

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



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CHRISTOPHER H. KENYON  
*Solicitor*

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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, DECEMBER 18, 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 THE AGENDA NOT PREVIOUSLY POSTED**

- Add Information Item 4.2 - Michael Hagen - DA Office -Assignment of Special County Detectives as Roving DUI Patrols.

**Mr. Mussina moved to approve the addition. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**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

**None**

- 1.6 Citation of Recognition – Sheriff Mark Lusk Retirement

**Sheriff Lusk spoke about his career, the many roles he has had over the years and his efforts to mentor those of the next generation. He acknowledged many of those that influenced his career throughout the years He also acknowledged several people in the audience. Sheriff Lusk spoke about the importance of personal safety for all and the role the Sheriff's office plays in providing this. Sheriff Lusk thanked the current and prior Commissioners, as well as his staff. He thanked all those for coming, especially his family.**

**Representative Joe Hamm presented to Sheriff Lusk a citation from the PA House of Representatives. He commented on the many ways Sheriff Lusk has served the community in his various roles.**

**Commissioner Tony Mussare pointed out that Sheriff Lusk was proactive, not reactive throughout his career. The safety of those in uniform and the citizens of the county where his top priority**

**Commissioner Metzger commented that the professionalism of the Sheriff's office is the best in the state due to Sheriff Lusk's leadership. He highlighted some incidents that personified this. Commissioner Metzger thanked him for all that he has done and wished him well in his retirement.**

Commissioner Sortman noted that Sheriff Lusk started his career in public services when he was in high school as president of his class. He complemented and thanked Sheriff Lusk on his commitment, helpfulness, dedication and professionalism over the years, wishing him well in his retirement.

Commissioner Mussina complemented Sheriff Lusk and his team on having things prepared and under control. He noted that Sheriff Lusk provided both fun and intelligence to every meeting. He thanked him for all those whose lives he made better.

Commissioner Metzger added that regardless of the type of meeting Sheriff Lusk always came extremely prepared with documentation to argue his case. This is an example everyone coming to a budget meeting should follow.

Director Barnes complemented Sheriff Lusk on his dedication, integrity and character.

**2.0 BID OPENING**

2.1 Nicki Gottschall - Open the following bid:

- Consulting Services for Comprehensive Recreation, Parks, Open Space and Greenway Plan

<b>RFP for Consulting Services for Comprehensive Recreation, Parks, Open Space and Greenway Plan</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
AKRF	\$149,992.00	12/12/2025
Barry Isett & Associates	\$150,000.00	12/12/2025
Designing Local	\$150,000.00	12/12/2025
Environmental Planning & Design	\$149,930.00	12/12/2025
evolve environment: architecture	\$249,678.00	12/12/2025
Fisher Associates	\$150,000.00	12/12/2025
LaBella Associates	\$141,870.00	12/12/2025
Larson Design Group	\$144,959.00	12/12/2025
Mackin Engineers & Consultants	\$149,500.00	12/12/2025
Simone Collins Landscape Architecture	\$149,995.00	12/12/2025

**3.0 REPORTS**

3.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 12/31/25 to be paid on 12/17/25 in the amount of \$2,654,444.95.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. Hagen requested to move the Salary Board before the Information Items. Salary board was completed prior to the Information Items.**

#### 4.0 INFORMATION ITEMS

##### 4.1 Michael Hagen – Elected Officials Personnel Actions:

*Clerk of Courts* – Stephanie Snyder, Criminal Processing Clerk, 5, Full-Time, \$22.398792 per Hour, 75 Hours per Pay Period, Effective Date: December 21, 2025.

*Courts* – Paula Singer, Court Reporter, 9, Part-Time, \$28.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 5, 2026.

*Courts* – Roni Kreischer, Court Reporter, 9, Part-Time, \$28.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 5, 2026.

*Courts* – Laurel Fox, Law Clerk, 12, Part-Time, \$36.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: January 5, 2026.

*Sheriff* – Keely Mahosky, Chief Deputy Sheriff, 10, Full-Time, 73,511.75 per Year, 80 hours per Pay Period, Effective Date: January 4, 2026.

##### 4.2 Michael Hagen - DA Office -Assignment of Special County Detectives as Roving DUI Patrols.

#### *Recess Commissioners' Public Meeting for the Salary Board*

#### 5.0 SALARY BOARD - SALARY BOARD MINUTES CAN BE FOUND ON LYCO.ORG>ELECTED OFFICIALS>CONTROLLER

##### 5.1 Convene Salary Board.

##### 5.2 Vote to approve the Salary Board minutes from the December 11, 2025 meeting.

##### 5.3 Vote to approve the following Salary Board Actions:

- Courts:
  - Remove FT Law Clerk position from the TDA.
  - Add Temporary PT Law Clerk position to the TDA (reevaluate in 2 years).
  - Remove FT Court Reporter position from the TDA.
  - Add 2 Temporary PT Court Reporter positions to the TDA (reevaluate in 2 years).
- DPS:
  - Telecommunicator New Pay Scale will go into effect on 1/4/2026, as that is the beginning of a pay period.

##### 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).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. Hagen reported that the hours for all the Public Safety positions should be 80 hours per pay period, not 75 hours.**

**Mr. Mussina amended his motion to approve the Public Safety Positions at 80 hours per pay period. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

## **7.0 ACTION ITEMS**

- 7.1 Mya Toon– Vote to approve the following Resolutions:

- Resolution 2025-25: 2026 Lycoming County Budget

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Mya Toon reported that the Financial Management Team will continue to examine expenses and implement long term integrated financial planning inclusive of budget reduction strategies She thanked all those involved in the budget process for their cooperation and hard work giving special thanks to Heather Lehman, Chief Budget Officer.**

**Heather Lehman added that without the cooperation of the departments and the decreases they made the tax increase would have been higher. She thanked them for their cooperation and acknowledged that there is still work to be done going forward.**

**Commissioner Metzger reported that this is the first increase that has been implemented in eight years. He shared how other counties throughout the state have raised their taxes over the years. He commented on the difficult decisions they have to make to get to a balanced budget. Commissioner Metzger thanked all those in the County for working together as a team to cut costs. He talked about the need to stay within a budget and setting up a capitol reserve account to have funds to rely on in times of emergency. Commissioner Metzger also commented on the need for reassessment to make it more equitable with property owners and nonprofits that make millions but do not contribute back to the county.**

**Commissioner Sortman commented on the budget and the process it took to get to the final budget, as well as the need to raise taxes. He thanked all those that participated in the process and worked hard to cut their budget. Commissioner Sortman referenced the comments on social media both positive and negative. He acknowledged the needs of the nonprofits as well as the services they provide and reported that all the nonprofits requests for funds were reduced.**

**Commissioner Mussina echoed the comments of Commissioner Metzger and Commissioner Sortman regarding the budget process. He talked about the challenges and difficult decisions that had to be made for the financial future of the County.**

**Commissioner Metzger added that anyone who has questions can contact them. They are willing to answer anyone's questions and want them to have the facts whether they agree with them or not.**

- Resolution 2025-26: Lycoming County 3-Year Capital Plan

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- Resolution 2025-27: Lycoming County Real Estate Tax Rate

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- Resolution 2025-28: Lycoming County Predetermined Ratio for Real Estate Tax Assessment

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- Resolution 2025-29 2026 Table of Distribution & Authorizations

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.2 Mya Toon – Vote to ratify the Resolution 2025-30 Tax Anticipation & Revenue Note, Series 2026.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.3 Mya Toon – Vote to approve the Agreement with Kenneth Davis. (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.4 Mya Toon – Vote to approve the Agreement with Akaga Campbell. (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.5 Mya Toon – Vote to approve the APO Grant-in- Aid Application with the PA Commission on Crime & Delinquency.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.6 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #4 with West Branch Regional Authority. (2025 approved budgeted item ARPA funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.7 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #2 with Lycoming County Water & Sewer Authority. (2025 approved budgeted item ARPA funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.8 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #3 with Montoursville Borough. (2025 approved budgeted item ARPA funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.9 Kristen McLaughlin – Vote to approve the Interagency Agreement Amendment #1 with Lycoming County Department of Public Services. (2025 approved budgeted item ARPA funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.10 Larissa Hassinger – Vote to approve Professional and Administrative Services Agreement Amendment #1 with SEDA-COG for CDBG FFY24 services in the amount of \$113,100.00. (2025 approved budgeted item - CDBG FFY '24 funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.11 Larissa Hassinger – Vote to approve Professional and Administrative Services Agreement Amendment #1 with SEDA-COG for CDBG FFY23 services in the amount of \$107,200.00. (2025 approved budgeted item - CDBG FFY '23 funds)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.12 Stacey Folk- Vote to approve the Agreement with Keystone Communications, LLC in the amount of \$20,301.84. (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.13 Emily Mrochko– Vote to approve the Liquid Fuels Grant Award for Old Lycoming Township South Cottage Avenue project in the amount of \$125,221.00. (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

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

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.15 Jenny Picciano- Vote to approve the following reappointments to the Lycoming County Zoning Board:

- William J. Klein – effective term 1/1/2026 through 12/31/2030
- Stephan Brady – effective term 1/1/2026 through 12/31/2030

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.16 Shannon Barnes– Vote to approve the following reappointment to the Industrial Development Authority:

- Jeffrey Bower – effective term 1/1/2026 through 12/31/2030

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 7.17 Shannon Barnes - Vote to approve the following appointments/reappointments to the Lycoming County Water & Sewer Authority:

- Mike Philbin – Reappointment - effective term 1/1/2026 through 12/31/2030
- William Henry – Reappointment - effective term 1/1/2026 through 12/31/2030

- Donald Konkle -Reappointment - effective term 1/1/2026 through 12/31/2030
- Nicholas Ring – Appointment - - effective term 1/1/2026 through 12/31/2030

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Commissioner Metzger thanked all those who serve on the various boards and authorities, acknowledging the time, talent and expertise they bring.**

#### **8.0 COMMISSIONER COMMENT**

**Commissioner Mussina wished everyone Merry Christmas and a safe and blessed holiday season.**

**Commissioner Metzger wished all Merry Christmas, Happy Hanukkah and a happy new year. He noted that this can be a very sorrowful and difficult time of the year for some and we should keep them in our prayers.**

**Commissioner Sortman thanked the staff, residents and volunteers of Lycoming County. He wished all a Merry Christmas and Happy New Year.**

#### **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.

**Commissioner Tony Mussare, South Williamsport, commented on the article in the Sun Gazette and requested that the Commissioners print a retraction as well as issue an apology regarding their statement referring to mismanagement and not finding a watchdog. Commissioner Mussare presented numerous examples of hard decisions and money saving changes he and the other Commissioners and Administrator made throughout his 12-year tenure. He pointed out the consequences of the comments that were made. Commissioner Mussare also commented on the landfill. He reviewed several events that occurred during his tenure that cost a lot of money to fix and declared that to his knowledge the landfill never lost money.**

**Commissioner Sortman responded apologizing if he offended Commissioner Mussare or anyone else from the past. He indicated that his comments were directed at the landfill management who he thinks didn't give them the proper information. He reported that the County is bringing in a management company to operate the landfill.**

**Commissioner Metzger responded that they did a lot of good things during their time working together. He advised him that in the last two years they have discovered things that they didn't know about that are very alarming. Commissioner Metzger complimented the staff at the landfill. He talked about the operations of the landfill and the need for a change in the way the landfill is managed and operating. Commissioner Metzger also**

**apologized indicating no offense was meant. He stated he appreciated Commissioner Mussare' s service as well as working with him**

**YOU TUBE PUBLIC COMMENT**

@mc-g581We have been blessed to have Sheriff Lusk in our midst for the past half century and words are insufficient to thank him for his service - past and future.

T

@toddwinder3707Sheriff Lusk has dedicated his life to serving the people of this county for over 50 years in police, fire, and EMS. Whether you like him or not, there is no doubt he has served us well.

T

@toddwinder3707

#1

And sheriff Lusk has served us with dignity, integrity, and honor.

@thomasadams3614Good morning Lycoming County! Thank-you for your dedication and work for the good of our county! Thank-you Sheriff Lusk for being a great example of a model citizen and Sheriff! I think, the basic

@thomasadams3614

#2

principle in Mark Lusk, he is a God-fearing man. Which will naturally bring out the traits and determination for the rule of Law and the drive for Justice all Law-abiding citizens long for and love.

C

@CloverSmith-j2kIn the last meeting you mentioned wrong doing of the former county administrator, just wondering why there was a NDA signed when he was forced to leave

T

@thomasadams3614

#2

Knowing that these are fundamental to a clean, healthy and safe environment for our communities to have the best opportunity in which to thrive. I hope the county will continue Sheriff Lusk's

thomasadams3614

#1

dedication to working with ICE, to help regain more control, for our society to bring our communities, state and nation to turn around the illegal immigration activities, which are so damaging to a

k

@kalenjaidClover, it sure sounds like if there was one it was violated. Since you're here asking about it....

T

@thomasadams3614

#1

structured society. Chaos begins and spreads as weeds, when the, in the minds of many people, are the most trivial of laws are not upheld! Liberty only lives in Biblically based laws, of which our

T

@thomasadams3614

#1

immigration laws are solidly based. Thank-you Sheriff Lusk! May God Bless America and May God Bless Lycoming County! Merry Christmas and Happy New Year!

@kalenjaid

#3

As a citizen, outside of the situation, I took the commissioners comments pertaining to watch dog, as comments directed toward who our old watch dog was. Historically the county controller is that.

@kalenjaid

#3

Moving forward, I can attest, our new watch dog is ONE HELL OF A WATCH DOG.

k

@kalenjaid

#2

Prior to this board of commissioners, the true state of the landfill was ignored, maybe not on purpose, maybe the numbers were skewed. But we are here NOW. Our current board is doing what's right.

@kalenjaid

#2

Commissioner sortman was given accurate information.

CloverSmith-j2kIs there a conflicted of interest with a friend ship between Sortman and the director of the Clinton county landfill, the lycoming county landfills largest competitor

kalenjaid

#2

I don't know why who our commissioners are friends with outside of work is any of our business. It's almost like it's a sign of maturity to be able to separate business and pleasure.

kalenjaid

#2

Maybe he should get advice, it seems like that landfill is running on a profit. We, however, are not.

leelaubscher6458Can you tell us who the new management firm for the landfill will be?

T

@thomasadams3614

#1

Thank-you, Tony Mussare for your dedication to Lycoming County, too!

## 10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 8<sup>th</sup>, 2026 at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701. There will be no Public meeting on December 25<sup>th</sup> or January 1<sup>st</sup>.

*To View This Meeting and For More Detailed Information Click on The Link Below:*

*<https://www.youtube.com/watch?v=5gfcVinbBHg>*

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

Prison – Quentin Ferguson, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: December 22, 2025.

Public Safety/ Communications Center – Tyler Fetterman, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Clinton Frackman, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Adam Malek, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Brenton Pfleeger, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Megan Strassner, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80-Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Igasha Brown, Telecommunicator II, 9, Full-Time, \$23.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Brittany Mitchell, Telecommunicator Trainee, 7, Full-Time, \$20.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.

Public Safety/ Communications Center – Aminah Woodruff, Telecommunicator Trainee, 7, Full-Time, \$20.00 per Hour, ~~75~~, 80 Hours per Pay Period, Effective Date: January 4, 2026.



CERTIFICATE  
OF  
RECOGNITION



*Whereas, for the past 50 years Sheriff Mark Lusk has served the Lycoming County community in a variety of capacities, including as a Patrolman, Corporal, Criminal Investigator, Chief of Police, Deputy Coroner, Fireman, Arson Investigator, EMT and Sheriff, often working two and three jobs at a time and many in leadership positions; and*

*Whereas, Sheriff Lusk was instrumental in the remodeling and modernization of the current administrative Sheriff's office. Thinking outside the box he has been instrumental in finding innovative ways to improve operations for public safety; and*

*Whereas, believing in building bridges, he has garnered community support and participation working with the local VFW's, American Legions and networking within the community wherever he was able; and*

*Whereas, during his 50 years of service Sheriff Lusk has assisted County residents during several major and minor floods coordinating rescues, recovery, mitigation services, command and operations support; and*

*Whereas, as a volunteer for the Old Lycoming Township Volunteer Fire Company for the past 45 years he has served in a variety of different roles including Captain, Vice President, Assistant Chief, Ambulance Operations Commander as well as serving on various committees. Sheriff Lusk contributes to the future through his teaching and mentoring today's volunteers and youth; and*

*Whereas, in addition to being a certified instructor, Mark serves on a variety of Boards, Committees and Task Forces, receiving numerous accolades and awards along the way, but staying true to his conviction to serve and protect; and*

*Whereas, over the years Sheriff Lusk has served the residents of Lycoming County in a variety of ways and venues with dedication, compassion, integrity, innovation, leadership and a sense of humor. He has kept us entertained with his stories and informed with his knowledge.*

**NOW, THEREFORE, BE IT RESOLVED** that We, The Lycoming County Board of Commissioners and on behalf of our citizens, offer our deepest appreciation and gratitude for the 50 years of exceptional service, dedication and commitment that Sheriff Lusk has given to all Lycoming County citizens and visitors over the years and warm congratulations upon his well-deserved retirement. Sheriff Lusk, may you never underestimate the difference you make and how truly appreciated you are by so many.

Lycoming County Commissioners

*Scott L Metzger*  
Scott L. Metzger, Chairman

*Marc C Sortman*  
Marc C. Sortman, Vice Chairman

*Mark Mussina*  
Mark Mussina, Secretary

