER H. KENYON  
*Solicitor*

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[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

**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, 3<sup>rd</sup> 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.