

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 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, 3<sup>rd</sup> 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.