

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

CHRISTOPHER H. KENYON
Solicitor

www.lyco.org
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JANUARY 22, 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 SERVICE AWARDS – Board of Commissioners – Recognize the following individual for his service to Lycoming County:

- Cameron Boyer – 10 years

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 1/28/26 to be paid on 1/21/26 in the amount of \$1,060,920.96.

4.0 INFORMATION ITEMS

- 4.1 Michael Hagen - Elected Officials Personnel Actions:
 - Clerk of Courts – Ashlea Bush, Administrative Specialist Cost/Fines, Full-Time, Pay Grade 6, \$20.966398 per Hour, 75 Hours per Pay Period, Effective Date: January 18, 2026.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Vote to approve the minutes from the January 5, 2026 Salary Board Meeting.
- 5.3 Vote to approve the following Salary Board Actions:
 - Conservation District
Add Resource Conservation Technician position to TDA (100% grant funded).
 - Facilities Management
Add Part-time Custodial position to TDA.

Retitle Maintenance Manager-Prison to Corrections Maintenance Supervisor
Reclassify Corrections Maintenance Supervisor from PG10 to PG9
Reclassify one Maintenance II position to Maintenance III.

- Planning

Remove Hazard Reduction Planner position from TDA.

- DPS

Remove Deputy/Communications Manager position (PG12-80 hours) from TDA.
Add 9-1-1 Manager position (PG10-80 hours) to TDA.

5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

6.1 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).

7.0 ACTION ITEM

7.1 Michael Hagen – Vote to approve the Master Health Services Agreement with Highmark Inc. (2026 approved budgeted item)

7.2 Mya Toon – Vote to approve the lease purchase with DLL Financial Solutions Partner in the amount of \$67,257.65. (2026 approved budgeted item)

7.3 Mya Toon - Vote to approve the Savin Maintenance & Service Agreement. (2026 approved budgeted item)

7.4 Mya Toon – Vote to approve the Lease Agreement with Duboistown Borough (2026 approved budgeted item – Act 81 funds)

7.5 Mya Toon – Vote to approve the Agreement with Jo Ellen Bowman, MSW, LSW. (2026 approved budgeted item)

7.6 Tom Ungard – Vote to approve the payment to the Borough of Duboistown in the amount of \$5,297.10. (2025 approved budgeted item using Act 81 funds)

7.7 Leslie Kilpatrick – Vote to approve the Agreement with Contrast in the amount of \$8,117.00. (2026 approved budgeted item)

7.8 Cameron Boyer - Vote to approve the Amendment to the Agreement with Fred Hamm, Inc in the amount of \$12.21 per month. (2026 approved budgeted item)

7.9 Shannon Barnes - Vote to approve Resolution 2026-03.

7.10 Shannon Barnes – Vote to approve the following Reappointment to the County Authority Board for a five-year term:

- Karen Young – effective 1/1/2026 through 12/31/2030

8.0 COMMISSIONER COMMENT

9.0 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.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 29, 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:

Adult Probation – Corinna Meixel, Administrative Specialist, Full-time, Pay Grade 5, \$18.3826 per Hour, 75 Hours per Pay Period, Effective Date: January 18, 2026.

Prison – Noelle Webb, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 26, 2026

Prison – Brent Leon, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: February 2, 2026

Public Safety/EMA – Kelsey Green, Emergency Management Specialist – Planning, Full-Time, Pay Grade 8, \$52,851.23 Annually, 75 Hours per Pay Period, Effective Date: January 18, 2026.

Public Safety/EMS – Paula Raemsch, Emergency Management Specialist – Training, Full-Time, Pay Grade 7, \$43,382.764152 Annually, 75 Hours per Pay Period, Effective Date: January 18, 2026.