

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, AUGUST 20, 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 BID OPENING

- 2.1 Emily Snyder for Nicki Gottschall - Open the following bid:
 - Lycoming County Flood Warning System Upgrades

Lycoming County Flood Warning System Upgrades		
Company Name	Submitted Amount	Date Submitted
Keystone Communications	\$1,254,128.70	8/6/2026

3.0 REPORTS

- 3.1 Emily Snyder for Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 8/26/26 to be paid on 8/19/26 in the amount of \$1,057,443.27.

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

4.0 INFORMATION ITEMS

- 4.1 Michael Hagen – Elected Officials Personnel Actions:
New Hire:
District Attorney – Peter DiBartolomeo, County Investigator, Part-Time, DA, \$15.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: August 24, 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 August 6, 2026 Salary Board meeting.
- 5.3 Vote to approve the following Salary Board Actions:
 - RMS
 - Add a FT Weighmaster position to the TDA.
 - Add a PT Recycling Floater position to the TDA.
 - Planning
 - Remove Transportation Planner position from the TDA.
 - Remove Deputy Director position from the TDA.
 - District Attorney
 - Remove PT Temporary Law Clerk position from the TDA (as of 8/30/2026).
 - Sheriff
 - Remove PT Sergeant position from the TDA.
 - Prison
 - Add PT LPN position to the TDA.
 - DPS
 - Add 4 PT Telecommunicator positions to the TDA.
 - Reclassify EMA Manager (PG 10) to EMA Coordinator (PG 9).
 - Courts
 - Add an Administrator of Probation and Pretrial Services to the TDA (PG 12).
 - Remove Supervisor position in Adult Probation from the TDA.
 - Add Supervisor position in Juvenile Probation to the TDA (PG 10).
 - Remove Deputy Chief position in Adult Probation from the TDA.
 - Remove Deputy Chief position in Juvenile Probation from 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 Kimber Smith - Vote to approve the Amendment to the Agreement with Gregory Stapp. (Not an approved 2026 approved budgeted item - funds are available in Legal Expenses.)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
Commissioner Sortman commented that the funds were moved from the scanning funds which is actually an income source. Moving this to the legal side will not affect the budget.

- 7.2 Nancy Schenck – Vote to approve the Agreement with Diversified Treatment Alternative Centers (2026 approved budgeted item – Operating Expenses.)

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

- 7.3 Nancy Schenck– Vote to approve the Agreement with Diakon Child, Family and Community Ministries. (2026 approved budgeted item – Operating Expenses)

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

- 7.4 Nancy Schenck– Vote to approve the Agreement with Crossroads Counseling, Inc. (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 Order Agreement with Comcast for TSP Alarm Lines. (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 Service Order Agreement with Comcast for Courthouse and Domestic Relations Alarm Lines. (2026 approved budgeted item – Operating Expenses)

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

- 7.7 Forest Rothchild –Vote to approve the Radiation Emergency Response Grant Agreement.

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

- 7.8 Forest Rothchild – Vote to approve the Agreement with Moetivations, Inc.in the amount of \$185,000.00. (Not an approved 2026 approved budgeted item - funds are available through 911 Grant funds,)
Due to a discrepancy in dates Mr. Rothchild requested that this be approved pending corrections to the dates.

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

Forest Rothchild Update -see attached

- 7.9 Shannon Barnes – Vote to approve the Agreement with Green Valley Recording. (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 approve the Amendment to the Agreement with William Miele, Esq. (2026 approved budgeted item - Operating Expenses.)

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

7.11 Shannon Barnes -Vote to approve the Agreement with Louise Luck, M.A. (2026 approved budgeted item - Operating Expenses.)

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

7.12 Shannon Barnes – Vote to approve the Agreement with Mark Wahl. (2026 approved budgeted item - Operating Expenses.)

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

7.13 Shannon Barnes – Vote to approve the updates to Retiree Hires Policy 204.

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

7.14 Shannon Barnes – Vote to approve the updates to Seniority Policy 205.

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

8.0 COMMISSIONER COMMENT

Commissioner Sortman thanked the Court System and staff for all they did evaluating their staffing needs, reducing the payroll and operating more efficiently. Commissioner Sortman commented on the changes at DPS noting that they are moving in the right direction. Commissioner Sortman pointed out that prior to putting the farm house and adjacent lot up for sale it was brought to a meeting for a vote and there was time for public comment prior to the vote The lot is too small to accommodate a data center. The property is zoned Institutional. He assured all that they are not getting rid of the Farm. The plan is to make this an educational and a resource center for the youth and farming community. The proceeds from the sale of the house and lot will be put back into maintaining and the upkeep of the farm. There will not be a data center or a housing complex.

Commissioner Metzger added that the farm house sat vacant for many years. By subdividing the lot, it creates two properties instead of one that are placed back on the tax rolls. Commissioner Metzger reported that the couple that is interested in purchasing it, plans to build a house on it. The monies received from the sale will go back to maintaining the farm and repairing the barn. In addition to being the only county to own a farm there is a long history/legacy with that farm that we want to maintain.

Commissioner Mussina spoke about the impact of social media on today's society. It has given everyone a voice. It is up to each individual to decide what is relevant, what is accurate and what is skewed.

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, August 27, 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=0fX9ywLQodI>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Internal Changes:

Public Safety / Communications Center – Jessica Ivankina, Telecommunicator II, Part-Time, PG9, \$23.40 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: August 30, 2026.

Newhires:

Prison – Brandon Barrett, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 24, 2026.

Prison – Debra Lestoric, Correctional Officer, Full-Time, Union, \$21.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: September 7, 2026.

Prison – Halie Marriott, PRC Counselor, Full-Time, PG9, \$24.1812 per Hour, 80 Hours per Pay Period, Anticipated Start Date: September 8, 2026.

Public Safety – Travis Johnson, SARA Support Specialist, Part-Time, PG5, \$16.8525 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: August 31, 2026.

Public Safety / Communications Center – Katherine Turner, Telecommunicator Trainee, Full-Time, PG7, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 24, 2026.

Public Safety / Communications Center – Payden Mathieson, Telecommunicator Trainee, Full-Time, PG7, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 24, 2026.

Resource Management Services – Gary Evans, Recycling Floater Driver, Full-time, PG6, \$20.16 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 31, 2026.

DEPARTMENT OF PUBLIC SAFETY — STATUS UPDATE

Board of County Commissioners Meeting — Public Remarks

To: Board of County Commissioners / Community
From: Forest W.S. Rothchild, Director of Public Safety
Date: August 20, 2026
Re: Department Status Update — EMA, EMS, and 911 Communications

BOTTOM LINE

Across all three of our divisions — Emergency Management, EMS, and 911 Communications — the Department of Public Safety is growing stronger, with new talent coming on board, steady service to our first responders and training partners, and real progress restaffing our 911 Center.

EMERGENCY MANAGEMENT AGENCY (EMA)

I am thrilled to share that we are bringing on a new team member in our Emergency Management Agency: Travis Johnson, who will serve as our SARA Support and Hazmat Specialist. Travis is a recent graduate of the Pennsylvania College of Technology, with a Bachelor's degree in Emergency Management and Homeland Security and hands-on experience supporting Department of Energy emergency preparedness work. He brings a strong educational foundation, and we are excited to see him grow with this team.

I also want to take a moment to thank our Human Resources team for their collaboration and support as we've been updating the EMA structure for the County — refining team job descriptions and expectations as we grow this team to better support our community, guided by FEMA, PEMA, and updated EMA standards. Our goal is simple: build a team that understands how to support the community by helping the community help itself.

EMERGENCY MEDICAL SERVICES (EMS)

Our EMS team continues to run smoothly, supporting our fire companies across the region, conducting regional trainings and accreditations, and building strong partnerships. Just this past week, the team worked hand-in-hand with Pennsylvania College of Technology to help get students registered for their EMT certification exams.

911 COMMUNICATIONS

Last, but certainly not least — I am proud to announce that our 911 Center is bringing on three new personnel: two full-time and one part-time team member. Combined with our new partnership with Moetivations, we are making great strides in restaffing our 911 Communications Center.

I also want to take a moment to correct some misinformation that has unfortunately been circulating on social media suggesting that we continue to lose people in our 911 Center. That is simply not accurate, and I want to set the record straight. One of our team members recently accepted a position with another organization — and rather than lose that talent, that individual is staying on board with us in a part-time capacity. And just this past week, a former dispatcher rejoined our team, also in a part-time capacity. So while that post claimed we're continuing to lose people, the facts show the exact opposite: we are working hard, and successfully, to keep and bring back experienced talent.

That said, our recruiting efforts are not stopping here. With the new school year approaching, we're looking to partner with Pennsylvania College of Technology on potential part-time candidates, and we're looking forward to reaching out to high school seniors throughout the region to showcase what a career in public service, emergency management, and 911 can offer.

CLOSING

This is a department built by a team, for our community, and every one of these steps forward reflects the people doing the work every single day. Thank you.