

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 19, 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 2/25/26 to be paid on 2/18/26 in the amount of \$744,411.86.

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

- 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 5th 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).

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

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

6.3 Brad Shoemaker– Vote to approve the Amendment to the Agreement with Paula Bower.

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

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

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

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

- 6.8 Sara Fogleman – Vote to approve the Agreement with Barbara K. Bollinger, M.D. (2026 approved budgeted item)
- 6.9 Leslie Kilpatrick – Vote to approve the Subscription Renewal with Cellebrite in the amount of \$21,650.00. (2026 approved budgeted item)
- 6.10 Leslie Kilpatrick – Vote to approve the Software Renewal with Survey Monkey in the amount of \$1,080.00 (2026 approved budgeted item)
- 6.11 Leslie Kilpatrick – Vote to approve the Agreement with Integra One. (2026 approved budgeted item)
- 6.12 Heather Lehman– Vote to approve the Agreement with Ultimate Express Car Wash. (2026 approved budgeted item)
- 6.13 Shannon Barnes - Vote to approve Jenny Picciano as authorized signatory for the CDBG Program invoices.
- 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

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 26, 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:

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.