

Commissioners  
SCOTT L. METZGER  
*Chairman*  
MARC C. SORTMAN  
*Vice Chairman*  
MARK MUSSINA  
*Secretary*



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CHRISTOPHER H. KENYON  
*Solicitor*

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, AUGUST 7, 2025  
10:00 A.M.**

**Present: Commissioner Sortman, Commissioner Mussina, Shannon Barnes, Director of Management Operations, Mya Toon Director of Financial Management, and Solicitor Stephen Hartley. Commissioner Metzger not present.**

**ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED**

Add Agenda Item 5.21– Vote to approve the invoices for Larson, Kellett & Associates, P.C in the amount of \$42,508.05. (2025 approved budgeted item)

**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 2<sup>nd</sup> the motion. Approved 2-0**

- 1.5 Public Comment on Agenda Items Only

**None**

**2.0 REPORTS**

- 2.1 Nicki Gottschall – Vote to ratify the accounts payable cash requirement report for invoices due through 8/13/25 to be paid on 8/6/25 in the amount of \$471,177.68.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

**3.0 INFORMATION ITEMS**

- 3.1 Mya Toon – Acknowledge the County will be requesting bids for a Flood Acquisition Demolition Project

**4.0 PERSONNEL ACTIONS**

- 4.1 Mike 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 2<sup>nd</sup> the motion. Approved 2-0**

## **5.0 ACTION ITEMS**

- 5.1 Gary Staggett– Vote to approve the Waiver for UGI to use the parking lot by the Transfer Station for overflow parking on October 15, 2025.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.2 Mya Toon for William Miller – Vote to approve the Grant Contract Renewal with the PA DOH Bureau of EMS for EMS Regional Council for the FY 25-26.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.3 Forrest Lehman – Vote to approve the application for the Election Integrity Grant Program funds for the 2025-2026 grant cycle in the amount of \$373,818.65.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.4 Forrest Lehman – Vote to approve the Polling Place and ADA Construction Agreement with Jackson Township in the amount of \$51,058.07 (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.5 Leslie Kilpatrick– Vote to approve the Amendment to the Agreement with Corrections Development Inc. for the APO Pre-Trial Pro Track. (2025 approved budgeted item).

**Leslie Kilpatrick clarified that the funding will come from Court funds and is not a budgeted item.**

**Dave Goodwin, Chief, Adult Probation answered questions regarding the purchase and funding.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.6 Leslie Kilpatrick– Vote to approve the Amendment to the Agreement with Marco for the addition of four new copiers. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.7 Leslie Kilpatrick – Vote to approve the purchase of two Dell servers for RMS in the amount of \$25,381.02 and an additional \$1,925.44 for Microsoft costs. (2025 approved budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.8 Leslie Kilpatrick – Vote to approve the purchase of a camera system for MDJ Frey building from Vicon in the amount of \$11,914.50. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.9 Steven Whitenight – Vote to approve Change Order #2 with Skanska USA Building in the amount of \$34,300.00. (2025 approved budgeted item)  
Steven Whitenight requested to table item 5.9.

**Steven Whitenight requested to table item 5.9.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.10 Steven Whitenight – Vote to approve the purchase of a HVAC unit from Trane in the amount of \$9,560.00. (2025 approved budgeted item)

**Steven Whitenight requested to table item 5.10.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.11 Steven Whitenight – Vote to approve Change Order #9 with Keystruck Construction LLC in the amount of \$11,851.35. (Allowance funds being used)

**Steven Whitenight requested to table item 5.11.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.12 Steven Whitenight – Vote to approve Change Order #10 with Keystruck Construction LLC in the amount of \$16,620.77. (Allowance funds being used)

**Steven Whitenight requested to table item 5.12.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.13 Steven Whitenight – Vote to approve Change Order #11 with Keystruck Construction LLC in the amount of \$2,625.00. (Allowance funds being used)

**Steven Whitenight requested to table item 5.13.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.14 Steven Whitenight – Vote to approve Change Order #4 with Dixon AC R Inc. (2025 approved budgeted item – no increase in price)

**Steven Whitenight requested to table item 5.14.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.15 Steven Whitenight – Vote to approve Change Order #5 with Silver Tip, Inc. (2025 approved budgeted item – no increase in price)

**Steven Whitenight requested to table item 5.9.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.16 Maleick Fleming & Jamie Shrawder – Vote to approve the Subrecipient Agreement with Lycoming County Water & Sewer Authority CDBG FFY 2021 in the amount of \$50,653.39. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.17 Mya Toon – Vote to approve to participate in the Purdue Direct Opioid Settlement.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.18 Mya Toon – Vote to approve the MOU with Lycoming Housing Authority.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.19 Mya Toon – Vote to approve the Agreement with Jo Ellen Bowman. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.20 Mya Toon – Vote to award the bid for Fire Restrictive Coating Repair to Acoustical Spray Insulators, Inc. in the amount of \$35,833.00. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 2-0**

- 5.21 Mya Toon – Vote to approve the invoices for Larson, Kellett & Associates, P.C in the amount of \$42,508.05. (2025 approved budgeted item)

**Mr. Sortman clarified for the public that this item had previously been tabled and why they were voting on it today.**

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

## **6.0 COMMISSIONER COMMENT**

Commissioner Sortman discussed the numerous Change Orders the Interim Director of Maintenance has deferred for further review. He highlighted recent findings of inaccuracies and emphasized the board's goal of achieving a balanced budget by 2026, a first in 25 years. He addressed issues with vendors performing work without proper approval, warning that the board will enforce strict payment policies moving forward. Additionally, he stressed the importance of the financial team's awareness of expenditures to ensure better budget adherence. Commissioner Sortman expressed enthusiasm for Little League events, noting community support and the excitement of the youth involved. He also reminded the public to exercise caution during busy times, be patient with restaurant services, and wished safe travels for visitors. Lastly, he welcomed Shannon Barnes as the new Director of Operations, expressing confidence in her ability to improve county operations.

Commissioner Mussina discussed the diverse programs offered by the library beyond just lending books. He recounted attending a presentation by Joe Smith, a Loyalsock English teacher and film critic, celebrating the 50th anniversary of Jaws and highlighting the library's role in providing free educational activities for all ages. Mussina encouraged residents to explore the library's offerings, emphasizing its value as a resource for community enrichment.

Shannon Barnes expressed appreciation for Commissioner Sortman's kind words and conveyed her enthusiasm for working with the existing team, looking forward to contributing to the county's ongoing improvements.

## 7.0 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.

**James Carey, representing the Gregg Township Municipal Authority and the Sewer Board, commended the commissioners for their helpfulness in previous meetings. He discussed ongoing negotiations regarding an agreement with the Sewer Authority to accept landfill leachate, noting that the amendment to the contract was sent for legal review, requires signature before proceeding. He emphasized the urgency of finalizing the amendment.**

**Commissioner Sortman indicated that the county could receive the signed leachate agreement by the end of the day, pending legal approval. He explained the current handling process of leachate and outlined the landfill's objectives to improve profitability through better management of leachate.**

**Dana Rich-Collins, comments attached. highlighted that while Williamsport and Lycoming County are welcoming to visitors, there is concern over the presence of ICE enforcement actions targeting individuals who are legally present and possess work permits. She recounted incidents involving impersonation of ICE officers and emphasized that such actions threaten the community's reputation and safety. She also cited statements from local law enforcement, including Buffalo Valley Police Chief Daniel Embick, regarding the seriousness of impersonation crimes and ICE activities.**

## *YOU TUBE PUBLIC COMMENT*

Emcee Gee

#2

Regarding last week's discussion of economic development in our county: Is there a study or report from the Planning Dept. that is available to residents about the purchase of a small nuclear reactor?

T

Thomas Adams

#1

yes I do follow your meetings regularly. Thank-you for your work and dedication for the benefit of Lycoming County and its' communities.

T

Thomas Adams

#1

Good idea from Emcee Gee!

## **8.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, August 14th, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> 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/live/RkY0Bfvj-Ms?si=craBTxbLYxKB7dFt>*

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

**ADMINISTRATIVE CORRECTION:** Facilities Management – Elwood Hoover, Maintenance III, 8. Full-Time, \$27.30 per Hour, 75 Hours per Pay Period, Effective Date, August 3, 2025.

Adult Probation – Fallon Snook, Administrative Case Officer, 7, Full-time, \$18.72 per Hour, 75 Hours per Pay Period, Effective Date: August 17, 2025.

Adult Probation – Elizabeth Snyder, Administrative Case Officer, 7, Full-time, \$19.656 per Hour, 75 Hours per Pay Period, Anticipated Start Date: August 18, 2025.

Adult Probation – Avery Eiswerth, Adult Probation Officer, Union, Full-Time, \$21.81 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 25, 2025.

Pre-Release Center – Denise Gee, Work Crew Foreman, 8, Full-Time, \$28.9240686 per Hour, 80 Hours per Pay Period, Effective Date: August 17, 2025.

Pre-Release Center – Thomas Tamberelli, Resident Supervisor, Union, Full-Time, \$19.20229 per Hour, 80 Hours per Pay Period, Effective Date: August 17, 2025.

Resource Management – Landon Earnest, Equipment Operator, 6, Full-Time, \$18.54 per Hour, 80 Hours Per Pay Period, Anticipated Start Date: August 11, 2025.

Resource Management – Riggins McGowen, Recycling Laborer, 4, Full-Time, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 18, 2025.

**Comments Dana Rich-Collins**

**Lycoming County Commissioner statement**

On June 18th, Williamsport made national news when *Newsweek* reported that "ICE Agents Laughed at Sobbing Wife after Detaining Husband." Roberto Diego Alvarez Oliva was a taxpaying, business-owning member of the Williamsport community with an 8-month-old American son. A family was ripped apart; a father removed from his son.

On July 17th, South Williamsport made news when the South Williamsport Police Department and South Williamsport Fire Department accompanied ICE and helped detain 6 Ecuadorean roofers who were working at a job site. They were employed members of the community.

On July 9th in Lewisburg, men impersonating ICE officers approached a Lewisburg business owner to inquire about the immigration status of her employees. This was reported by WNEP TV. Local law enforcement issued a warning to the public. "This is a serious matter. We want our community to know that impersonating a federal officer is a crime----." Further, in response to this situation, the BVRPD Chief Daniel Embeck, told WNEP: "We have a policy ----- Put some additional language in (it) that will let people know we are here to help, to serve, we're not looking to work on behalf of ICE and deport people."

These incidents, and over 50 ICE removals, so close to home highlight the necessity for clear expectations from our emergency services and our government officials on how they will interact with ICE. This is imperative in order to ensure the safety of our communities.

I am sure you want everyone, as do I, to feel comfortable calling 911 for help, whether as victims or as witnesses to these often-terrifying actions. Fear of asking police for help harms all of us, regardless of our citizenship status. To that end I would hope and implore local/county law enforcement, fire departments and emergency services not engage in voluntary endeavors with ICE.

I request that Due Process be followed and that someone who speaks a language other than English is treated like any other individual until or if there is probable cause for an arrest. As I understand translators are available in most departments listed above and they should be contacted initially not ICE if there is a language barrier.

I urge Lycoming County to adopt a policy that clearly limits collaboration and communication with ICE to federally required interactions. This policy needs to be easily accessible, unambiguous, enforceable, and available in multiple languages so that residents know their rights and understand what protections are available to them. As it stands, a lot of residents are living in fear and scared to call police or the fire department for help because of incidents like the above documented cooperation with ICE. I urge this county law enforcement to follow the lead of other PA county leaders who have pledged that they won't sign 287 (g) agreements.