

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, SEPTEMBER 4, 2025
10:00 A.M.**

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
- 1.6 Proclamation – Hunger Action Month – Emily Camerer, Central PA Food Bank

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 9/10/25 to be paid on 9/3/25 in the amount of \$2,753,340.01.

3.0 INFORMATION ITEMS

- 3.1 Mike Hagen – Elected Officials Personnel Actions:
 - District Attorney – Alysa Young, Legal Assistant, 4, Full-Time, \$15.4508 per Hour, 75 Hours per Pay Period, Anticipated Start Date: September 15, 2025.

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).

5.0 ACTION ITEMS

- 5.1 Mya Toon–Vote to ratify NRCS EWP Request #1 in the amount of \$369,706.50.
- 5.2 Mya Toon – Vote to approve the Agreement with Action Cleaning and Equipment of Central PA in the amount of \$800.00. (2025 approved budgeted item)
- 5.3 Steve Whitenight – Vote to approve the Agreement with M&M Asphalt in the amount of \$11,000.00. (not an approved budgeted item, contingency funds being used)
- 5.4 Steve Whitenight – Vote to approve the Agreement with MES Service Company, LLC in the amount of \$135.00. (not an approved budgeted item, but funds are available)

- 5.5 Kelsey Green– Vote to approve the Contract with AECOM in the amount of \$75,000.00 (2025 approved budgeted item)
- 5.6 Leslie Kilpatrick – Vote to approve the Support Renewal with Stenograph in the amount of \$2,880.00. (2025 approved budgeted item)
- 5.7 Leslie Kilpatrick – Vote to approve the purchase from Vicon in the amount of \$7,041.60. (2025 approved budgeted item)
- 5.8 Leslie Kilpatrick – Vote to approve the Support Renewal with E-Plus in the amount of \$747.47. (2025 approved budgeted item)

6.0 COMMISSIONER COMMENT

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.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, September 11Pr, 2025 at 10:00 A.M. in the Commissioner’s Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

ATTACHMENT (A)

PERSONNEL ACTIONS:

Prison – Marcus Tapper, Correctional Officer, Union, Part-Time, \$20.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: September 8, 2025.

Prison – Tara Stackhouse, Correctional Officer, Union, Part-Time, \$20.00 per Hour, Not to Exceed 1000 Hours Annually, Effective Date: September 14, 2025.

Prison – Dalton Confer, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: September 15, 2025.

Soil Conservation – Kellen Krape, Dirt & Gravel Roads Technician, 9, Full-Time, \$50,373.18 per Year, 75 Hours per Pay Period, Effective Date: September 14, 2025.