

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



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, JANUARY 8, 2026
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 2nd the motion. Approved 3-0

- 1.5 Public Comment on Agenda Items Only

None

2.0 AWARDS

- 2.1 Gary Staggert – JWD -TOA awards

The following employees from RMS were recognized: Daniel Desanto, Tyrell Drick, Earnest Landon, Jared Engel, Eric Eveland, Gavin Fegley, Aron Harmon, Donald Hassenplug, Brian Hillis, Douglas Leonard, Terry Moser and Brian Mull

Commissioner Metzger thanked the employees for going above and beyond their job duties as well as for all they did at great risk to themselves. He explained that the awards are only given to employees that go above and beyond their job duties. He pointed out that they could have waited for the first responders to arrive, but they didn't. He expressed his appreciation for their quick response, actions and exceptional performance.

Commissioner Sortman thanked the employees and acknowledged the potential loss if they had not taken the action they did. He also thanked the local fire company that responded to the incident.

Commissioner Mussina commented that it is refreshing to know that there are still members of the community that jump into help whatever the situation. He expressed his gratitude to the employees for their actions.

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).

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.2 Kate Kiessling– Vote to approve the Agreement with Forensic Pathology Associates/Health Network Laboratories. (2026 approved budgeted item)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.4 Mya Toon– Vote to approve the Amendment to the Agreement with GEO Reentry Services, LLC. (2026 approved budgeted item)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.6 Mya Toon- Vote to approve the Subrecipient Monitoring Agreement with Lycoming County Children and Youth Services. (2026 approved budgeted item)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.8 Mya Toon-Vote to approve the Business Rental Preferred Rate Agreement with Penrac, LLC. (2026 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.10 Heather George– Vote to approve the Amendment to the Agreement with Dawn Sweeley. (2026 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.12 Leslie Kilpatrick – Vote to approve the Agreement with Pierson Computing Connection in the amount of \$54,000.00. (2026 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.13 Leslie Kilpatrick – Vote to approve the Change Order with Melillo Consulting. (2026 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 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)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.18 Cameron Boyer – Vote to approve the Agreement with Icon Fire solutions, LLC. (2026 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 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

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.0 COMMISSIONER COMMENT

Commissioner Sortman commented on the difficult decisions that the Commissioners made during 2025 and the benefits of these decisions for the financial future of the County. He thanked everyone for the jobs they did to save money and move the County into a better financial position. He is looking forward to 2026, a new direction for the County and to see how the changes they made make a positive impact for the taxpayers.

Commissioner Mussina echoed Commissioner Sortman’s comments. He also talked about the programs that Judge Butts had started and overseen such as GEO Reentry, Drug Court and Veteran’s Court. He assured all that these programs are being reviewed but not terminated. He also talked about the positive feedback that has been received from the taxpayers and public.

Commissioner Metzger commented about the difficult decisions they had to make to work toward a balanced budget and the importance of teamwork to do this, He thanked all that worked together as a team to make the needed cuts to the budget.

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.

John Bower, Loyalsock Township – Mr. Bower told the Commissioners that they are doing a good job in his opinion and commented on people being upset with their decisions.

YOU TUBE PUBLIC COMMENT

@leelaubscher6458

#1

Great job guys at the landfill. Glad to see you guys receive recognition for your selfless service.

@BlairSteward17

#1

Good morning Lycoming County, thank you to our local government officials that keep us all rolling

BlairSteward17

#1

Good morning Lycoming County, thank you to our local government officials that keep us all rolling

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.

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

<https://www.youtube.com/watch?v=MFU3C4-b3oo>

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.