

Commissioners:

SCOTT L. METZGER
Chairman

MARC C. SORTMAN
Vice Chairman

MARK MUSSINA
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

CHRISTOPHER H. KENYON
Solicitor

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, JANUARY 16, 2025
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina,
Director Matthew McDermott, and Solicitor Christopher H. Kenyon**

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 2nd the motion. Approved 3-0

- 1.5 Public Comment on Agenda Items Only **None**

2.0 INFORMATION ITEMS

- 2.1 Michael Hagen - Controller's Office - Deputy Controller, Nicki Gottschall has assumed duties of the Lycoming County Controller with the recent retirement of Krista Rogers, effective date of January 11, 2025.

Mr. Metzger congratulated Mrs. Gottschall and commended her for her great work as a Deputy Controller.

3.0 PERSONNEL ACTIONS

- 3.1 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 2nd the motion. Approved 3-0

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

4.0 BOARD OF ASSESSMENT REVISIONS

- 4.1 Convene Board of Assessment Revisions.

- 4.2 Brooke Wright – Approve/Deny the following real estate refund:

- 26-005-320 – Aldi Inc - \$2,846.74:

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 4.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

5.0 ACTION ITEMS

- 5.1 Nicki Gottschall – Vote to ratify the engagement letter with Baker Tilly in regards to the 2022 Recreation Authority audit in the amount of \$10,500.00. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.2 Matt McDermott for Forrest Lehman – Vote to award the bid and approve the contract with H&P Construction Inc., in the amount of \$239,583.00 for the ADA Polling Place Renovation Project. (2025 Budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.3 Beth Baylor – Vote to approve the Agreement with Keystone Communications in the amount of \$20,635.00. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.4 Beth Baylor – Vote to approve the 911 Statewide Interconnectivity Grant Agreement.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.5 Jason Yorks– Vote to approve repairs to the 2009 Sterling Acterra Packer Truck in the amount of \$15,353.71 to be completed by Sunbury Motors. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.6 Leslie Kilpatrick – Vote to approve the GIS Software Enterprise Licensing Agreement with ESRI in the amount of \$82,000.00. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.7 Leslie Kilpatrick - Vote to approve the purchase of a security camera server from Vicon in the amount of \$51,344.15. (2025 approved Act 13 funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.8 Matt McDermott for Shannon Rossman– Vote to approve the PA RACP grant agreement extension request for the Williamsport Area Relief Well Project through January 31, 2026.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.9 Matt McDermott for Shannon Rossman – Vote to approve the award, pending agreement, for the Williamsport Area Cross Pipes phase 2 project to Shiloh Paving & Excavating, Inc. in the amount of \$4,311,129.00 for rehabilitation of cross pipes. This project is part of the Federal EDA Grant. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.10 Jenny Picciano – Vote to approve the 2023-2024 PHARE Subrecipient Agreement with Asbury Foundation in the amount of \$59,000.00 (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.11 Jenny Picciano– Vote to approve the 2023-2024 PHARE Subrecipient Agreement with Sojourner Truth Ministries in the amount of \$51,000.00. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.12 Mya Toon - Vote to approve the Agreement with Bsquared Consulting Group. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.13 Mya Toon - Vote to approve the Certification of 2025 County funds for Agricultural Land Preservation in the amount of \$51,716.00. (This includes \$50,000.00 2025 approved budgeted item and \$1,716.00 interest collected on Clean rollback tax penalties collected in 2024
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.14 Mya Toon – Vote to approve the Assignment Acknowledgement Agreement with BBLB Company DBA Julies Coffee and B&B Holdings.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.15 Mya Toon-Vote to approve the Intergovernmental Agreement for Intrusion Detection Services with Pennsylvania Emergency Management Agency.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.16 Matt McDermott for Mya Toon – Vote to approve the submission of a grant application to the Appalachian Regional Committee for a feasibility study.
Mr. Mussina moved to deny. Mr. Sortman 2nd the motion. Denied 3-0

Mr. Metzger clarified that the juvenile detention center is an immediate need, while the rehabilitation center is a long-term project. “We have discussed renovating part of the PRC (pre-release center) to create a separate entrance for housing juveniles, to address the immediate need.

6.0 COMMISSIONER COMMENT

Mr. Metzger commented on the extremely cold weather, reminding everyone to bring pets inside and to check on your neighbors to make sure their furnaces are working, especially if they are elderly. He also mentioned participating in various community activities, including the Dream Walk in honor of Martin Luther King Day.

Mr. Mussina recommended watching the movie *Selma* and mentioned that he learned a lot about the movement from it. He shared details about the “I Have a

Dream” speech, noting that it is the most famous speeches by Martin Luther King Jr. and was ad-libbed.

Mr. Mussina spoke highly of our Former Controller Krista Rogers and expressed how fortunate we are to have Nicki Gottschall as our new controller moving forward.

Mr. Metzger commented that public service isn’t easy, and Krista has dedicated herself to it for two decades, which is a testament to her commitment to the county. He thanked her personally for her service.

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.

Jerry Walls spoke on behalf of the Lycoming County retirees, who are seeking limited support to allow volunteer leaders to receive updates from County Commissioners. He expressed that the presence of County Commissioners who brief retirees on relevant topics is greatly appreciated. He added that previously, retiree dues were used to fund activities and donate to local nonprofits, but this is no longer affordable. Members pay \$10 annual dues, and each retiree covers their own lunch. The request is for the County Commissioners and County Controller to approve the expenses for preparing and mailing meeting notes and any related fees if the lunch venue charges a fee. He asked to please contact Mr. Walls or one of the committee members if there is a need to discuss this further.

Mr. Metzger asked Mr. Walls if they could create a yearly planner and collaborate on finding other solutions to cut costs.

Larry Stout of Montgomery emphasized the significance of Dr. Martin Luther King Jr.’s “*I Have A Dream*” speech. He shared the history of the speech and explained how he has used it countless times as the ultimate example of public speaking during his travels.

YOUTUBE COMMENT

Thomas Adams: Good morning, Lycoming County. I realize I am on a continual drumbeat, but...I think it is imperative to encourage our lawmakers and government agencies to do the work required to clean our forests and waterways asap. The benefits are many, the costs are justified, as inaction the costs become exponential. I think funds can be drawn from some useless programs and using the debris to help offset some costs. Also, to require power and service lines, supporting cables and utility poles be cleared by the utilities within 30 days of notice. If, their work crews are too busy, they should be required to sublet to trained private contractors, county or state crews. Thank-you.

Thomas Adams: You should have moments in history at every meeting, time permitting.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 23, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

To view this meeting click on the link below:

<https://www.youtube.com/watch?v=O3dOjCWI3Us>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Planning & Community Development – Jennifer Bates, Administrative Specialist, pay Grade 6, Full-Time, \$19.2416 per Hour, 75 Hours per Pay Period, Anticipated Start Date: January 21, 2025.

Planning & Community Development – Jadyn Northrup, Clerk III, pay Grade 4, Full-Time, \$15.3608 per Hour, 75 Hours per Pay Period, Anticipated Start Date: January 27, 2025

Pre-Release Center – Cecilia Miller, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 21, 2025.

Pre-Release Center – Faith Kovalski, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Prison – Samantha Ulrich, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Prison – Kayne Jones, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Soil Conservation – Molly Stevens, Resource Conservation Technician, pay Grade 9, Full-Time, \$44,970.315 per Year, 75 Hours per Pay Period, Anticipated Start Date: January 27, 2025.