

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, OCTOBER 30, 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 BID OPENING

- 2.1 Nicki Gottschall - Open the following bid:
 - Used Corn Planter

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 11/5/25 to be paid on 10/29/25 in the amount of \$1,311,270.64.

4.0 INFORMATION ITEMS

- 4.1 Mya Toon – Acknowledge the County will be requesting proposals for consulting services for the comprehensive Recreation, Parks, Open Space and Greenway plan.

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 Forrest Lehman – Vote to approve Change Order #3 with H&P Construction in the amount of \$30,349.40 to complete accessibility improvements at County polling place facilities. (2025 approved budgeted item).
- 6.2 Mya Toon – Vote to approve the Agreement with William E. Baney, Esq to provide legal services for the office of Prothonotary/Clerk of Courts in the amount of \$7,200.00 annually. (2025 approved budgeted item).

- 6.3 Mya Toon – Vote to approve the lease Agreement with the Meadows in the amount of \$1.00. (2025 approved budgeted item).
- 6.4 Mya Toon– Vote to approve the Agreement with Equifax Verification Services. (2025 approved budgeted item)
- 6.5 Mya Toon – Vote to approve the Amendment to the Agreement with Edward Ross. (2025 approved budgeted item)
- 6.6 Mya Toon– Vote to approve the Agreement with Applied DNA Resources. (2025 approved budgeted item)
- 6.7 Stacey Folk – Vote to approve the following Invoices for Keystone Communications: Invoice # 132932 – \$2,421.38, Invoice # 132934 - \$2,421.37 and Invoice #133213 \$2,421.38. (Not an approved budgeted item, but funds are available)
- 6.7 Leslie Kilpatrick – Vote to approve the annual Support Renewal with Central Square in the amount of \$75,704.86. (2025 approved budgeted item)
- 6.8 Leslie Kilpatrick– Vote to ratify the purchase from Keyser Consulting Group, LLC due to vendor clerical error in the amount of \$34,268.46. (2025 approved budgeted item).
- 6.9 Mark Haas – Vote to approve the Agreement with McNerney, Page, Vanderlin & Hall. (2025 approved budgeted item).
- 6.10 Nikki Carter – Vote to approve the 2026 Community Clean Water Action Plan Coordinator Grant Application to the PA Department of Environmental Protection in the amount of \$50,000.00.
- 6.11 Cameron Boyer – Vote to approve the purchase from Pierce Phelps in the amount of \$15,370.00 for HVAC units. (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, November 6th, 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 – Clinard, Scott, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 3, 2025.

Prison – Ferguson, Donovan, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 3, 2025.

Resource Management – Kontz, Justin, Equipment Operator, 6, Full-Time, \$21.079238 per Hour, 80 Hours per Pay Period, Effective: October 26, 2025.