

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



COUNTY OF LYCOMING  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, MARCH 26, 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 4/1/26 to be paid on 3/25/26 in the amount of \$2,295,376.86.

**3.0 INFORMATION ITEMS**

- 3.1 Michael Hagen - Elected Officials Personnel Actions:  
*Courts/MDJ Dieter* – Sarah Walizer, Magisterial District Court Administrative Specialist, Full-Time, PG5, \$16.2225 per Hour, 75 Hours per Pay Period, Anticipated Start Date: April 6, 2026.

*District Attorney* – Jordan Stugart, Legal Assistant, Full-Time, PG4, \$16.560477 per Hour, 75 Hours per Pay Period, Effective Date: February 18, 2026.

**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).

**5.0 ACTION ITEM**

- 5.1 Michael Hagen - Vote to amend the proposal from CCAP Travelers with the Hartman Group for the Lycoming Tax Collector Program in the amount of \$50,392.00(4 years). (County bills Municipality TC's for bond)
- 5.2 Michael Hagen– Vote to approve the On the Job training Agreement with Central Pennsylvania Workforce Development Corporation. (No expense – revenue generation)

- 5.3 Nicole Spring – Vote to approve the Amendment to the Agreement with Cornerstone Discovery. (2026 approved budgeted item – Operating Expenses)
- 5.4 David Goodwin– Vote to approve the update to the GEO Drug Testing Costs. (2026 approved budgeted item – Operating Expenses and Intermediate Punishment Grant)
- 5.5 Adrienne Stahl – Vote to approve the Agreement with Marc Lovecchio, Esq. (2026 approved budgeted item- Operating Expenses)
- 5.6 Sheriff Spiegel – Vote to approve the Agreement with Bret Southard, Esq. (2026 approved budgeted item – Operating Expenses)
- 5.7 Sheriff Spiegel - Vote to approve the Agreement with Gillum Psychological & Counseling Services. (2026 approved budgeted item – Operating Expenses)
- 5.8 Nancy Schenck - Vote to approve the Agreement with Outside In. (2026 approved budgeted item – Operating Expenses)
- 5.9 Nancy Schenck- - Vote to approve the Agreement with Hempfield Behavioral Health, Inc. (2026 approved budgeted item – Operating Expenses)
- 5.10 Nancy Schenck -Vote to approve the Agreement with Alternative Living Solutions. (2026 approved budgeted item – Operating Expenses)
- 5.11 Chris Smith– Vote to approve the 3<sup>rd</sup> Amendment to the Agreement with Eagle Response Services. (2026 approved budgeted item – Revenue from SARA Fund)
- 5.12 Kelsey Green – Vote to approve Change Order #2 with Coppola Services.
- 5.13 Kelsey Green – Vote to approve Change Order # 3with Coppola Services in the amount of \$34,340.00. (2026 approved budgeted item – Grant Funded)
- 5.14 Hanyu Zeng - Vote to approve the PHARE 2024/2025 Subrecipient Monitoring Agreement with YWCA Northcentral PA-Liberty House Program. (PHARE 2025 budget – Grant funded)
- 5.15 Leslie Kilpatrick – Vote to approve the three-year Agreement with Contrast Professional Services. (2026 approved budgeted item – Operating Expenses)
- 5.16 Leslie Kilpatrick– Vote to approve the purchase from Vicon in the amount of \$39,254.03. (2026 approved budgeted item- Act 13 funds)
- 5.17 Leslie Kilpatrick – Vote to approve the purchase from Vicon in the amount of \$35,627.67 for MDJ Gardner. (2026 approved budgeted item – \$19,000 Reimbursement from AOPC, balance from Capitol Expenses)

- 5.18 Jenny Picciano – Vote to approve the STEP 2024/2025 PHARE Subrecipient Agreement for Homes in Need/Urgent Need Program in the amount of \$200,000.00. (2025 approved PHARE budgeted item – Grant Funded)
- 5.19 Jenny Picciano – Vote to approve STEP 2024-2025 PHARE Subrecipient Agreement for the Master Leasing Program in the amount of \$150,000.00. (2025 approved PHARE budgeted item – Grant Funded)
- 5.20 Jenny Picciano – Vote to approve STEP 2024-2025 PHARE Subrecipient Agreement for the Supportive Housing Program in the amount of \$175,000.00. (2025 approved PHARE budgeted item – Grant Funded)
- 5.21 Jenny Picciano – Vote to approve the Agreement with Entech Engineering, Inc in the amount of \$26,900.00. (2026 approved budgeted item – DCED MAP Grant funds and Act 13 Funds)
- 5.22 Heather Lehman – Vote to approve the 2025 Agreement with Whitmoyer Cattle, LLC in the amount of \$3,800.00. (2026 approved budgeted item – Farm Operating Expenses)
- 5.23 Kimber Smith – Vote to approve the Agreement with Gregory A. Stapp. (2026 approved budgeted item- Operating expenses)

## **6.0 COMMISSIONER COMMENT**

## **7.0 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.

## **8.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, April 2nd, 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:**

Prison – Trey Mummey, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: April 6, 2026.

Prison – Colt Gregerson, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: April 6, 2026.

Prison – Adam Smith, Correctional Officer, Full-Time, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: April 13, 2026