

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 15, 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 REPORTS

- 2.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 1/21/26 to be paid on 1/14/26 in the amount of \$2,917,730.79.

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

- 2.2 Nicki Gottschall - Vote to ratify the credit card cash requirement report of purchases from 12/01/25 through 12/25/25 in the amount of \$3,567.79.

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

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen - Elected Officials Personnel Actions:
 - Sheriff – Lee Zimmerman, Deputy Sheriff 1st Class, SD, Full-time, \$26,996.913 per Hour, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Sheriff Spiegel informed that this is pursuant to their collective bargaining agreement. After five years they are eligible for this promotion.

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 Michael Hagen– Vote to approve the 2026 PCorp renewal application (2026 approved budgeted item)

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

5.2 Nancy Schenck– Vote to approve the Agreement with County of Northampton. (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 Gary Weber, Esq. (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 Agreement with Justin K. Houser, Esq. (2026 approved budgeted item)

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

5.5 Mya Toon – Vote to approve and award funds to the following outside agencies:

AGENCY	Funds Approved
Lycoming County Library System	\$1,000,000
Lycoming County Senior Citizens	\$10,000
Law Enforcement Association of Lycoming County	\$15,000
Lycoming Police Camp Cadet Foundation, Inc.	\$3,000
American Rescue Workers	\$5,000
Community Alliance for Progressive Positive Action	\$10,000
Firetree Place	\$25,000
Lycoming County Fire Police Association	\$3,000
West Branch Fireman’s Association	\$10,000
Williamsport Municipal Airport Authority	\$176,425

(2026 approved budgeted item)

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

Ms. Toon noted that the amount given was a decrease of \$395, 825.00 from the 2025 budget and approximately 4 million dollars was requested in 2026.

The County is required to pay the listed amount to the Williamsport Municipal Airport Authority as part of the federal agreement for the tower.

Ms. Toon explained that new this year is that the monies granted will have to be drawn down on. Every organization will have a grant monitoring agreement which allows the Commissioners to be able to view the expenses and evaluate the effectiveness of the funds allocated to the organization. The drawn down system will allow the monies to be appropriated when they are needed and will allow for a better cash flow for the County. Having an individualized perspective of what the funds are being spent on can help us find other grant resources for them. We are trying to find other ways to assist the organizations.

Commissioner Mussina spoke about the difficult decisions the Commissioners made regarding the discernment of the available funds, acknowledging that money is tight everywhere. The challenge is to use our monies wisely while providing for our community and to ensure the charities aren't duplicating their resources, as well as having a balanced budget for the County.

Commissioner Metzger pointed out that the requests are always far exceeding the money available. He informed that they have spoken to our lobbyists to assist the agencies in finding other state and federal monies.

- 5.6 Mya Toon – Vote to approve the Subrecipient Monitoring Agreement with West Branch Drug & Alcohol Abuse Commission. (2026 approved budgeted item)

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

- 5.7 Forrest Lehman - Vote to approve the Agreement with Clear Ballot in the amount of \$12,600.00. (2026 approved budgeted item)

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

- 5.8 Forrest Lehman - Vote to approve the purchase from Clear Ballot in the amount of \$2,450.00. (2026 approved budgeted item)

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

- 5.9 Forrest Lehman - - Vote to approve the purchase from Clear Ballot in the amount of \$1,430.00. (2026 approved budgeted item)

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

- 5.10 Jenny Picciano-Vote to approve the Agreement with Delta Development Group in the amount of \$50,000.00. (2026 approved budgeted item)

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

- 5.11 Jenny Picciano– Vote to approve the 3rd Amendment to the Agreement with Kleinfelder. (2026 approved budgeted item)

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

- 5.12 Leslie Kilpatrick – Vote to approve the Agreement with Infocon Corporation in the amount of \$20,693.16. (2026 approved liquid fuels fund)

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

- 5.13 Cameron Boyer– Vote to approve the Agreement with Hunter & Lomison. (2026 approved budgeted item)

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

- 5.14 Shannon Barnes - Vote to Approve Resolution 2026-01 ratifying the County of Lycoming Commercial LERTA voted on October 5, 2023.

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

5.15 Shannon Barnes – Vote to approve Resolution 2026-02 repealing the County of Lycoming Commercial LERTA.

Ms. Wright verified that the applications already submitted for the Commercial LERTA will be honored. They include:

69-006-401 – JMD Portfolio LLC – 613 E Third St / Construct a 64x94 building

65-001-309 – 315 W Third St LLC – 315 W Third St / Remodel

65-013-400 – Famvest XVI – 164 Maynard St / WAWA

65-008-300 – Famvest XVIII – 835 First St / Chick Fil A

66-005-100 – Thaddeus Stevens Properties / 1150 Louisa St / Old school changing it into multi housing

Commissioner Metzger responded that these applications will be honored.

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

5.16 Nicki Gottschall – Vote to approve the following GEO Reentry invoices:
November 2025 in the amount of \$5,750.00
December 2025 in the amount of \$5,750.00
(2025 approved budgeted item)

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

6.0 COMMISSIONER COMMENT

Commissioner Mussina spoke about Martin Luther King Day and recommended watching the movie Selma. He described the movie as an accurate historical retelling of one of the monumental events of the civil rights movement. Commissioner Mussina spoke about Martin Luther King’s life and the many things that he accomplished in a short time.

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.

Samantha Eckert, Williamsport – Samantha questioned why the funding for the Mobile Agriculture Science Lab was cut. Her child attends Cochran Primary School. The Mobile lab was scheduled to be at the school at the end of the month. The only explanation she has heard was from a member of the PTO. Her understanding is that it was applied for and approved in 2025. The county reached out to the school. She just wants to see that the program stays funded so the students can have this opportunity.

YOU TUBE PUBLIC COMMENT

@andrewpaulhamus739 What happened to the funds that was presented to local schools from last year for the PA mobile Ag Education? Only kids and education are suffering

@mc-g581

#2

A request for the tabling of the Clear Ballot contracts for further review was ignored by our Commissioners during today's meeting. The agenda that included this item was released only 24 hours before

Commissioner Sortman responded to mcg's U Tube comments. He reported that it was discussed and not ignored. It was also discussed with the Solicitor. The items are already in existence. There was no new contract written or items being purchased. There was no validity to table this action item.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 22, 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=MbqQs8Z7Y74>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Consolidated Services – Taylor Pearson, Consolidated Services Printer, 7, \$20.536078 per Hour, 75 Hours per Pay Period, Effective Date: January 18, 2026.

Prison – Camden Smith, Correctional Officer, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 26, 2026.

Prison – Johannah DeVore, Union, \$20.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: February 2, 2026.

Public Defender – Meredith Manchester, Assistant Public Defender, PD, Full-Time, \$62,315.00 Annually, 75 Hours per Pay Period, Start Date: January 15, 2026.

Resource Management – Sharon Mull, Weighmaster, 4, Part-Time, \$20.507712 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 26, 2026.

Resource Management – Steven Trate, Electrician, 9, Part-Time, \$35.962038 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 26, 2026.