

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, JULY 30, 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 REPORTS

- 2.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 8/5/26 to be paid on 7/29/26 in the amount of \$1,281,843.63.

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen – Elected Officials Personnel Actions:
Internal Changes:
District Attorney – Annah Krol, Temporary Law Clerk, Full-Time, PG12, \$57,876.00 Annually, 75 Hours per Pay Period, Effective Date: August 30, 2026.

New hires:

Courts/MDJ Gardner – Angela Tobin, Magisterial District Court Administrative Specialist, Full-Time, PG5, \$17.955 per Hour, 75 Hours per Pay Period, Anticipated Start Date: August 10, 2026.

District Attorney – Angela Perry, Legal Assistant, Full-Time, PG4, \$16.0284 per Hour, 75 Hours per Pay Period, Anticipated Start Date: August 17, 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 Kristen McLaughlin- Vote to approve the Subrecipient Agreement Amendment #2 with the YWCA Northcentral PA. (2026 approved budgeted item – ARPA funds)

- 5.2 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #2 with the American Rescue Workers. (2026 approved budgeted item – ARPA funds)
- 5.3 Gary Staggert – Vote to approve the service plan renewal with Atlas Copco in the amount of \$9,002.86. (2026 approved budgeted item – Operating Expenses)
- 5.4 Forest Lehman -Vote to approve the Agreement with Clear Ballot in the amount of \$5,500.00. (2026 approved budgeted item – EIGP Grant funds)
- 5.5 Shanean Edmonds – Vote to approve the JPO Grant Award in the amount of \$242,417.00.
- 5.6 Kimber Smith – Vote to approve the Amendment to the Agreement with Gregory A. Stapp. (Not an approved 2026 budgeted item)
- 5.7 Kelsey Greene– Vote to approve the MOU with RVTA.
- 5.8 Leslie Kilpatrick - Vote to approve the Agreement with Trusted Power, Inc.in the amount of \$23,335.00 for three years. (2026 approved budgeted item – Operating Expenses)
- 5.9 Leslie Kilpatrick – Vote to approve the Government Management Software Subscription Renewal with GovPilot in the amount of \$126,072.00 for three years. (2026 approved budgeted item – Operating Expenses)
- 5.10 Leslie Kilpatrick – Vote to approve the Purchase Order with Comcast in the amount of \$1,752.90 monthly and a one-time installation fee in the amount of \$308.95. (2026 approved budgeted item – Operating Expenses)
- 5.11 Shannon Barnes – Vote to approve the updates to Policy 202 Access to Human Resources Files.
- 5.12 Shannon Barnes – Vote to approve the updates to Policy 511 Uniform Policy.

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, August 6th, 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:

New hires:

Pre-Release Center – William Porter, Resident Supervisor, Full-Time, Union, \$20.70 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 10, 2026.

Prison – Joseph Magliano, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 10, 2026.

Prison – Kristopher Gruver, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 10, 2026.

Public Safety – Rachel Cortright, Telecommunicator II, Part-Time, PG9, \$23.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: August 4, 2026.