

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



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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, AUGUST 21, 2025  
10:00 A.M.**

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

- **Remove Agenda Item 6.3 - Vote to approve the Community Development Block Grant – FFY 2025 Project Selection & Finalization with Seda -Cog in the amount of \$276,770.00. (2025 approved budgeted item)**
- **Add Agenda Item 6.12 - Vote to approve the Letter of Engagement with McNerney, Page, Vanderlin & Hall.**

**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
- 1.5 Public Comment on Agenda Items Only

**2.0 BID OPENING**

- 2.1 Nicki Gottschall – Opening the following bids:
  - Equipment Rental Maintenance – no bids received
  - Leachate Hauling

**3.0 REPORTS**

- 3.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 8/27/25 to be paid on 8/20/25 in the amount of \$1,048,878.59.

**4.0 INFORMATION ITEMS**

- 4.1 Michael Hagen – Elected Officials Personnel Actions:

Sheriff – Karen Aldenderfer, Administrative Specialist – License to Carry, 4, Full-Time, \$18.532584 per Hour, 75 Hours per Pay Period, Effective Date: August 31, 2025.

**5.0 PERSONNEL ACTIONS**

- 5.1 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).

## **6.0 ACTION ITEMS**

- 6.1 Michael Hagen – Vote to approve the Settlement Agreement with employee 250812
- 6.2 Jamie Shrawder– Vote to approve SEDA-COG FFY 2024 Professional Services & Administrative Services Agreement in the amount of \$119,800.00 (2025 approved budgeted item)
- ~~6.3 Jamie Shrawder– Vote to approve the Community Development Block Grant– FFY 2025 Project Selection & Finalization with Seda-Cog in the amount of \$276,770.00. (2025 approved budgeted item)~~
- 6.4 Jamie Shrawder – Vote to approve the CDBG FFY 2025 Project Selection with the PA Department of Community & Economic Development in the amount of \$589,460.00. (2025 approved budgeted item)
- 6.5 Leslie Kilpatrick– Vote to approve the Agreement with Iron Mountain in the amount of 43,552.69 (not an approved budgeted item, but funds are available).
- 6.6 Leslie Kilpatrick– Vote to approve the purchase of storage devices & services from Melillo in the amount of \$156,854.00 (2025 approved budgeted item)
- 6.7 Leslie Kilpatrick – Vote to approve the Polycom Support Renewal with Keyser Consulting Group in the amount of \$809.34. (2025 approved budgeted item).
- 6.8 Shanean Edmonds – Vote to approve Amendment # 3 to the Indigent Defense Grant with the Pennsylvania Commission on Crime & Delinquency.
- 6.9 Shanean Edmonds – Vote to approve the Amendment to the USDA lease.
- 6.10 Shanean Edmonds – Vote to approve the Election Integrity Grant with the Department of Community & Economic Development
- 6.11 Shannon Barnes - Vote to ratify payment of invoices to Larson, Kellett & Associates, P.C in the amount of \$42,508.05. (2025 approved budgeted item)
- 6.12 Shannon Barnes- Vote to approve the Letter of Engagement with McNerney, Page, Vanderlin & Hall. (2025 approved budgeted item)

## **7.0 COMMISSIONER COMMENT**

## **8.0 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.

**9.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, August 28th, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701

## **ATTACHMENT (A)**

### **PERSONNEL ACTIONS:**

Adult Probation – Corinna Meixel, Clerk III, 4, Full-Time, \$15.7396 per Hour, 75 Hours per Pay Period, Anticipated Start Date: September 9, 2025.

Planning & Community Development – Nichole Carter, GIS Analyst / Environmental Planner, 9, Full-Time, \$45,878.6238 per Year, 75 Hours per Pay Period, Effective Date: August 31, 2025.