

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, APRIL 9, 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

Commissioner Sortman made a motion to remove two Information items for the District Attorney's office from the agenda. These items include the Central Processing Officer and the County Investigator.

Commissioner Mussina 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 4/15/26 to be paid on 4/8/26 in the amount of \$2,154,772.02.

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

- 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

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:
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)

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

- 4.2 Adrienne Stahl– Vote to approve the Agreement with Frederick Patrick Santucci, Esq. (2026 approved budgeted item – Operating Expenses)

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

- 4.3 Gary Staggert– Vote to approve the Amendment to the Agreement with Moove NA Distribution. (2026 approved budgeted item – Operating Expenses)

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

- 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)

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

- 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)

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

- 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)

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

- 4.7 Shannon Barnes– Vote to approve the Agreement with Bradley A. Schriver, Fire and Explosion Investigations, LLC. (2026 approved budgeted item – Operating Expenses)

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

- 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)

Mr. Mussina moved to table this item. Mr. Sortman 2nd the motion. Approved to table 3-0

- 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)

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

5.0 COMMISSIONER COMMENT

Commissioner Sortman read the attached letter regarding the nonprescription drugs that was sent to employees. His comments regarding this and the City’s choice not to have 4th of July fireworks are attached. He emphasized that the Commissioners office did not cancel the 4th of July celebration.

Commissioner Metzger added that many people have reached out to the Commissioners voicing how upset they are over the decision not to have a 4th of July Celebration including Veterans. He quoted one Veteran that stated it is a slap in every veteran’s face that the City of Williamsport is not celebrating the 4th of July. In addition to the County, the State police are also being criticized. He reported that they have reached out to the Mayor’s office to encourage them to revisit this issue. In his opinion it is an embarrassment for the County seat not to have a 4th of July celebration during the country’s 250th celebration.

Commissioner Metzger also commented on the video of the meeting in Muncy Township last night. He clarified that the casino license is for State College not Muncy and that Blue Whale is Bass Pro Shop. Bass Pro Shop wants to come to Lycoming County, bring development which brings jobs and taxes to the area. He asked that people work together for the betterment of the area and let go of their personal agendas.

Commissioner Sortman explained that several years ago every township and municipality had a one time vote to determine whether or not the community would or would not allow a mini casino. Whichever decision was made is a lifetime decision and cannot be changed. If anyone has concerns regarding a mini casino they should check to see how Muncy Township voted.

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.

None

YOU TUBE PUBLIC COMMENT

None

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, 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=I63uIiUfNEo>

COUNTY OF LYCOMING
DEPARTMENT OF HUMAN RESOURCES

Commissioners:

SCOTT L. METZGER
Chairman

MARC C. SORTMAN
Vice Chairman

MARK A. MUSSINA
Secretary



MICHAEL HAGEN
Director

KAREN STOPPER
Senior Benefits Specialist

TATYANA TURNER
Senior HR Generalist

LIMOR HIRSHBERG
Senior Recruitment Specialist

County of Lycoming Human Resources
48 West Third Street | Williamsport, PA 17701
570-320-2100 | careers@lyco.org

Date: April 8, 2026

Dear Employees and Retirees of Lycoming County,

This letter serves to formally notify staff and retirees of a change in medication availability at the Partnership Health Center.

Effective immediately, **over-the-counter (OTC) medications will no longer be provided** through the Partnership Health Center. This determination applies to all non-prescription medications previously available at the facility.

Please be advised that **prescription medications remain unaffected by this change** and will continue to be dispensed and managed in accordance with existing policies and procedures.

Your understanding and cooperation in this matter are appreciated. Should you have any questions or require further clarification, please contact the Partnership Health Center directly or myself at mhagen@lyco.org or (570) 320-2102.

Respectfully,

Michael Hagen

A handwritten signature in blue ink, appearing to read "Michael Hagen", is written over a horizontal line.

Director of Human Resources

Commissioners:

SCOTT L. METZGER
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MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

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Commissioner Sortman's Comments

4/09/2026

The three of us were immediately criticized for mismanaging and overspending causing this result. This isn't further from the truth. The three of us have cut millions of dollars in annual spending. This decision was based upon the simple fact it was an expenditure that is the root of bad government. I would defy anyone to find a tax payer, besides a government employee or retiree, that receives "over the counter drugs" at no charge in their healthcare plan. This is excessive in every sense of the word. So it's not mis management its properly controlling tax payers money.

My second comment is I want to be very clear that the three of us had no discussions nor were we invited to discuss the city's decision to not hold a 4th of July celebration. We were not consulted as to if we could help.