

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



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
 PUBLIC MEETING AGENDA
 THURSDAY, MARCH 12, 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
- 1.6 Proclamation - Lycoming County 4 H - Alex Armstrong

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 3/18/26 to be paid on 3/11/26 in the amount of \$1,076,423.01.
- 2.2 Nicki Gottschall – Vote to approve the credit card cash requirement report of purchases from 1/27/26 through 2/26/26 in the amount of \$14,227.78

3.0 INFORMATION ITEMS

- 3.1 Shannon Barnes – Expenditures for the Lycoming County Library System. Additional information can be found on Attachment B.

Quarterly Draw Downs by Location					
Library	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Hugesville	\$ 11,781.10	\$ 11,781.10	\$ 11,781.10	\$ 11,781.10	\$ 47,124.00
Montgomery	\$ 11,804.01	\$ 11,804.01	\$ 11,804.01	\$ 11,804.01	\$ 47,216.00
Jersey Shore	\$ 12,734.91	\$ 12,734.91	\$ 12,734.91	\$ 12,734.91	\$ 50,940.00
Muncy	\$ 15,013.25	\$ 15,013.25	\$ 15,013.25	\$ 15,013.25	\$ 60,053.00
Konkle	\$ 15,485.99	\$ 15,485.99	\$ 15,485.99	\$ 15,485.99	\$ 61,944.00
JVBL	\$ 183,180.75	\$ 183,180.75	\$ 183,180.75	\$ 183,180.75	\$ 732,723.00
Total	\$250,000.00	\$250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 1,000,000.00

4.0 PERSONNEL ACTIONS

- 4.1 Michael 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 ITEMS

- 5.1 Nicole Spring– Vote to approve the Agreement with Gillian Blair, PHD, LLM. (2026 approved budgeted item)
- 5.2 Nancy Schenck – Vote to approve the Electronic Monitoring Service Agreement with GEO Reentry Services. (2026 approved budgeted item)
- 5.3 Adrienne Stahl– Vote to approve the Agreement with Carl H. Frels, CDI. (2026 approved budgeted item –Approximately 30% of Costs are reimbursed by AOPC)
- 5.4 Brad Shoemaker – Vote to approve the Agreement with Rogers Uniforms. (2026 approved budgeted item)
- 5.5 Dustin Williams – Vote to approve the Agreement with Hunter & Lomison, Inc. in the amount of \$4,675.01 (not including any emergency service calls) for preventive maintenance. (2026 approved budgeted item)
- 5.6 Dustin Williams – Vote to approve the Agreement with Hunter & Lomison, Inc. in the amount of \$5115.00 for the generator monitoring services. (2026 approved budgeted item)
- 5.7 Leslie Kilpatrick – Vote to approve the Support Renewal with Marco in the amount of \$667.33. (2026 approved budgeted item)
- 5.8 Leslie Kilpatrick – Vote to approve the two-year Agreement with Comcast. (2026 approved budgeted item)
- 5.9 Gary Staggert – Vote to approve participation in the Pick-Up Pennsylvania initiative with the PA Department of Environmental Protection to waive fees for the month of April. (2026 approved budgeted item)
- 5.10 Gary Staggert – Vote to approve the repair costs from Highway Equipment and Supply in the amount of \$21,316.41 to replace upper and lower tool bushing of the Hammer 04. (Not a 2026 approved budgeted item- funds will come out of capital account)
- 5.11 Gary Staggert - Vote to approve the repair costs from CAT in the amount of \$10,341.43 to repair Compactor 15. (Not a 2026 approved budgeted item- funds will come out of capital account)
- 5.12 Gary Staggert – Vote to approve repair costs from CAT in the amount of \$10,433.32 to repair Compactor 16. (Not a 2026 approved budgeted item- funds will come out of capital account)

- 5.13 Gary Staggert – Vote to approve repair costs from CAT in the amount of \$23,383.53 to repair the DOZER 23. (Not a 2026 approved budgeted item- funds will come out of capital account)
- 5.14 Gary Staggert – Vote to approve the purchase of a D4 undercarriage from CAT in the amount of \$45,287.05. RMS personnel will do some of the work which lowers the cost to \$30,643.92. (Not a 2026 approved budgeted item- funds will come out of capital account)

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

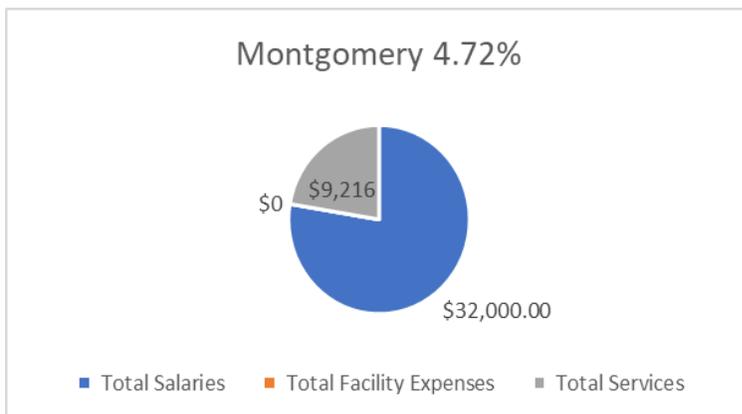
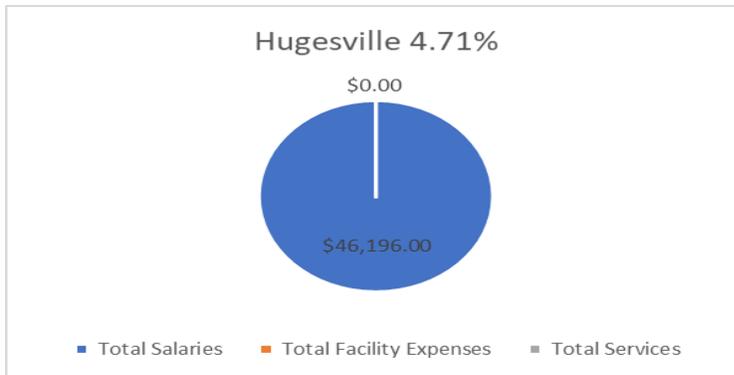
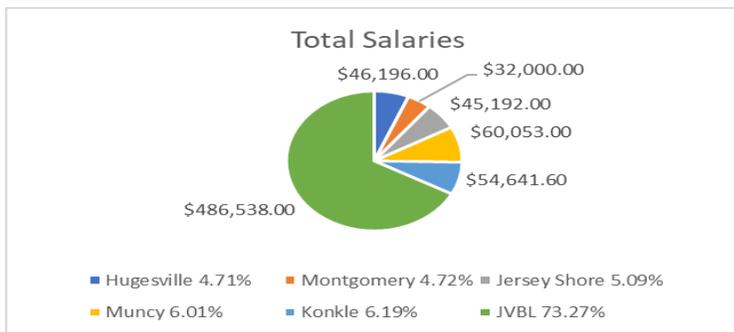
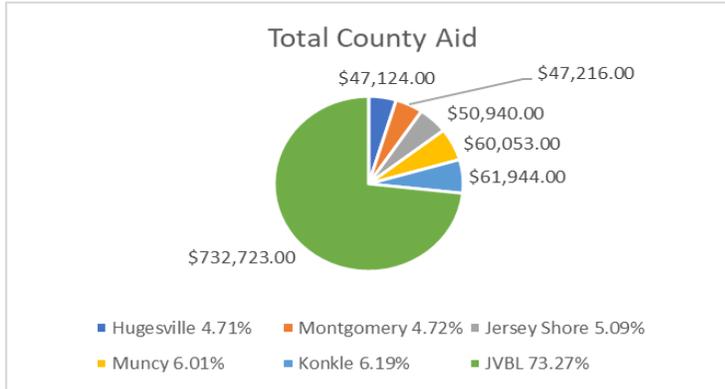
The next Commissioners Public Meeting will be held on Thursday, March 19th, 2026, at 10:00 A.M. in the Commissioner’s Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

ATTACHMENT (A)

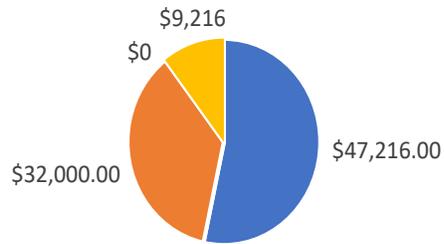
PERSONNEL ACTIONS:

Domestic Relations – Rebecca Evans, Domestic Relations Officer, Full-Time, Union, \$42,653.33 Annually, 75 Hours per Pay Period, Effective: March 30, 2026.

ATTACHMENT (B)

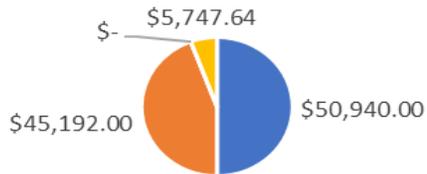


Montgomery 4.72%



- Total County Aid
- Total Salaries
- Total Facility Expenses
- Total Services

Jersey Shore 5.09%

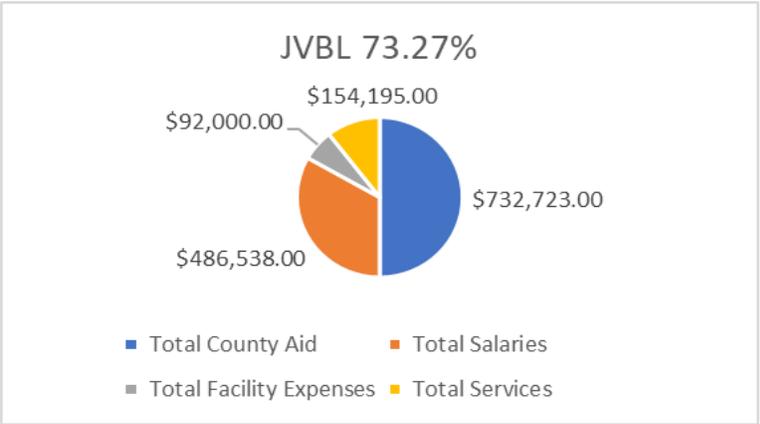
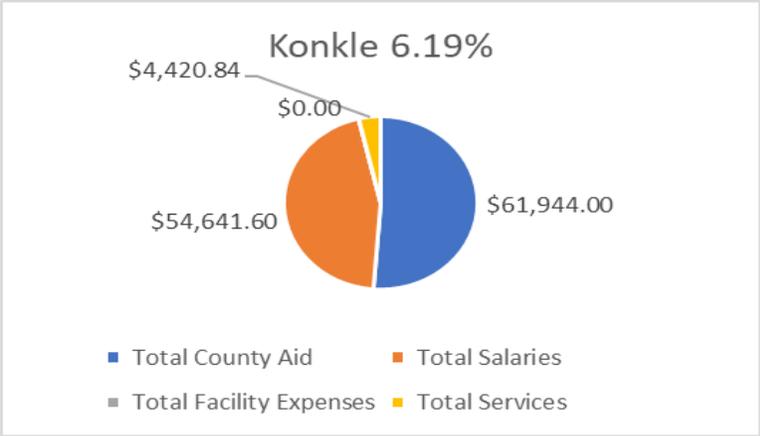


- Total County Aid
- Total Salaries
- Total Facility Expenses
- Total Services

Muncy 6.01%



- Total County Aid
- Total Salaries
- Total Facility Expenses
- Total Services



Planned Expenditures for County Contribution to Library System

Library	% of Population	Total County Aid	Total Salaries	Total Facility Expenses	Total Services	Comment (regarding services- per quarter)
Hughesville	4.71%	\$ 47,124.00	\$ 46,196.00	\$928.40 (Electric)	None	
Montgomery	4.72%	\$ 47,216.00	\$ 32,000.00	\$6000 (Gas-\$3800, Elec \$1200, Telephone \$1000)	\$9,216	Collection Expenditures: Adult books (1725.00, children's books \$579.00)
Jersey Shore	5.09%	\$ 50,940.00	\$ 45,192.00	None	\$5,747.64	Collection Expenditures: Book and print materials for adult.
Muncy	6.01%	\$ 60,053.00	\$ 60,053.00	None	None	
Konkle	6.19%	\$ 61,944.00	\$ 54,641.60	\$2881.52 (Program expenses)	\$4,420.84	Collection Expenditures: Books
JVBL	73.27%	\$ 732,723.00	\$486,538.00	\$ 92,000.00	\$ 154,195.00	Collection Expenditures: Fiction Collection - \$11,000, Digital Resources(ebooks/audiobooks) \$12,500, Large Type books for adults-\$6487, Audio Collection-DVD/CD/Books on CD-\$4725, non fiction for adults-\$3836.75)
Total		\$ 1,000,000.00	\$ 724,620.60	\$ 101,809.92	\$ 173,579.48	

Salaries by Location						
Library	Position	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Hugesville	Library Director	\$ 9,506.00	\$ 9,506.00	\$ 9,506.00	\$ 9,506.00	\$ 38,024.00
	Library Director Benefits	\$ 2,043.00	\$ 2,043.00	\$ 2,043.00	\$ 2,043.00	\$ 8,172.00
Montgomery	Director	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 12,000.00
	Circulation Clerk	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 12,000.00
	Library Assistant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00
	Library Assistant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00
Jersey Shore	Library Dir. Salary- FT	\$ 5,775.00	\$ 5,775.00	\$ 5,775.00	\$ 5,775.00	\$ 23,100.00
	Library Asst. Salary - Pt	\$ 1,782.00	\$ 1,782.00	\$ 1,782.00	\$ 1,782.00	\$ 7,128.00
	Library Asst. Salary - Pt	\$ 1,725.00	\$ 1,725.00	\$ 1,725.00	\$ 1,725.00	\$ 6,900.00
	Library Asst. Salary - Pt	\$ 1,476.00	\$ 1,476.00	\$ 1,476.00	\$ 1,476.00	\$ 5,904.00
	Custodian Salary - PT	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 2,160.00
Muncy	Director - Salary	\$ 9,346.63	\$ 9,346.63	\$ 9,346.63	\$ 9,346.63	\$ 37,386.50
	Library Asst. Salary	\$ 5,666.63	\$ 5,666.63	\$ 5,666.63	\$ 5,666.63	\$ 22,666.50
Konkle	Library Dir. Salary	\$ 9,456.72	\$ 9,456.72	\$ 9,456.72	\$ 9,456.72	\$ 37,826.88
	Assistant Director - Salary	\$ 4,203.68	\$ 4,203.68	\$ 4,203.68	\$ 4,203.68	\$ 16,814.72
JVBL	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Asst.	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 6,506.00	\$ 26,024.00
	Public Service Coordinator	\$ 7,914.00	\$ 7,914.00	\$ 7,914.00	\$ 7,914.00	\$ 31,656.00
	Technical Svcs Assistant	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 27,848.00
	Technical Svcs Assistant	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 27,848.00
	Technical Svcs Assistant	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 6,962.00	\$ 27,848.00
	Facility Assistant	\$ 4,230.00	\$ 4,230.00	\$ 4,230.00	\$ 4,230.00	\$ 16,920.00
	Facility Assistant	\$ 4,230.00	\$ 4,230.00	\$ 4,230.00	\$ 4,230.00	\$ 16,920.00
	Facility Manager	\$ 13,116.00	\$ 13,116.00	\$ 13,116.00	\$ 13,116.00	\$ 52,464.00
	Programming Assistant	\$ 8,886.00	\$ 8,886.00	\$ 8,886.00	\$ 8,886.00	\$ 35,544.00
	Programming Assistant	\$ 8,886.00	\$ 8,886.00	\$ 8,886.00	\$ 8,886.00	\$ 35,544.00
IT Professional	\$ 14,448.00	\$ 14,448.00	\$ 14,448.00	\$ 14,448.00	\$ 57,792.00	
Total						\$ 724,610.60