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Chairman
MARC C. SORTMAN
Vice Chairman
MARK MUSSINA
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JUNE 4, 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 SERVICE AWARDS

- 2.1 Board of Commissioners & Warden Brad Shoemaker – Recognize the following individual on his retirement and service to Lycoming County:
 - Deputy Warden Christopher Ebner – 35 years

Comments Warden Shoemaker attached

Deputy Chris Ebner spoke about his career working with the County for 35 years and what motivated him. He thanked everyone and wished everyone the best of luck.

Commissioner Metzger thanked Mr. Ebner for all that he did and accomplished during his years working for the County and in various roles. He specifically acknowledged the impact Mr. Ebner made in the mental health field. Commissioner Metzger pointed out that he has been a role model and mentor on and off the job.

Commissioner Sortman commented on Mr. Ebner's impressive career. He noted how welcoming and helpful Mr. Ebner was when he took office. Commissioner Sortman thanked him for his dedication, support and positive attitude wishing him the best in his future endeavors.

Commissioner Mussina applauded Mr. Ebner's compassion and vision in championing for the mental health needs of those incarcerated or in the legal system.

Former Commissioner Mirabito pointed out that Mr. Ebner always had the innate ability to take his demonstrated passion and empathy and translate that into policy and practice with the staff at the prison. He thanked Mr. Ebner for his vision to look beyond and for teaching others to do the same.

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 6/10/26 to be paid on 6/3/26 in the amount of \$2,269,396.99.

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

4.0 INFORMATION ITEMS

- 4.1 Amy Resh, Chief Executive Officer & Director - Lycoming County Library System Update Comments Attached

Commissioner Metzger asked Ms. Resh to respond to comments regarding the Plunketts Creek Service.

Ms. Resh responded that due to funding they are evaluating different ways that they can adjust that service to still serve the constituents in that area in a way that is not a duplication.

Commissioner Sortman thanked Ms. Resh for the update and the graphs she provided on their financials.

Former Commissioner Mirabito talked about the benefits of taking a child to the library during the summer and participating in the offered programming where they can enhance their learning and engage with their peers, avoiding the summer slump in learning. Commissioner Mirabito provided statistics on single parent homes and the number of these homes that are female headed households. Commissioner Mirabito talked about the impacts of funding cuts on the services the library can offer likening it to the cuts made in the mental health field, noting the problems don't go away. Commissioner Mirabito pointed out how fortunate Lycoming County is to have a library system, and the benefits of this system, that most counties do not have.

Commissioner Mussina spoke about the benefits to families who utilize the library and the many programs they offer. He noted the importance of maintaining the library system Lycoming County has. Commissioner Mussina explained that as a member of the board he has learned that there are many rules and regulations the library has to follow in order to operate the library system. He also explained the benefits of the intra-library service that is offered by the library which allows the exchange of materials between the different libraries.

Commissioner Mussina congratulated the Odyssey of the Mind student academic teams that made it to the World finals held in IOWA as well as their coaches.

Commissioner Metzger spoke about an article he read regarding America 250 and how a teacher changed her students' behavior by inviting an author to speak to them about patriotism. The author encouraged all to put down their phones and pick up a book which will make you better and smarter. Commissioner Metzger encouraged all to follow this advice.

- 4.2 Michael Hagen – Elected Officials Personnel Actions
District Attorney – Annah Krol, Law Clerk, Part-Time, PG4, \$29.68 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: June 8, 2026.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD - SALARY BOARD MINUTES CAN BE FOUND ON LYCO.ORG>ELECTED OFFICIALS>CONTROLLER

- 5.1 Convene Salary Board.
- 5.2 Vote to approve the Salary Board minutes from the May 28, 2026 meeting.
- 5.3 Vote to approve the following Salary Board Actions:
Prison
- Add temporary (Limited to 160 hours) Deputy Warden of Inmate Services 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).

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

7.0 ACTION ITEMS

- 7.1 Gary Staggert – Vote to approve the Lycoming County Landfill & Transfer Station Annual Reports.

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

Commissioner Sortman explained that based on this report that is sent to the Department of Environmental Protection there is approximately 2.5 million tons of capacity left at the landfill. This is less than 8 years of our landfill with no addition. Currently the landfill is working on obtaining a permit to expand which can take up to 5 years.

Commissioner Metzger pointed out that this shows how critical the need is to expand.

- 7.2 Brad Shoemaker - Vote to approve the MOU between the Lycoming County Prison and Pre-Release Center and AFSCME (Not a 2026 approved budgeted item – funds available through Operating Expenses)

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

Commissioner Metzger asked about the possibility of workers from different departments helping out at the prison and 911 to cover the shortages. Ms. Gottschall responded that an employee can't have two different rates of pay in the payroll system. If their employee

status is changed it will cause problems with their w-2 forms. There are many different facets to look at. Each individual and situation would have to be looked at.

- 7.3 Forest Rothchild– Vote to approve the Amendment to the Agreement with ThisGen Inc.

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

Commissioner Metzger informed the public that since Mr. Rothchild spoke at the last meeting, the three Commissioners and the Director of Operations went out to DPS on two different nights and met with the staff who provided them with a lot of good ideas and information to discuss. Per Commissioner Metzger it was stressed to the employees that the Board is here to help them and as a team they will tackle the issues in order to get the problems resolved.

Mr. Rothchild thanked the Commissioners for coming out and sitting with the dispatchers. He encouraged them to continue to come out, at separate times which would allow them to gain different perspectives.

- 7.4 Leslie Kilpatrick – Vote to approve the Service Order with Comcast. (2026 approved budgeted item – Operating Expenses)

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

- 7.5 Leslie Kilpatrick – Vote to approve the Service Agreement with Keyser Consulting Group in the amount of \$1,100.00. (2026 approved budgeted item – Operating Expenses)

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

- 7.6 Leslie Kilpatrick– Vote to approve the Amendment to the Agreement with Mailroom Systems, Inc. (2026 approved budgeted item- Operating Expenses)

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

- 7.7 Leslie Kilpatrick– Vote to approve the Service Agreement with CDW-G in the amount of \$733.91. (2026 approved budgeted item – Operating Expenses)

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

- 7.8 Leslie Kilpatrick – Vote to approve the Service Agreement with CDW- G in the amount of \$289.68. (2026 approved budgeted item – Operating Expenses)

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

- 7.9 Cameron Boyer – Vote to approve the Agreement with Fry’s Fire Protection in the amount of \$725.00 (2026 approved budgeted item – Operating Expenses)

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

- 7.10 Shannon Barnes – Vote to ratify the Settlement Agreement with Keystruct Construction, LLC in the amount of \$200,134.36. (Not a 2026 approved budgeted item – Funds available in the General Fund)

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

- 7.11 Shannon Barnes- Vote to ratify the Agreement of Sale with Fish Reality for the property at 19 Wagner Road, Piatt Township in the amount of \$347,000.00. (2026 approved budgeted item – Act 13 funds)

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

Commissioner Metzger reported that after reviewing everything the purchase of this building would save the county approximately 1 million dollars as well as time that it would take to build a new facility. This was presented to Judge Dieter and the Courts who are all in agreement with this decision. This building will be safer and more secure.

- 7.12 Nicki Gottschall- Vote to approve the Agreement with Paylocity for a Human Resources and Payroll System. (Not an approved 2026 budgeted item. Operating Expenses are available between departments)**

Ms. Gottschall explained how the Paylocity system will benefit the Controller's office processing the different forms of payroll they currently administer manually. Departments will be able to run reports on overtime, salaries and pay raises to see how it impacts budgets. It will free up staff to concentrate on other duties.

Mr. Hagen reported that this system will allow everything to be done electronically and in one system. In addition, it will allow the County to recruit on different platforms that currently charge a fee and expedite the onboarding process as it will be available for mobile use. This will also make open enrollment more efficient. Training and compliance will also be in this system which will aid in making sure compliance standards are met. This system would allow messages to be sent to all employees in the event of an announcement.

Commissioner Sortman commented that this system covers a lot of what the County was looking for, will be able to communicate with other systems and is a step toward a new direction.

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

Commissioner Metzger indicated that there is a one-time fee due this year. The funds will be allocated from several different departments and then it will be incorporated into the 2027 budget.

8.0 COMMISSIONER COMMENT

Commissioner Metzger announced that there will be a County Job Fair on the 1st floor of TSP on June 26th organized by Limor Laramy, HR. to recruit for several open positions.

Director Barnes added that currently 11 departments are participating.

Commissioner Sortman – Comments attached. In addition, he commented that there have been a lot of changes that the staff has experienced, acknowledging that this can be difficult. He hopes that Lycoming County will be better off with the changes.

Commissioner Mussina spoke about Pride month clarifying that Pride month is about support for those in the LGBTQ community, not recruitment. He emphasized the need to be kind and accepting of those that are different than us. Commissioner Mussina referenced suicide rates in the LGBTQ community being a result of social stigma, discrimination and family rejection.

Commissioner Metzger spoke about the need to replace the flag markers in many of the cemeteries for the veterans' graves. He thanked a community volunteer for bringing this to his attention. He plans on talking to the Veterans Department about this as well as ideas to fund this.

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.

None

YOU TUBE PUBLIC COMMENT

None

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, May 14, 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=R3IVLlffAIg>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Adult Probation – Alexandria Horafus, Adult Probation Officer II, Full-Time, Union,
\$23.82 per Hour, 80 Hours per Pay Period, Effective Date: June 7, 2026.

Presentation/Comments Warden Shoemaker

A 1987 graduate of Muncy Area High School and a 1991 graduate of Mansfield University, Christopher J. Ebner, who is also known by his friends as Bubba, became a member of the Lycoming County Government family in 1991 when he was hired as a Part-Time Resident Supervisor at PRC.

Chris eventually moved to full-time and remained in that role until 1992 when he was hired as an Adult Probation Officer. His tenure in the probation office lasted from 1992-1997 where he worked alongside a future warden, a future county commissioner and other future county leaders.

In 1997, Chris transferred to the prison where he assumed the role of Prison Release Officer and eventually Supervised Bail Coordinator. He used his strong working relationship with the Courts to coordinate the placement of inmates on supervised bail and help control the prison population.

Between 1997 and 2013, Chris continued to oversee the bail program as well as working with various county offices and agency partners in coordinating the transition of incarcerated persons to release on bail.

In 2013 Lycoming County was experiencing jail overcrowding and County leadership worked together to develop alternatives to incarceration. Chris was promoted to Bail Release Program Manager and was tasked with creating an expanded bail release program for the prison and county. His knowledge and experience in working with supervised bail and the courts made him the perfect candidate for the job. Under his guidance, the bail program was expanded, multiple bail officer positions were created and the bail program was a key contributor to reducing jail population in Lycoming County.

In October 2014, Chris was promoted again, this time to Deputy Warden of Inmate Services. The retirement of long-time deputy warden Tim Mahoney meant that Chris had some big shoes to fill but we all knew Chris was prepared for this challenge.

As DW of Inmate Services, Chris has participated in the formation of the county Reentry Coalition, assisted with the Prison Recidivism Study with Lycoming College, served on the Lycoming County Criminal Justice Advisory Board and many subcommittees, was a member of Forensic Mental Health Review Team, was part of various Treatment Courts, helped in the development of the county Stepping Up Initiative, was one of the initial members of the County Hostage Negotiation Team and he worked closely with GEO Reentry Services to establish a Reentry Coordinator position to help with transition of inmates back to the community. While this list is not exhaustive of his efforts, it gives you an idea of the impact he has had.

Chris has dedicated his career and is a champion for treatment services, specifically mental health. He has developed strong and lasting relationships with the treatment community, Lycoming County MH/ID, self-help organizations and multiple volunteer organizations. His commitment is witnessed in the numerous programs offered both at the prison and PRC to improve the lives of persons in prison and PRC.

Chris has always focused on a team concept. He spent many years coaching his children in various sports and carried on that team concept in his roles within the prison system. He was

never one to shy away from a challenge, most often taking the lead but also remaining humble and never looking for recognition.

I stand here today proud to call him a co-worker but more so, I am honored to call him a friend. We have experienced many highs and lows over the last 16 years but one thing remained constant, when I needed Chris, he was ready to answer the call and face the challenge. I will miss coming to work and being greeted by him saying “Hey, thanks for coming in today”.

Chris, I hope you are able to look back on your career and truly appreciate the impact you had on people’s lives. I want to wish you the very best in your retirement and hope that someday in the near future we can sit down and reminisce on all of the good times we shared.

Amy Resh Comments

Good morning Commissioners and Directors,

Thank you for giving me a few minutes on the agenda today. I am Amy Resh, System Administrator of the Lycoming County Library System and Chief Executive Officer and Director of the James V. Brown Library.

I want to begin by thanking County Commissioners for their continued support of the Lycoming County Library System- this support allows us to provide library services for all County residents. In 2026, patrons have already used library computers for 5,000 usage sessions (a session is when a patron sits at a computer station in the library) and connected to the 6 Wi-Fi points at each building 50,000 times. This reiterates our community's need to rely on libraries as lifelines for daily connectivity needs. We also want to highlight our commitment to being good fiscal stewards of County funding- as of May 31, 2026, we have saved county residents \$2.8 million dollars by checking out physical materials instead of purchasing them. This return-on-investment highlights how libraries take the funds they receive and multiply them within communities.

I want to highlight some of the accomplishments from each library from January through May this year.

The Montgomery Area Public Library continued to expand programming and community engagement opportunities for all ages, offering regular programs such as Book Buddies, LEGO Club, STEAM activities, Junk Journaling, Coffee, Color & Chat, and special family events. The library also secured a \$20,000 American Library Association Libraries Transforming Communities grant to support accessibility and community-centered improvements.

The Muncy Public Library continued to provide fun and innovative programming for all ages. Such as children's literacy programming, provided twice weekly, while fostering learning through curiosity about animals and agriculture. Adults and children alike appreciate the hands-on experience of meeting a licensed therapy dog, a hermit crab, and an angora rabbit. Adult and family miniature crafts, book bouquet making, tie-dye, Pokemon club, a fossil find in our park, and a partnership with Montgomery's Summer Alive program for children are some of the things patrons are looking forward to this summer.

The Dr. W.B. Konkle Memorial Library's long-running Toddler Time and Preschool Story Hour programs had nearly 750 visits. Another exciting program was a very well-attended Centered Earth Pottery Painting session that drew an impressive 10 of 21 attendees. The Hammer-Dyed Flower Art program for teens and adults got wonderful feedback from attendees and requests for a repeat. 126 third graders from the Montoursville Elementary Schools visited again this year on their Annual Walking Tour of Montoursville to learn about the history of our library and hear about our summer programming. Over 70 community members attended the

Student Artist Reception in partnership with the elementary, middle, and high schools in the Montoursville Area School District.

The Hughesville Public Library's Teen Science Café connects local industry, community partners, and youth through engaging STEM experiences in an informal setting. The program introduces students to real-world career pathways while building workforce and problem-solving skills through hands-on learning and interaction with professionals. *Momentum Makers*, featured Jennifer Miller, Senior Director of Engineering at Lycoming Engines, who shared how engineering principles apply in industry and discussed STEM career opportunities and educational pathways.

James V. Brown Library programming saw strong community participation through a wide range of educational and enrichment opportunities. Highlights included a community Resource Fair, monthly fitness and nutrition programs, a tea party celebration of James V. Brown's 200th Birthday, a program with the Lycoming County Genealogical Society, Baby Playdates, Sewing Basics for Tweens and Teens, Spanish for Travel, and Remake Learning events.

James V. Brown Library is excited to continue lifelong learning with library staff members, including Spanish language certifications and fraud prevention. These opportunities were attended by staff and trustees alike. In Lycoming County, there were severe cases of financial fraud, as recent as this year, with a local Loyalsock individual losing \$450,000 to an investment scam between June 2025 and January 2026. Having an educated staff allows us to help patrons who may be contacted in these fraudulent situations.

In closing, as you review the summer learning TAB and other handouts are available at LCLS member libraries as you will see the upcoming summer programming and events that each of our libraries will be hosting. We have programs and opportunities for people of all ages, including teens. I hope you can join us at one of the member libraries to experience the joy and excitement around summer learning.

Thank you again for time and consideration; are there any questions?
Thank you to the following trustees who are here in support of libraries today:

Ben Brigandi, President of Lycoming County Library Systems John Confer, for
James V. Brown Library

Rick Mirabito, for James V. Brown Library

Tom Zimmerman, for Friends of the James V. Brown Library

James V. Brown Staff Members Present:

Kristin Caringi, Chief Financial Officer

Andrew Henley, Assistant Director

Savannah Lorson, Development, Marketing and Public Relations Director

Comments – Commissioner Sortman

I was talking with one of my most favorite staff the other day, and although they meant absolutely nothing with the comment, they stated that at times maybe it seems the county is “on fire”. I also didn’t think much of it at the time, but as I later contemplated it, I was thinking we are far from that and decided I should address in more detail the positive direction the county is in.

First and foremost, would be the financial status, that really is the main responsibility of the three commissioners. When the three of us started together we did not have audits going back over 4 years, we had an individual in charge that had no sense of urgency to get them done and no idea of any true balances of the county’s finances. We adjusted the personnel issue and promoted Mya Toon who was very instrumental in fixing this problem along with our Controller Nikki Gottschall and Treasurer Cindy Newcomer. Today we have a balanced budget, reduced spending and a strong understanding of the overall financial future.

Our HR department had gone through several managers in a very short period of time, we were able to hire Michael Hagen and he stabilized the department as well as right sized it. HR is always a difficult area but with his leadership I believe it is a department that staff is comfortable approaching and getting challenging questions answered.

There were retirements in the county leadership that allowed us to recruit a manager from a local company, Shannon Barnes, she has created a new direction of the county including empowering the department managers to run and operating by asking what can the commissioner’s office do to support and not drive. We also promoted Cameron Boyer into the role of Facilities Manager. He is getting changes and improvements to the buildings and grounds at the county with fresh ideas and cost savings measures.

Then there are the hot topics such as the landfill. Told for many years to previous commissioner boards that it was a cash cow for the county. Again, with the help of our financial team, controller and treasures office we learned this was far from the truth, yes, a lot of money came into the general fund from RMS, but unfortunately more money was being spent out of the general fund to support the costs of RMS. We separated out the accounts so we have a clear picture of the RMS financials and with our new management team have worked on cost savings, new directions and policies to improve productivity and income. We hope to have the “host fee” reinstated in the future to actual provide money to the general fund. The other hot topic is the personnel situation in our public safety call center. Although highlighted in the last few weeks the shortage of staff, according to our own staff in the center, has been a problem since 2012. We are very aware and with the hire of our Public Safety Director, Forest Rothchild, we have a clear plan to hire and train new staff, although admitted by all involved this is a long process of training. We will get to a full staff compliment but it may take as long as 17 months.

The coroner, Chuck Kiessling, is very proud of his new facility and we are happy to say after many years of him requesting a new facility there is one and it is fully operational it is very state of the art and ready to carry us through the next few decades.

We have worked with our courts and have been able to streamline departments such as Adult Probation, Juvenile Probation and Bail (now known as pre-trial services) into a very well-functioning department run by the court administrators' team. With our new President Judge, Judge Lenhart we have seen positive changes in procedures and cost savings measures.

Voter Services, managed by Forrest Lehman, continues to amaze me as I watch the voters returns and calculations come in. It continues to be a well-oiled machine.

Other departments such as Planning, Assessment, IT have all been evaluated and right sized and staffed with very caring personnel that are eager to continue to serve the tax payers as we continue to look to do more for the tax payers of Lycoming County while focusing on our fiduciary responsibility of their money.

All and all I believe the county is moving in the right direction, I hope I did not miss any of our departments, as they all perform great duties within the county.

I would also like to thank my dear friend Marcie Benson for my beautiful America 250 lapel pin that I will wear proudly through America's 250th birthday.