

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, JULY 2, 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 AWARD

- 2.1 Forest Rothchild – JWD Award. Comments – see attached

Samantha thanked the Commissioners and reiterated that it was a team effort.

Commissioner Metzger commented on the professionalism, calmness and teamwork the dispatchers utilize when answering calls that he has observed and expressed his appreciation for the jobs they do.

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 7/8/26 to be paid on 7/1/26 in the amount of \$441,679.97.

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

4.0 INFORMATION ITEMS

- 4.1 Forest Rothchild – 911 Center Recruiting Efforts – comments see attached

Commissioner Metzger commented on the lengthy training process in place for a dispatcher and that not everyone learns at the same speed.

A discussion followed on the training requirements for a dispatcher as well as the certifications they need to obtain. For more details click on the link posted below 10.0

- 4.2 Nicki Gottschall for Michael Hagen - Elected Officials Personnel Actions: *District Attorney / Processing Center* – William MacInnis, Jr., Processing Detective, Full-Time, PG9, \$52,000 Annually, 80 Hours per Pay Period, Anticipated Start Date: July 13, 2026.

5.0 PERSONNEL ACTIONS

- 5.1 Nicki Gottschall for 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 with deletions. Mr. Sortman 2nd the motion. Approved 3-0

Recess Commissioners Meeting for the Community Development Block Grant Public Hearing

6.0 PUBLIC HEARING FOR FFY23 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM MODIFICATION

- 6.1 Convene Public Hearing
- 6.2 Larissa Hassinger – Review proposed FFY 2024 and FFY 2025 Budget modification and certification
- 6.3 Public Comment - **None**
- 6.4 Adjourn Public Hearing

Reconvene Commissioners Public Meeting

7.0 ACTION ITEMS

- 7.1 Larissa Hassinger – Vote to approve the CDBG FFY 2024 and FFY 2025 Budget Modifications and Certifications and submittal to DCED. (CDBG FFY24 & FFY 25 approved budgeted items)

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

- 7.2 Gary Staggert - Vote to approve the Agreement with JJ Powell, Inc. (2026 approved budgeted item - Operating Expenses.)

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

- 7.3 Leslie Kilpatrick – Vote to approve the Software Purchase from E-Plus in the amount of \$18,762.13. (2026 approved budgeted item – Operating Expenses.)

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

- 7.4 Shannon Barnes– Vote to approve to remove current Policy 211:” New Employees Meeting the Commissioners” Rev.01, Dated 9/20/2007 and Policy 200: “Conduct” Rev.01. Dated 6/24/1999 from the Policy and Procedures Manual.

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

8.0 COMMISSIONER COMMENT

Commissioner Metzger commented on the shooting that took place earlier in the week and offered the County’s condolences and prayers to the family and friends of the individual

who died. He referenced the open meeting that was held regarding juvenile violence in the community. The ultimate goal per Commissioner Metzger is to prevent crime. Accurate information is needed to obtain this goal. Strategies and solutions need to be developed through a coordinated effort. He encouraged all residents to get involved. Commissioner Metzger advised all to secure guns both at home and in vehicles. He announced that the County is looking to partner with the PA Commission on Crime and Delinquency Office of Gun Violence Prevention. Stakeholders are beginning the process of applying for funding. Planning sessions will be held bringing together community leaders, law enforcement, school districts, justice stakeholders, healthcare workers and youth. As a team a plan with proven intervention strategies will be developed. The Office of Gun Violence Prevention addresses gun violence, unintentional shootings, interpersonal violence and firearm suicides. Throughout the process we will keep the residents informed and let them know how they can get involved. Commissioner Metzger indicated that he would like Youth Commissions brought back to help reduce the less serious offenses. There is one in Hughesville that is having good results. Juveniles need to learn accountability and parents need to hold their youth accountable. We will try to help those that want the help and hold accountable those who refuse it.

Commissioner Mussina pointed out that there are many programs out there to deal with the issue of juvenile violence that are successful. Finding funding and ways to implement them present the challenges, what programs can you provide outside the home that help inside the home. These are societal issues that are ongoing and need to be looked at from all angles. Commissioner Mussina thanked Walt Straiton for his vision and hard work in coordinating the PA 250 Concert noting that it took a year to plan the event.

Commissioner Sortman announced that the County had a great financial week. We cleaned up some debts and straightened out our books. Things are moving in the right direction financially. Commissioner Sortman added that he is excited about the direction that DPS is taking.

Discussion was held about the heat wave, the need to stay hydrated, bring pets in and check on the elderly. They cautioned everyone to be careful in the heat.

Commissioner Metzger promoted the Jersey Shore parade that will take place tonight and celebrates their 200th anniversary. He also thanked Hughesville for hosting the 4th of July Fireworks scheduled for Saturday.

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.

Bruce Clark, Muncy spoke about the Second Amendment of the Constitution, as well as court cases that have upheld this amendment. He stated his opinion that there should not

be any storage restrictions on firearms. Mr. Clark acknowledged that juvenile violence is a societal issue, but does not agree that taking away people's rights is going to work.

Commissioner Mussina responded reminding all that Commissioners, District Attorney's and Sheriff's do not have the ability to make laws. He suggested addressing concerns with the right representatives.

YOU TUBE PUBLIC COMMENT

None

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, July 9th, 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=45C6w-oZS2s>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Internal Changes:

Planning & Community Development – Heather George, Zoning Officer II, Full-Time, PG9, \$55,000 Annually, 75 Hours per Pay Period, Effective Date: July 5, 2026.

Planning & Community Development – Patrick Riedy, Zoning Officer I, Full-Time, PG9, \$50,000 Annually, 75 Hours per Pay Period, Effective Date: July 5, 2026.

Pre-Release Center – Cana Riley, Resident Supervisor, Full-Time, Union, \$20.70 per Hour, 80 Hours per Pay Period, Effective Date: July 5, 2026.

New Hires:

Facilities Management – Brooke Bower, Custodial Worker, Full-Time, PG3, \$14.7408 per Hour, 75 Hours per Pay Period, Anticipated Start Date: July 13, 2026.

Prison – Martyna Leonczuk, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 13, 2026.

Resource Management – Warren Nelson, Equipment Operator, Part-Time, PG6, \$18.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: July 13, 2026

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.~~

These are to be removed as they are duplicates from prior meetings

COMMISSIONER RECOGNITION

Telecommunicator II Samantha Gordner — 911 Communications Center

Presented By	Forest W.S. Rothchild, Director of Public Safety
Date	July 2, 2026 — Lycoming County Board of Commissioners Meeting
Re	Recognition of a Job Well Done — Telecommunicator II Samantha Gordner, County of Lycoming 911 Communications Center

Speaking Notes

Every day and every night, Lycoming County's 911 Telecommunicators do work most residents never see — the calm voice on the other end of the worst moment in someone's life. Today I want to recognize one of them, and through her, all of them.

- On February 10, 2025, our 911 Center received a call that escalated into a high-risk, life-threatening incident in Montoursville Borough, requiring a significant law enforcement response.
- Telecommunicator II Samantha Gordner was in direct voice contact with a person inside the residence for an extended period under extraordinary pressure.
- She maintained her composure throughout, kept the caller engaged, and ensured that everything she heard and observed was relayed in real time to commanders and personnel on scene — intelligence that directly supported the response.
- Her handling of the call was later recognized in subsequent legal proceedings as an example of exceptional professionalism under pressure.

TCII Gordner's actions that night was exceptional, but the composure and discipline behind them are the standard we expect from every seat in that Communications Center, every shift, every day. On behalf of the Department of Public Safety, I ask the Board to join me in recognizing TCII Samantha Gordner — and, through her, all of the Telecommunicators who serve our residents from behind the console.

Background / Supporting Detail

Note: call specifics are withheld from this public-facing document out of respect for the individuals involved and the sensitivity of an incident tied to ongoing legal proceedings. Full details are documented in the incident record.

- Incident: High-risk, life-threatening event, Montoursville Borough — Feb. 10, 2025.
- Action: Extended, direct voice contact with a party inside the residence during an active, dangerous situation; sustained real-time coordination with on-scene command.
- Outcome: Conduct on the call was later recognized in the course of subsequent legal proceedings as exemplary.
- Framing for the Board: this incident is illustrative, not exceptional, of the daily standard held by DPS 911 Telecommunicators.

“Lycoming County is proud to recognize TCII Samantha Gordner for her dedication, skill, and composure in service to the citizens of this community.”

PREPARED REMARKS

911 Communications Center — Staffing & Recruiting Status Update

Forest W.S. Rothchild, Director of Public Safety — Board of Commissioners Meeting, July 2, 2026

Good morning, Commissioners,

Three weeks ago, the 911 center was running on a skeleton crew. This morning, I'm here to tell you that's changing, and I want to walk you through why.

Six resumes from our career fair. Eight more through our other outreach channels. Three more just yesterday. Two current county employees asking to work part-time in the center. One former employee asking to come back.

That's twenty people, in two weeks, choosing this center. Twenty people who work for this county, or want to, telling us with their feet that this work is worth their time. That is not a recruiting statistic. That is a vote of confidence.

Credit for the career fair belongs with Limor Hirshberg Laramy and HR — that pipeline does not exist without the work they put into coordinating it.

I also want to correct something making the rounds on social media. A post using a Lycoming hashtag shared an article about a Moetivations staffing contract — but that contract belongs to **Franklin County**, not Lycoming, and not Franklin Township. Franklin County approved roughly a hundred and sixty-three thousand dollars for that arrangement. Nothing has actually started there — no training materials delivered; no dispatchers onboarded. And their situation is not ours: a far larger call volume, a far larger staff, a budget built for a different scale of operation entirely.

Our own conversations with that same vendor are separate, and early — and one of the roles under discussion is a training coordinator, which brings me to the heart of what I want to ask you for this morning.

We are actively searching for a dedicated training coordinator. Until we find one, we are not standing still. A qualified point of contact from our senior dispatch staff is handling quality assurance and training oversight right now. That is a bridge, not a foundation — a defined measure with a defined end date, not a lowered bar. Every candidate still walks the full path before they sit a console alone.

What I am asking this Board for is simple: let us keep walking candidates across that bridge. Do not let the search for a permanent coordinator become a reason to stop hiring today. And when the ordinary friction of onboarding shows up — payroll setup, classification paperwork — let's treat it as something to solve, not a reason to wait.

This is bigger than my department. As we scale this pipeline, we may ask other departments for help — HR capacity, budget coordination, whatever it takes. Getting this center fully staffed is a county priority, and we intend to work every line necessary to get there.

Before I close, one more thing. The people already inside that center absorbed the strain of being short-staffed, month after month, shift after shift. This Board recognized that recently with a compensation adjustment, and I want to be clear about what that was: a kind, deliberate gesture from this Commission — not something owed. It mattered. On behalf of that team, thank you.

So here is where we stand. Twenty candidates in motion. A vendor conversation that could ease the load while we build. A team that has already proven it will do the work. What we need now is room to keep going.

Thank you. I'm happy to answer any questions.