

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, APRIL 23, 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 - Christopher Barton, Program Director -AmeriCorps Retired and Senior Volunteer Program

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 4/29/26 to be paid on 4/22/26 in the amount of \$602,713.76.

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen - Elected Officials Personnel Actions:
Courts / MDJ Biichle – Julie Morlock, Magisterial District Court Administrative Specialist, Full-Time, PG5, \$17.955 per Hour, 75 Hours per Pay Period, Anticipated Start Date: May 4, 2026.

Courts / MDJ Biichle – Bruce Campbell, Magisterial District Court Administrative Specialist, Full-Time, PG5, \$17.64 per Hour, 75 Hours per Pay Period, Anticipated Start Date: May 4, 2026.

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 Forrest Lehman – Vote to approve the purchase from Clear Ballot Group, Inc. in the amount of \$13,350.00. (Not a 2026 approved budgeted item – Eligible expenditure under the Election Integrity Grant Program – Capital Expense)
- 5.2 Forrest Lehman - Vote to approve the purchase from Clear Ballot Group, Inc. for security updates in the amount of \$10,500.00. (Not a 2026 approved budgeted item – Eligible expenditure under the Election Integrity Grant Program – Operating Expense)

- 5.3 Tom Ungard – Vote to approve the Lease Agreement with Danko Holdings for the property located at 435 Hepburn Street in the amount of \$1,974.00 monthly. (2026 approved budgeted item – Act 81 funds)
- 5.4 Gary Staggert – Vote to approve the Amendment to the Agreement with Barton & Loguidice. (2026 approved budgeted item – Operating Expenses)
- 5.5 Shanean Edmonds – Vote to approve the 2025-2026 Grant Award from the Pennsylvania Commission on Crime and Delinquency in the amount of \$380,000.00.
- 5.6 Shanean Edmonds– Vote to approve the Grant Application for the West Branch Drug and Alcohol with the Pennsylvania Commission on Crime and Delinquency in the amount of \$110,622.00.
- 5.7 Shanean Edmonds– Vote to approve the Grant Award for the State Food Purchase Program for the SFY 2025.
- 5.8 Nicki Gottschall – Vote to approve the 2025 Audit Engagement Letter from Baker Tilly. (2026 approved budgeted item – Operating Expenses)
- 5.9 Leslie Kilpatrick – Vote to approve the Agreement with Comcast in the amount of \$1,447.90 monthly with an installation fee of \$308.95. (2026 approved budgeted item – Operating Expenses)

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, April 30th, 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:

Conservation District – Carey Entz-Rine, Interim Conservation District Manager / Watershed Specialist, Full-Time, PG9, \$60,376.9635 Annually, Effective Date: May 6, 2026.

Domestic Relations – Micah Morgret, Customer Service Administrative Specialist - Floater, Full-Time, PG4, \$14.8732 per Hour, 75 Hours per Pay Period, Anticipated Start Date: April 27, 2026.