

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



COUNTY OF LYCOMING  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, OCTOBER 9, 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

**2.0 REPORTS**

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 10/15/25 to be paid on 10/8/25 in the amount of \$2,170,672.77.
- 2.2 Nicki Gottschall- Vote to approve the credit card cash requirement report of purchases from 9/2/25 through 9/25/25 in the amount of \$6,758.75.

**3.0 INFORMATION ITEMS**

- 3.1 Mike Hagen – Elected Officials Personnel Actions:
  - Prothonotary – Jill Schriner, Deputy Prothonotary/Clerk of Courts, 8, Full-Time, \$55,682.00 per Year, 75 Hours per Pay Period, Anticipated Transfer Date: October 6, 2025.
  - Prothonotary – Holly Thomas, Prothonotary, PR, Full-Time, \$80,498.91 per Year, 75 Hours per Pay Period, Anticipated Transfer Date: October 6, 2025.
- 3.2 Mya Toon – Acknowledge that the County will be presenting bids for a used Corn Planter for the Lycoming County Farm.

**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 Gary Stagert– Vote to approve the Agreement with PetroChoice.
- 5.2 Mya Toon – Vote to ratify the Change Order for Glenn O Hawbaker EWP LYC – 24-005 in the amount of \$16,100.00.
- 5.3 Mya Toon – Vote to approve the Agreement with Daikin Applied in the amount of \$8,000.00. (2025 approved budgeted item)
- 5.4 Forrest Lehman – Vote to approve the Change Order #2 with H&P Construction in the amount of \$5,950.00 (2025 approved budgeted item)
- 5.5 Forrest Lehman– Vote to approve the Agreement with Pine Township for accessibility improvements. (2025 approved budgeted item).
- 5.6 Maleick Fleming– Vote to approve the Amendment to the Agreement with ILK Family, LP. (2025 approved budgeted item)
- 5.7 Emily Mrochko – Vote to approve the Amendment to the Agreement with Stahl Sheaffer Engineering in the amount of \$100,000.00. (2025 approved budgeted item - PennDOT Connects Supplemental Funds)
- 5.8 Cameron Boyer – Vote to approve the Agreement with Port Elevator Inc. in the amount of \$750.00. (not an approved budgeted item, but funds are available)
- 5.9 Leslie Kilpatrick – Vote to approve the Agreement with Melillo Consulting in the amount of \$8,119.00. (2025 approved budgeted item)
- 5.10 Leslie Kilpatrick – Vote to approve the Agreement with Postler & Jaeckle Corp in the amount of \$3,212.00 (2025 approved budgeted item)
- 5.11 Leslie Kilpatrick – Vote to approve the purchase from E-Plus in the amount of \$11,003.14. (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, October 16, 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:**

Pre-Release Center – Trenton Peasley, Work Crew Foreman Supervisor, 9, Full-Time, \$30.809896 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: October 26, 2025.