

Commissioners
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Chairman
MARC C. SORTMAN
Vice Chairman
MARK MUSSINA
Secretary



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, MAY 28, 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 BID OPENING

- 2.1 Nicki Gottschall - Open the following bid:
 - Vending Services

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 6/3/26 to be paid on 5/27/26 in the amount of \$1,717,662.40.

4.0 INFORMATION ITEMS

- 4.1 Forest Rothchild – DPS Update
- 4.2 Michael Hagen - Elected Officials Personnel Actions:
 - Courts* – Eliza Welshans, Clerk III, Part-Time, PG4, \$15.02256 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: May 24, 2026.
 - Courts* – Gabriel Hockman, Administrative Specialist, Full-Time, PG6, \$18.944695 per Hour, 75 Hours per Pay Period, Effective Date: May 24, 2026.
 - Sheriff* – Ryan Ransom, Deputy Sheriff 114, Full-Time, SD, \$23.9484 per Hour, 80 Hours per Pay Period, Effective Date: May 16, 2026.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Vote to approve the Salary Board minutes from the May 14, 2026 meeting.

5.3 Vote to approve the following Salary Board Actions:

DPS

- Remove Administrative Coordinator (PG6-Exempt) position from the TDA.
- Add Operations & Communications Center Administrator (PG8-Exempt) position to the TDA.

RMS

- Add Administrative Support Specialist (PG8) position to the TDA.

Planning

- Remove Community & Economic Development Planner position from the TDA.
- Add Planner position to the TDA.

District Attorney

- Add Temporary PT Law Clerk position to the TDA.

5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

6.1 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).

7.0 ACTION ITEMS

7.1 Gary Staggert - Vote to approve the Letter of Credit Application for Post Closure bonding with C& N Bank in the amount of \$35,295,618.00.

7.2 Kelsey Green – Vote to approve the Agreement with Applied Health Physics, LLC in the amount of \$3,500.00 (2026 approved budgeted item – Grant Funds.)

7.3 Kelsey Green– Vote to approve the Agreement with Larson Design Group in the amount of \$13,268.00. (2026 approved budgeted item – ARPA Grant Funding.)

7.4 Leslie Kilpatrick– Vote to approve the Agreement with eGoldFax in the amount of \$311.87 monthly. (2026 approved budgeted item – Operating Expenses)

7.5 Leslie Kilpatrick– Vote to approve the Switch Support Renewal with ePlus in the amount of \$31,914.78. (2026 approved budgeted item – Operating Expenses)

7.6 Leslie Kilpatrick – Vote to approve the three-year Maintenance Service Agreement with Northern Star Services in the yearly amount of \$4,833.00. (2026 approved budgeted item - Operating Expenses.)

7.7 Leslie Kilpatrick – Vote to approve the three- year subscription renewal with ServicePro in the amount of \$15,015.36. (2026 approved budgeted item - Operating Expenses.)

7.8 Cameron Boyer – Vote to approve the Agreement with Johnson Controls Fire protection LP in the amount of \$3,386.00. (2026 approved budgeted item - Operating Expenses.)

8.0 COMMISSIONER COMMENT

9.0 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.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, June 4th, 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:

Facilities Management – Matthew Andrus, Maintenance III / HVAC, Full-Time, PG8, \$28.00 per Hour, 75 Hours per Pay Period, Anticipated Start Date: June 15, 2026.

Prison – Kaleb Way, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: June 15, 2026.

Resource Management – Andrew Miller, Equipment Operator, PG6, \$22.336281 per Hour, 80 Hours per Pay Period, Effective Date: May 24, 2026.