

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 MINUTES
THURSDAY, MARCH 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 2nd 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 3/25/26 to be paid on 3/18/26 in the amount of \$1,073,489.92.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen - Elected Officials Personnel Actions:
Sheriff – Jordan Baier, Deputy Sheriff 1st Class, Full-Time, SD, \$29.612902 per Hour, 80 Hours per Pay Period, Effective Date: April 12, 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 March 5th, 2026 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
Domestic Relations
Reclassify PT Customer Service Specialist-Floater (PG4) to FT Customer Service Specialist (PG4) (66% Grant Funded).
District Attorney
Add a Temporary Law Clerk position to the TDA.

DPS

Add Learning & Developmental Coordinator position (PG9) to the TDA (80 hours, 100% PEMA Grant Funded).

Planning & Community Development

Add FT Zoning Officer-Floater position (PG8) to 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 2nd the motion. Approved 3-0

6.0 ACTION ITEMS

6.1 Elizabeth Biddle - Vote to approve Resolution 2026-12 designating officials to execute documents for pass through grant.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.2 Dustin Williams– Vote to approve the Agreement with Lecce Electric, Inc. (2026 approved budgeted item – Operating Expenses)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

Commissioner Metzger informed that in addition to listing whether an item is an approved budgeted item it is now broken down further and lists what part of the budget the expense will be taken from.

6.3 Brad Shoemaker – Vote to approve the Amendment to the Agreement with Viapath Technologies. (2026 approved budgeted item – Telephone Revenue)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.4 Hanyu Zeng – Vote to approve the Agreement with Environmental Planning & Design in the amount of \$149,930.00. (2026 approved budgeted item – 100,000.00 DCNR Grant, balance County Act 13 funds)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.5 Jenny Picciano – Vote to approve Resolution 2026-13 closing out the Community Conservation Partnership Grant Project for the Greater Williamsport Area Greenway Wayfinding plan.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.6 Cameron Boyer – Vote to approve the Agreement with Guardian Protection in the amount of \$2,735.08 for installation and \$228.84 yearly for service & inspection. (2026 approved budgeted item – Operating Expenses)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.7 Cameron Boyer – Vote to approve the Agreement with UGI Utilities, Inc in the amount of \$2,500.00. (Not a 2026 approved budgeted item. Funds available in the Equipment Non-Capital expense account)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

7.0 COMMISSIONER COMMENT

Commissioner Sortman commented on the necessity to do our due diligence ahead of time when doing any type of building or project in order to avoid and reduce errors. He expressed his appreciation for those that are questioning change orders when they come in. Commissioner Sortman explained that when an item is listed as operating expenses that most likely comes from property taxes paid by the taxpayer, DCNR Grant and Act 13 funds are monies don't affect us personally as a taxpayer. Act 13 funds are from the money collected from the gas industry known as impact fees. This money stays in the counties that are affected by the gas industry. There are 13 categories this money can be used for that are allowed by the state. It cannot be taken out and put into any other fund. Each individual municipality gets some of the money. With this transparency taxpayers can see where the money comes from and how is it being utilized.

Commissioner Metzger added that the County has received approximately \$42 million dollars since the beginning of Act 13 funds. The grant money that is awarded is critical to assisting the County financially.

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.

Jerry Walls, Loyalsock Township, talked about the potential negative impacts of staffing reductions in the Planning Department. Comments attached.

Commissioner Sortman responded that the staff is doing a phenomenal job, there is new talent in the department and they are revamping the department – not cutting,

Commissioner Metzger added that they are empowering the Planning Commission with more decisions and involvement. They are the ones with the expertise.

Mr. Walls announced that he has been appointed by the Governor to serve on the Natural Resources Advisory Council through DCNR. The Commissioners and Planning Department can let him know if there are issues that DCNR should know or can help with

Charles O'Brien, Lewis Township, talked about the project in Lewis Township to move the municipal building due to the damage it received during Hurricane Debbie. The new building will be built out side of the flood plain and house the Municipal Building and the

Township office. In addition, it would include the warming center – shelter. He thanked the Commissioners for their letter of support.

Director Barnes publicly thanked UPMC and Susquehanna Regional EMS for their donation of 12 bleed kits to Lycoming County. These kits are vital to law enforcement.

Sheriff Spiegel commended Sargent Kula for spearheading this donation. They have been placed strategically throughout the county. Law enforcement needs the tools to stop the bleeding at a scene until it is safe for EMS to come in. He expressed his gratitude for the donation.

YOU TUBE PUBLIC COMMENT

None

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, March 26th, 2026, at 10:00 A.M. in the Commissioner’s Board Room, 3rd 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=UYaL80f2lsA>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Planning & Community Development – Garrett Russell, Subdivision & Land
Development Administrator, Full-Time, PG9, \$43,660.50 Annually, 75 Hours per Pay
Period, Anticipated Start Date: March 23, 2026.

Lycoming County Commissioners

48 W. Third Street

Williamsport, PA 17754

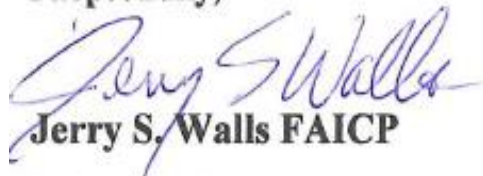
Dear Commissioners:

I am aware that you are planning to make substantial budget reductions for the County Planning and Community Development Department. As you are well aware I have a history of leading the Planning Staff from 1970 until my retirement in 2008. Our planning and community development impact was very positive and we received Outstanding Leadership and Development Impact awards on numerous occasions. The effect was very positive in helping us gain local municipal and business support and secure many grants to improve our communities and infrastructure !!! Those projects generated LARGE ECONOMIC VALUE !!!

If you cut the Planning Department Staff and Funding the NEGATIVE IMPACTS will be far-reaching and long-lasting!!! Just the loss of key Planners with strong professional talents will endanger the County's ability to secure State and Federal Grants !!!!!

PLEASE RECONSIDER ANY REDUCTIONS YOU MAY PLAN !!!

Respectfully,


Jerry S. Walls FAICP

Professional Planner