

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, FEBRUARY 5, 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 2/11/26 to be paid on 2/4/26 in the amount of \$512,012.95.

Recess Commissioners' Public Meeting for the Salary Board

3.0 SALARY BOARD

- 3.1 Convene Salary Board.
- 3.2 Vote to approve the Salary Board minutes from the January meeting.
- 3.3 Vote to approve the following Salary Board Actions:
 - *District Attorney*
 - Add PT Central Processing Officer to the TDA (funded from Act 81)
 - *DPS*
 - Delete EMS Clerk IV (PG5) position form TDA
 - Add Emergency Management Administrative Coordinator (PG6) position to TDA (Grant funded: 50% from EMA and 50% from EMS)
 - *Planning & Community Development*
 - Delete Development Services Supervisor position form the TDA
 - Delete Community & Economic development position from the TDA
 - Delete Zoning Administrator position from the TDA
- 3.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

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).

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

5.0 BOARD OF ASSESSMENT REVISIONS

- 5.1 Convene Board of Assessment Revisions.
- 5.2 Brooke Wright – Approve/Deny the following real estate refunds
27-328-125.N – Darryl & Tawnya Lovell - \$125.80
12-351-108.21 – Geisinger HM Joint Venture - \$86.31
12-351-108.02 – Geisinger HM Joint Venture - \$140.24
12-351-108.01 – Geisinger HM Joint Venture - \$11,329.70
- 5.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

6.0 ACTION ITEMS

- 6.1 Tammy Toner – Vote to approve the Agreement with Brandon Lusk.
- 6.2 Tammy Toner – Vote to approve the Agreement with Allison Calhoun.
- 6.3 Adrienne Stahl – Vote to approve the Agreement with Trisha Hoover, Esq. (2026 approved budgeted item)
- 6.4 Adrienne Stahl – Vote to approve the Agreement with Terra Koernig Esq. (2026 approved budgeted item)
- 6.5 Adrienne Stahl – Vote to approve the Agreement with Peter Lovecchio, Esq. (2026 approved budgeted item)
- 6.6 Adrienne Stahl – Vote to approve the Agreement with Donald Martino, Esq. (2026 approved budgeted item)
- 6.7 Adrienne Stahl – Vote to approve the Agreement with K. Michael Sullivan, Esq. (2026 approved budgeted item)
- 6.8 Adrienne Stahl – Vote to approve the Agreement with Eric Williams, Esq. (2026 approved budgeted item)
- 6.9 Adrienne Stahl – Vote to approve the Agreement with Jamie Cook, Esq. (2026 approved budgeted item)

- 6.10 Leslie Kilpatrick– Vote to approve the Agreement with Keyser Consulting Group in the amount of \$6,900.00 (2026 approved budgeted item)
- 6.11 Leslie Kilpatrick – Vote to approve the invoice for CCAP Cyber Security Services in the amount of \$9,500.00. (2026 approved budgeted item)
- 6.12 Cameron Boyer – Vote to approve the Amendment to the Agreement with Advanced Communications Solutions. (2026 approved budgeted item)
- 6.13 Shannon Barnes – Vote to approve the Engagement Letter with Girio Agency in the amount of \$5,000.00. (2026 approved budgeted item)
- 6.14 Shannon Barnes – Vote to approve the Intergovernmental Agreement and MOU with the Williamsport Redevelopment Authority, City of Williamsport and the Williamsport Area School District.
- 6.15 Nicki Gottschall – Vote to approve all classified and legal advertising expenses with the Sun-Gazette for the year 2026. (2026 approved budgeted item)
- 6.16 Nicki Gottschall – Vote to appoint Shannon Barnes as Chief Clerk, effective 2/5/2026.
- 6.17 Nicki Gottschall- Vote to approve Shannon Barnes as Program Administrator of the P-Card Program and Heather Lehman as the second administrator.

7.0 COMMISSIONER COMMENT

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.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, February 12, 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:

Facilities Management – Nathan Tucker, Construction Supervisor, PG9, \$36.332269 per Hour, 75 Hours per Pay Period, Effective Date: February 1, 2026.

Pre-Release Center – Tracey Canfield, Resident Supervisor, Part-Time, Union, \$19.20 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: February 1, 2026,

Pre-Release Center – Khaliah Little, Resident Supervisor, Full-Time, Union, \$19.20 per Hour, 80 Hours per Pay Period, Effective Date: February 9, 2026.

Prison – Robert Sanso, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Effective Date: February 16, 2026.

Prison – Evan Bloom, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Effective Date: March 2, 2026.