

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, FEBRUARY 19, 2026  
10:00 A.M.**

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

**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 2<sup>nd</sup> 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 2/25/26 to be paid on 2/18/26 in the amount of \$744,411.86.

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

**3.0 INFORMATION ITEMS**

- 3.1 Michael Hagen - Elected Officials Personnel Actions:  
District Attorney – Michael Cromis, Legal Assistant, Full-time, PG4, \$16.4616 per Hour, 75 Hours per Pay Period, Anticipated Start Date: March 2, 2026.

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

**4.0 SALARY BOARD SALARY BOARD MINUTES CAN BE FOUND ON  
LYCO.ORG>ELECTED OFFICIALS>CONTROLLER**

- 4.1 Convene Salary Board.
- 4.2 Vote to approve the Salary Board minutes from the February 19, 2026 meeting.
- 4.3 Vote to approve the following Salary Board Actions:  
*Treasurer:*  
Delete 2 Part-time Clerk III positions from the TDA.  
*Register & Recorder:*  
Add Temporary Part-Time Clerk position to the TDA (NTE 90days, PG4).

*Department of Public Safety:*

Delete Temporary GIS Special Projects position (PG11) from the TDA.  
Add Public Safety GIS Program Specialist position (PG8) to the TDA  
(100% grant funded).

*Public Defender:*

Retitle Clerk III (PG4) to Legal Assistant (PG4).

*Information Services:*

Delete Technology Specialist/DPS position from the TDA.

*Courts:*

Delete Clerk IV position from the TDA.

Delete Executive Secretary position from the TDA (until a 5<sup>th</sup> Judge takes the bench).

*Pretrial Services:*

Remove 2 Pretrial Probation Officer positions from the TDA.

4.4 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**5.0 PERSONNEL ACTIONS**

5.1 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).

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

**6.0 ACTION ITEMS**

6.1 Cindy Newcomer– Vote to approve the Agreements for the collection of local municipal taxes by Lycoming County for the following municipalities: Armstrong Township, Bastress Township, Brady Township, Cascade Township, Duboistown Borough, Fairfield Township, Franklin Township, Gamble Township, Hepburn Township, Jersey Shore, Jordan Township, Lewis Township, Limestone Township, McNett Township, Montgomery Borough, Montoursville Borough, Moreland Township, Muncy Borough, Nippenose Township, Penn Township, Picture Rocks Borough, Pine Township, Plunketts Creek, Salladasburg Borough, South Williamsport, Upper Fairfield Township, Washington Township, Woodward Township

**Commissioner Sortman requested to table this item per the Treasurers request. He explained that the Treasurer requested to table this item pending further discussion regarding pay raises for the staff in the Treasurer's office to handle the additional municipalities.**

**Mr. Sortman made a motion to table Action Item 6.1. Mr. Mussina 2<sup>nd</sup> the motion. Approved 3-0.**

6.2 Shannon Barnes for Brad Shoemaker– Vote to approve the Amendment to the Agreement with Tammy Edkin.

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

- 6.3 Shannon Barnes for Brad Shoemaker– Vote to approve the Amendment to the Agreement with Paula Bower.

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

- 6.4 Adrienne Stahl – Vote to approve the Agreement with Lisa Glick, Esq. (2026 approved budgeted item)

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

- 6.5 Adrienne Stahl – Vote to approve the Agreement with Tiffani Kase, Esq. (2026 approved budgeted item)

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

- 6.6 Adrienne Stahl – Vote to approve the Agreement with Dance Drier, Esq. (2026 approved budgeted item)

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

- 6.7 Gary Staggett – Vote to approve the Contractual Consent of Landowner for a general permit for Nextera Renewable Fuels.

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

- 6.8 Sara Fogleman – Vote to approve the Agreement with Barbara K. Bollinger, M.D. (2026 approved budgeted item)

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

- 6.9 Leslie Kilpatrick – Vote to approve the Subscription Renewal with Cellebrite in the amount of \$21,650.00. (2026 approved budgeted item)

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

- 6.10 Leslie Kilpatrick – Vote to approve the Software Renewal with Survey Monkey in the amount of \$1,080.00 (2026 approved budgeted item)

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

- 6.11 Leslie Kilpatrick – Vote to approve the Agreement with Integra One. (2026 approved budgeted item)

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

- 6.12 Heather Lehman– Vote to approve the Agreement with Ultimate Express Car Wash. (2026 approved budgeted item)

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

- 6.13 Shannon Barnes - Vote to approve Jenny Picciano as authorized signatory for the CDBG Program invoices.

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

6.14 Shannon Barnes– Vote to approve the following appointment to the Library System Board:

- Michael Bender – effective dates 2/19/2026 through 12/31/2026

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

**Commissioner Metzger thanked Mr. Bender for volunteering to serve on the board to fill Larry Stout's term.**

## **7.0 COMMISSIONER COMMENT**

**Commissioner Sortman indicated that he is pleased with the direction the County is taking and the support of the staff throughout the changes.**

**Commissioner Metzger wished the USA Women's Hockey team well, along with all the athletes competing for medals, in their quest for the gold medal. He pointed out that Megan Keller has extended family in the area.**

**Commissioner Sortman noted how exciting and impressive it is that an athlete's family from the Olympics resides in Lycoming County.**

## **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.

**None**

## **YOU TUBE PUBLIC COMMENT**

LycowatchDo I understand correctly that the treasurer is wanting to refuse to collect taxes for those municipalities unless her staff get raises? She can't violate the law to demand more money for her staff.



@Lycowatch

#1

I'm genuinely curious what that vote meant and what the explanation meant.

**Commissioner Sortman responded saying that the Treasurer isn't refusing to do the service She is asking that all the ducks are in a row before the final decisions are made regarding a raise and additional responsibility.**

## **9.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, February 26, 2026, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> 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=tlcdXdOEYbU>*

## **ATTACHMENT (A)**

### **PERSONNEL ACTIONS:**

Prison – Taylor Sheleman, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: March 2, 2026.

Public Defender – Alysa Young, Legal Assistant, PG4, \$15.605308 per Hour, 75 Hours per Pay Period, Effective Date: February 15, 2026.

Public Safety – Jena Rishel, Emergency Management Administrative Coordinator, Full-Time, PG6, \$34,199.136562 Annually, 75 Hours per Pay Period, Effective Date: February 15, 2026.