

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, OCTOBER 9, 2025
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, Shannon Barnes, Director of Management & Operations, Solicitor Christopher H. Kenyon.

ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED

- Add Agenda Item 5.0 - Final Public Hearing for FFY25 Community Development Block Grant Program

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

- Add Action Item 6.1- Vote to approve Budget Revision Certifications for the FFY 2023, FFY 2024, FFY 2025 Community Development Block Grant program (CDBG Funded)

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

As a result of these additions the remaining Agenda items have been renumbered.

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 10/15/25 to be paid on 10/8/25 in the amount of \$2,170,672.77.

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 9/2/25 through 9/25/25 in the amount of \$6,758.75.

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

3.0 INFORMATION ITEMS

3.1 Mike Hagen – Elected Officials Personnel Actions:

- Prothonotary – Jill Schriener, Deputy Prothonotary/Clerk of Courts, 8, Full-Time, \$55,682.00 per Year, 75 Hours per Pay Period, Anticipated Transfer Date: October 6, 2025.
- Prothonotary – Holly Thomas, Prothonotary, PR, Full-Time, \$80,498.91 per Year, 75 Hours per Pay Period, Anticipated Transfer Date: October 6, 2025.

3.2 Mya Toon – Acknowledge that the County will be presenting bids for a used Corn Planter for the Lycoming County Farm.

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. Hagen reported that the individual decided to stay in their current position so no vote is needed. This action can be deleted.

5.0 FINAL PUBLIC HEARING FOR FFY25 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

5.1 Convene Public Hearing

5.2 Review of FFY 2023, FFY 2024, and FFY 2025 Budget Modification Certifications

5.3 Public Comment

5.4 Adjourn Public Hearing

Reconvene Commissioners Public Meeting

6.0 ACTION ITEMS

6.1 Jamie Shrawder - Vote to approve Budget Revision Certifications for the FFY 2023, FFY 2024, FFY 2025 Community Development Block Grant program (CDBG Funded)

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

6.2 Don Hassenplug for Gary Staggett– Vote to approve the Agreement with PetroChoice.

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

- 6.3 Mya Toon – Vote to ratify the Change Order for Glenn O Hawbaker EWP LYC – 24-005 in the amount of \$16,100.00.

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

- 6.4 Mya Toon – Vote to approve the Agreement with Daikin Applied in the amount of \$8,000.00. (2025 approved budgeted item)

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

- 6.5 Forrest Lehman – Vote to approve the Change Order #2 with H&P Construction in the amount of \$5,950.00 (2025 approved budgeted item)

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

- 6.6 Forrest Lehman– Vote to approve the Agreement with Pine Township for accessibility improvements. (2025 approved budgeted item).

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

Mr. Lehman noted that mail in ballots were sent to those who requested one. They should be showing up in people's mailboxes.

- 6.7 Maleick Fleming– Vote to approve the Amendment to the Agreement with ILK Family, LP. (2025 approved budgeted item)

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

Maleick introduced the Kim family. Gini Feigles-Kaar, Dewberry Engineers provided an update. She reported that they are currently in the design phase of the project. Once this is completed they will submit the permit application. At this point they are planning for 144 homes. She indicated that there were a lot of wetlands they needed to avoid as well as drainage issues. The homes will be single family homes, duplexes and fourplexes, all owner owned and occupied, no rentals. The municipality rejected their first plan so they are working on a new plan and taking into consideration some of their requests. They will be submitting a new plan to the township and county in the next few weeks. A traffic study was not required by the Department of Transportation.

Commissioner Mussina – talked about the need for housing in the County and the difficulty people have with change. In the long run it will be a good thing for the County. Commissioner Mussina thanked Gina and the Kim family for staying with the project.

Commissioner Metzger emphasized the need for housing as well as the need to grow the tax base. The housing initiative program was born out of the ARPA monies. A developer has to meet the requirements to receive funding for the infrastructures through the ARPA monies. It is up to the Townships to decide if they want it in their area and if it meets their codes. The Commissioners are trying to get adequate housing into the county for all professional income levels.

Commissioner Sortman reminded all that this is from Act 13 monies that were set aside for developers to assist with infrastructure. It is a grant that from the County through Act 13 funds. It does not give the County any rights or control over the development. That comes strictly through the municipalities. Mr. Sortman added that he is pleased that all of the people that received the money are local contractors that will be doing the developing.

Commissioner Metzger noted that the developers have to submit the bills for the completed work. These bills have to agree with what's allowable before they are paid/reimbursed

- 6.8 Emily Mrochko – Vote to approve the Amendment to the Agreement with Stahl Sheaffer Engineering in the amount of \$100,000.00. (2025 approved budgeted item - PennDOT Connects Supplemental Funds)

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

- 6.9 Cameron Boyer – Vote to approve the Agreement with Port Elevator Inc. in the amount of \$750.00. (not an approved budgeted item, but funds are available)

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

- 6.10 Leslie Kilpatrick – Vote to approve the Agreement with Melillo Consulting in the amount of \$8,119.00. (2025 approved budgeted item)

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

- 6.11 Leslie Kilpatrick – Vote to approve the Agreement with Postler & Jaeckle Corp in the amount of \$3,212.00 (2025 approved budgeted item)

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

- 6.12 Leslie Kilpatrick – Vote to approve the purchase from E-Plus in the amount of \$11,003.14. (2025 approved budgeted item)

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

7.0 COMMISSIONER COMMENT

Commissioner Sortman commended Leslie Kilpatrick and her staff for negotiating better prices. He also thanked the Coroner's office for negotiating and utilizing furniture that the County already had in its possession which has helped to reduce costs. With no state budget and federal cuts, it is important to save grant monies we have to be used only when necessary. Everyone needs to work together to be more frugal.

Commissioner Metzger also thanked the Coroner's office for working with them on reducing the cost of the furniture He informed the public that they would be using the same chairs as the ones in the board room since there were extra. Commissioner Metzger pointed out that with no state or federal budget the money saved from the grants might need to be utilized for something else. He expounded on the need work together and be frugal. He expressed his appreciation for the work that the Coroner and his staff do.

Commissioner Sortman explained that all money, including grant money ultimately comes from the tax payer. He expressed the importance of changing the attitude regarding money- that it is not free money. All efforts to cut back are appreciated.

Commissioner Metzger informed all that this year's budget is extremely difficult, laced with a lot of tough decisions but ultimately, we need to have a balanced budget.

Commissioner Mussina – Commissioner Mussina pointed out that the Coroner's building project is in addition to all the duties of his regular job. It is an added challenge.

Commissioner Metzger spoke about the money saved by using the furniture from Executive Plaza and what was left in the building by a prior tenant.

Ms. Barnes added that the Commissioners always have the taxpayer at the forefront and thanked all those that are working to cut cost, save money and be more cost efficient

8.0 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.

Carrie Pauling on behalf of Representative Jamie Flick announced that he is hosting a Veteran's Breakfast on Thursday 11/13 at the American Legion Post #1 from 8am to 10am. UPMC is pairing up with John Ryan Brewery to provide meals for Veterans that will be handed out at the breakfast. Natalie Steppe, Director of Veterans Affairs is the featured speaker. She will be talking about benefits, mental health issues and suicide awareness. There is no cost for the meals. Ms. Pauling thanked UPMC North Central Region, C&N Bank, Bair Excavation, National Sporting Co., John Ryan Brewery and John Roskowski for providing the free take home dinners

Copy of Flyer attached

Sheriff Mark Lusk spoke about the shooting of the two state troopers in Franklin County. They were doing a vehicle stop when the occupants got out and opened fire on them. This incident shows what goes on out in the streets and how difficult it is for Law Enforcement trying to protect the public. All areas of law enforcement are low on personnel and recruitment. Sheriff Lusk thanked the Board for their support over the years. He asked that everyone keep the troopers in their prayers.

YOU TUBE PUBLIC COMMENT

Top Fans

 E

Emcee Gee

#2

Blessed are the peace makers.

T

Thomas Adams

#1

Good morning Lycoming County! I am reminding citizens of the importance of upholding law and order. A story in the Sun-Gazette, regarding immigration is intriguing. Legal immigrants, including those

Thomas Adams

#1

going through the legal process, have nothing to fear, regarding deportation. Unless, people are harboring or providing cover or aiding illegal activities, which many illegal aliens use for the

Thomas Adams

#1

detriment of our law-abiding citizens, in many ways too numerous to post in this format. There are very good reasons for upholding immigration laws to their intended purposes. It's abhorrent when

Thomas Adams

#1

people keep legal immigrants in fear by not being truthful about the role of ICE, legal process, their responsibility and authority for determination of legal status. Everyone citizens and people

Thomas Adams

#1

seeking legal status, with a desire to assimilate into traditional American culture, must desire this process for a safe and orderly society, without added chaos! There are no good intentions

Thomas Adams

#1

motivating illegal immigrants to do anything good. Obvious they are here to cause harm, when they break the very first legal process they are to follow upon entering. I think pastors who stoke fear

Tony Cooper 250 years of superior and unrelentless projection of sea power. Happy birthday, United States Navy.

Thomas Adams

#1

are derelict to The Cause of Christ! Thank-you for this format and thank-you for your work for Lycoming County! May God Bless Lycoming County! May God Bless America!

Blair Steward Thank you to our police

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, October 16, 2025 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=o4-6RlpN_t4

ATTACHMENT (A)

PERSONNEL ACTIONS:

~~Pre-Release Center—Trenton Peasley, Work Crew Foreman Supervisor, 9, Full Time,
\$30.809896 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: October 26,
2025.~~



State Rep. Jamie Flick

**Join Me For A
VETERANS
BREAKFAST**



Thursday, Nov. 13, 8-10 a.m.

American Legion Post 1

10 East Third St., Williamsport, PA 17701

Veterans and their families are invited to meet with me while enjoying a complimentary breakfast and listen to featured guest speaker Natalie Steppe, Director of Lycoming County Department of Veterans Affairs. Reservations are encouraged but they are not required. They can be made by calling 570-321-1270 or online at RepFlick.com/Events.

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FEATURED GUEST SPEAKER:
Natalie Steppe