

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



COUNTY OF LYCOMING  
48 West Third Street  
Williamsport Pennsylvania 17701  
Telephone (570) 320-2124  
Fax (570) 320-2127

---

CHRISTOPHER H. KENYON  
*Solicitor*

---

www.lyco.org  
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, APRIL 9, 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 4/15/26 to be paid on 4/8/26 in the amount of \$2,154,772.02.
- 2.2 Nicki Gottschall – Vote to approve the credit card cash requirement report of purchases from 2/20/26 through 3/26/26 in the amount of \$7,356.56

**3.0 INFORMATION ITEMS**

- 3.1 Michael Hagen - Elected Officials Personnel Actions:  
*Courts / President Judge Linhardt* – Paula Simpler, Temporary Executive Secretary, Part-Time, 5, \$23.81 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: April 13, 2026.

*District Attorney / Central Processing* – Tami Ungard, Central Processing Officer, Part-Time, PG9, \$25.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: April 13, 2026.

*District Attorney* – Peter Dibartolomeo, County Investigator, Part-Time, PG4, \$15.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: April 20, 2026.

*District Attorney* – Michelle McCabe, Law Clerk, PG12, \$29.68 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: April 27, 2026.

#### **4.0 ACTION ITEMS**

- 4.1 Michael Hagen - Vote to approve the Agreement with ESI Employee Assistance Group in the amount of \$12,978.60. (2026 approved budgeted item – Operating Expenses)
- 4.2 Adrienne Stahl– Vote to approve the Agreement with Frederick Patrick Santucci, Esq. (2026 approved budgeted item – Operating Expenses)
- 4.3 Gary Staggert– Vote to approve the Amendment to the Agreement with Moove NA Distribution. (2026 approved budgeted item – Operating Expenses)
- 4.4 Leslie Kilpatrick– Vote to approve the Preventive Maintenance Agreement with Suburban Inc. in the amount of \$3,499.00. (2026 approved budgeted item – Operating Expenses)
- 4.5 Leslie Kilpatrick– Vote to approve the Master Services Agreement with Gov AI Software Solutions, LLC in the amount of \$19,840.00. (2026 approved budgeted item – Operating Expenses)
- 4.6 Cameron Boyer – Vote to approve the Agreement with Pied Piper Pest Control in the amount of \$2,800.00 for the Prison and \$2,325.00 for the Pre-Release Center. (2026 approved budgeted item – Operating Expenses)
- 4.7 Shannon Barnes– Vote to approve the Agreement with Bradley A. Schriver, Fire and Explosion Investigations, LLC. (2026 approved budgeted item – Operating Expenses)
- 4.8 Shannon Barnes– Vote to approve the Agreement with Brian Girio in the amount of \$400.00 for Valuation Consultation Services. (2026 approved budgeted item – Operating Expenses)
- 4.9 Shannon Barnes– Vote to ratify the Agreement with Creative Benefits Inc in the amount of \$5,000.00. (Not an approved 2026 budgeted item- funds will be taken from – Contingency Funds)

#### **5.0 COMMISSIONER COMMENT**

#### **6.0 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.

#### **7.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, April 16th, 2026, at 10:00 A.M. in the Commissioner’s Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701