

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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COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, JANUARY 23, 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 SERVICE AWARD

- 2.1 Board of Commissioners – Recognize the following individual for her service to Lycoming County:

- Nancy Schenck – 20 years

Matt Yonkin, Chief Probation Officer, honored Nancy Schenck's 20 years of dedicated service to the county. Nancy has consistently proven her value, saving the county significant amounts of money through her exceptional contract negotiation skills. The savings from her contract approvals have more than covered her salary and likely the entire office's salary. Her work is outstanding, and her strong, confident personality has greatly benefited our office and the County. Her attention to detail is unmatched countywide. Although she may not always show it, her caring, compassionate, and thoughtful nature is evident in one-on-one interactions and her community work with veterans. She contributes immensely to our office, the County, and the community. Mr. Yonkin is proud and grateful to have her as part of our staff. She continuously provides us with the tools we need to succeed in the community with our kids. Her 20 years of service, including 13 years with us, make her invaluable to this County.

Mr. Metzger worked alongside Nancy for a long time and saw all the work she did for juvenile probation. He referred to her as the "great negotiator" because she handles tough contracts, especially given the shortage of juvenile facilities. He commended Nancy for the community work she sets aside for the Veterans and for saving the county thousands of dollars through negotiations. He expressed how Nancy is a huge asset, and how thankful we

are to have her. “Great job on your 20 years of service. We hope you stay for many more years. Thank you for everything you do.”

Mr. Sortman expressed how it’s an honor to be able to honor someone for 20 years of service in today’s environment where people don’t stay very long. He thanked her for her outstanding work and for giving back to her community.

Mr. Mussina thanked Nancy for everything she does and emphasized that it’s people like her, who work so hard behind the scenes, that make the county successful.

3.0 REPORTS

3.1 Nicki Gottschall - Vote to ratify accounts payable cash requirement report for invoices due through 1/22/25 to be paid on 1/15/25 in the amount of \$2,210,081.97.

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

3.2 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 1/29/25 to be paid on 1/22/25 in the amount of \$1,209,599.64.

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

4.0 INFORMATION ITEMS;

4.1 Mya Toon - County will be requesting qualifications for on-call and construction engineering services.

4.2 Shannon Rossman, Maleick Fleming – Regional Solid Waste Management Plan Public Meeting Presentation.

Recess Commissioners’ Public Meeting for the Salary Board

5.0 SALARY BOARD- SALARY BOARD MINUTES CAN BE FOUND ON LYCO.ORG>ELECTED OFFICIALS>CONTROLLER

5.1 Convene Salary Board.

5.2 Vote to approve the Salary Board minutes from the January 9, 2025 meeting.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 4-0

5.3 Vote to approve the following Salary Board Actions:

- DPS – Add ~~(2)~~(1) full time telecommunicators to TDA

Mrs. Gottschall moved to approve. Mr. Mussina 2nd the motion. Approved 4-0

- Prison – Delete (2) two part time nurse positions from TDA

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

- District Attorney’s office:
 - Delete (3) three part time Detectives from TDA

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Add (1) one full time Detective to TDA

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Increase hourly wage to Central Processing Officers from \$20.04/hour to \$25.00/hour

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Remove (1) one Director of Central Processing from TDA

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Add (1) one Central Processing Officer to TDA

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Retitle Victim Witness Coordinator – Adult to Victim Witness Manager (No change in pay)

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 5-0

- Delete (1) one part-time Victim Witness Coordinator – Adult
- Add (1) full time Victim Coordinator – Adult (PG4)

Mr. Mussina moved to table. Mr. Sortman 2nd the motion. Approved 5-0

5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 ACTION ITEMS

6.1 Jason Yorks -Vote to approve the updated RMS Fees and time schedule changes.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.2 Forrest Lehman – Vote to approve the Agreement with Clear Ballot to provide onsite election day support on 5/20/25 and 11/4/25 in the amount of \$12,000.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.3 Mya Toon – Vote to approve the Amendment to the Agreement with McCormick Law Firm to extend the term through December 31, 2025.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.4 Mya Toon - Vote to approve the Resolution 2025-2 authorizing the filing of an application for funding to the Commonwealth of PA for a RACP grant for the Lycoming Valley View Facility Improvement Project on the Amount of \$1,000,000.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.5 Mya Toon– Vote to approve the DEP Grant Agreement 902 Municipal Recycling Program Grant in the amount of ~~\$2,000,000.00~~ \$200,000.00
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.6 Mya Toon – Vote to approve and award funds to the following outside agencies:
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

AGENCY	Funds Approved
American Rescue Workers	\$10,000.00
Firetree Place	\$40,000.00
Greater Lycoming Habitat for Humanity	\$50,000.00
Law Enforcement & Police Training Association	\$15,000.00
Lycoming County Fire Police Association	\$3,000.00
Lycoming County Historical Society	\$10,000.00
Lycoming County Library System	\$1,300,000.00
Lycoming Police Camp Cadet Foundation	\$3,000.00
Lycoming Senior Citizens	\$10,000.00
Susquehanna Health Foundation	\$11,593.00
West Branch Fireman’s Association	\$15,000.00
Williamsport Municipal Airport Authority-Air Traffic Control	\$150,000.00
Williamsport Municipal Airport Authority-Airport Improvement Program (2025 approved budgeted item)	\$7,500.00

- 6.7 Mya Toon– Vote to approve the Agreement with Info Quick Solutions for Recorder Records Management System. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.8 Mya Toon- Vote to approve the Proposal Letter from Susquehanna Accounting & Consulting Solutions, Inc. to prepare indirect cost plan for the County for the years 2023 thru 2025 in the amount of \$8,000.00 per year (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.9 Mya Toon-Vote to approve the Public Assistance Grant Program Agreement with PEMA for Tropical Storm Debbie. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.10 Mya Toon – Vote to approve the agreement with Pelachick Investigations. (not a 2025 approved budgeted item but funds are available)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.11 Kathryn Kiesslering – Vote to approve the Agreement with Susan Shanaman, Esquire in the amount of \$4,300.00. (2025 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.12 Stacy Folk – Vote to approve the appointment of Jon Corbin to the Local Emergency Planning Committee.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

7.0 COMMISSIONER COMMENT

Mr. Sortman commented, in reference to the discussion with the DA, that if ROW officers choose to spend their funds elsewhere, the county will not cover any shortfall. He emphasized that elected officials need to better understand that while the county will work with them, it is their money and their funding, and the county is not responsible for any overspending.

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.

None

YOUTUBE COMMENT

Em Gee: In a weather emergency is there a plan to supply power and/or offer shelter to affected residents?

Director of administration, Matt McDermott, responded that there are emergency response plans in place to establish shelters and help those in need, it would depend on the severity of the power outage. The county would assist municipalities with any unmet needs for those shelters if they were unable to open one.

Thomas Adams: Good morning Lycoming County! It is refreshing to hear Mike Mussina give such great advice to kids and athletics. In answering a question, he advised, kids to play as many sports as possible and work to be the best in each sport. I think, The idea for our youth to concentrate on one sport and one position makes for weak athletes. Using different muscles and developing different skills is best I think the anxiousness of people wanting to be a star pitcher (as Mike) and concentrating only on that, weakens minds, develops poor attitudes, promotes one option to success among many other problems, but especially, it weakens arm strength, endurance and determination to work through difficult situations on the mound. The very idea of non-professional athletes getting surgery on their pitching arms, as normal is ludicrous. Just my thoughts on how I think we can help our youth to be prepared for life, because it has many different challenges. Thank-you Mark for having such a smart and honest brother! I guess it runs in the family...hmmmm.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 30, 2025, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.

To watch this meeting click on the link below:

<https://www.youtube.com/watch?v=dLLlWJhie1k>

Regional Solid Waste Management Plan

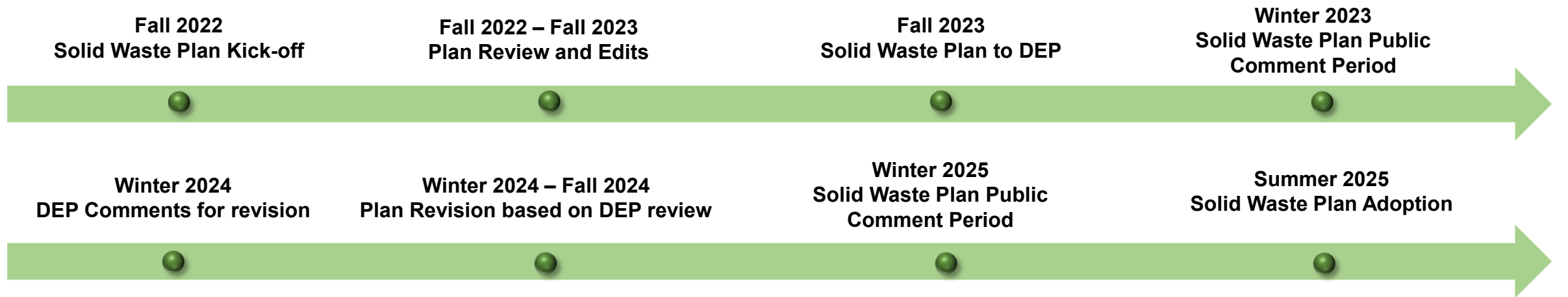
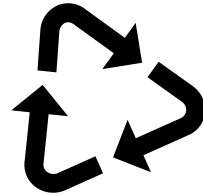
Public Meeting Presentation

**Columbia, Lycoming,
Montour, Snyder, and
Union Counties**



Presentation Overview

- Plan Highlights
- Plan Committees At a Glance
- Planning Process
- Implementation
- Plan Website and Mapping



Regional Solid Waste Management Plan

Columbia, Lycoming, Montour, Snyder, and Union Counties

- **Pennsylvania Act 101 of 1988**
- **PADEP Regulations**
- **Updated every 10 years**
- **Assures Adequate Waste Disposal Capacity**
(through December of 2033)
- **Developed by a Team consisting of the Regional Stakeholder Committee, Regional Solid Waste Advisory Steering Committee and Lycoming County Planning & Community Development staff**
- **Utilizes latest solid waste, recycling, and counties demographic data**

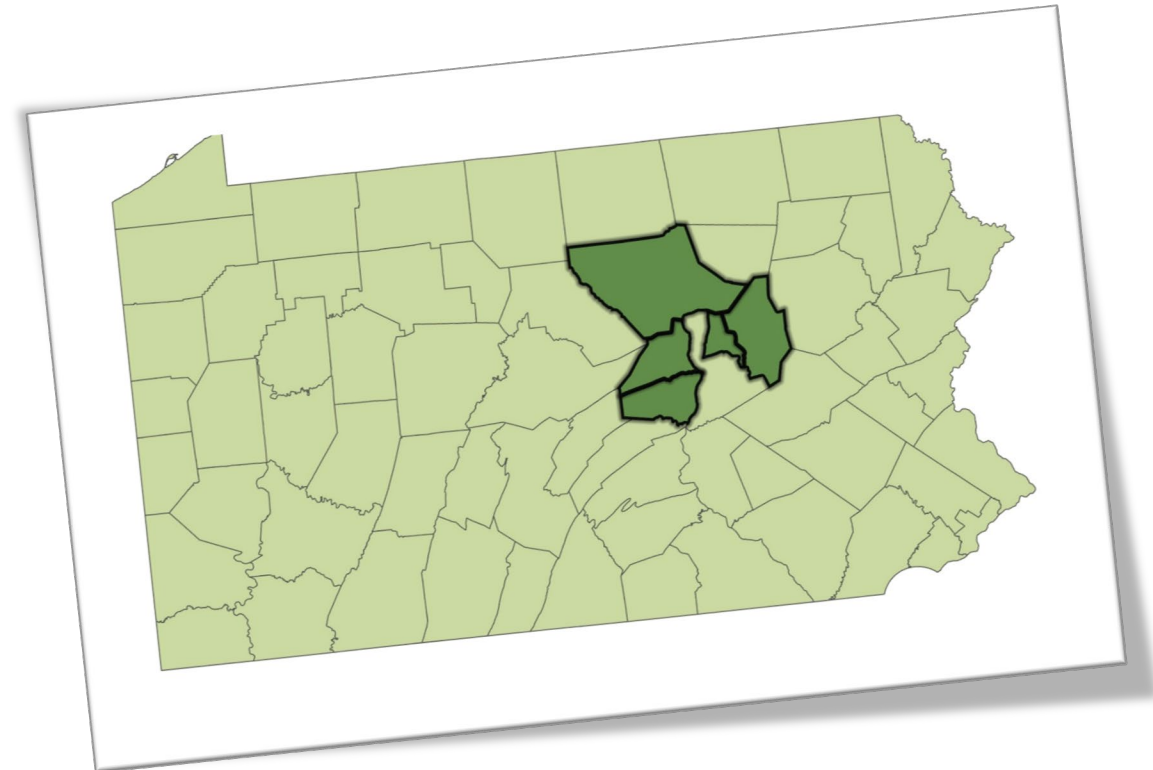


Regional Solid Waste Management Plan

Committees At a Glance

Developed by a Team consisting of the Regional Stakeholder Committee, Regional Solid Waste Advisory Steering Committee and Lycoming County Planning & Community Development staff

- **Regional Stakeholder Committee**
 - Consisted of County Planning Directors and Planners to oversee plan process
- **Regional Advisory Steering Committee**
 - Consisted of County Planning Directors, Planners, Recycling Coordinators, City Community Directors, Township Supervisors, and Volunteers to provide insight in the drafting of the plan
- **Lycoming County Planning & Community Development Staff**
 - Made up of Planning Professionals to draft plan and act as main contact for planning process
- **Professional Services**
 - Consultant services provided by Barton & Loguidice

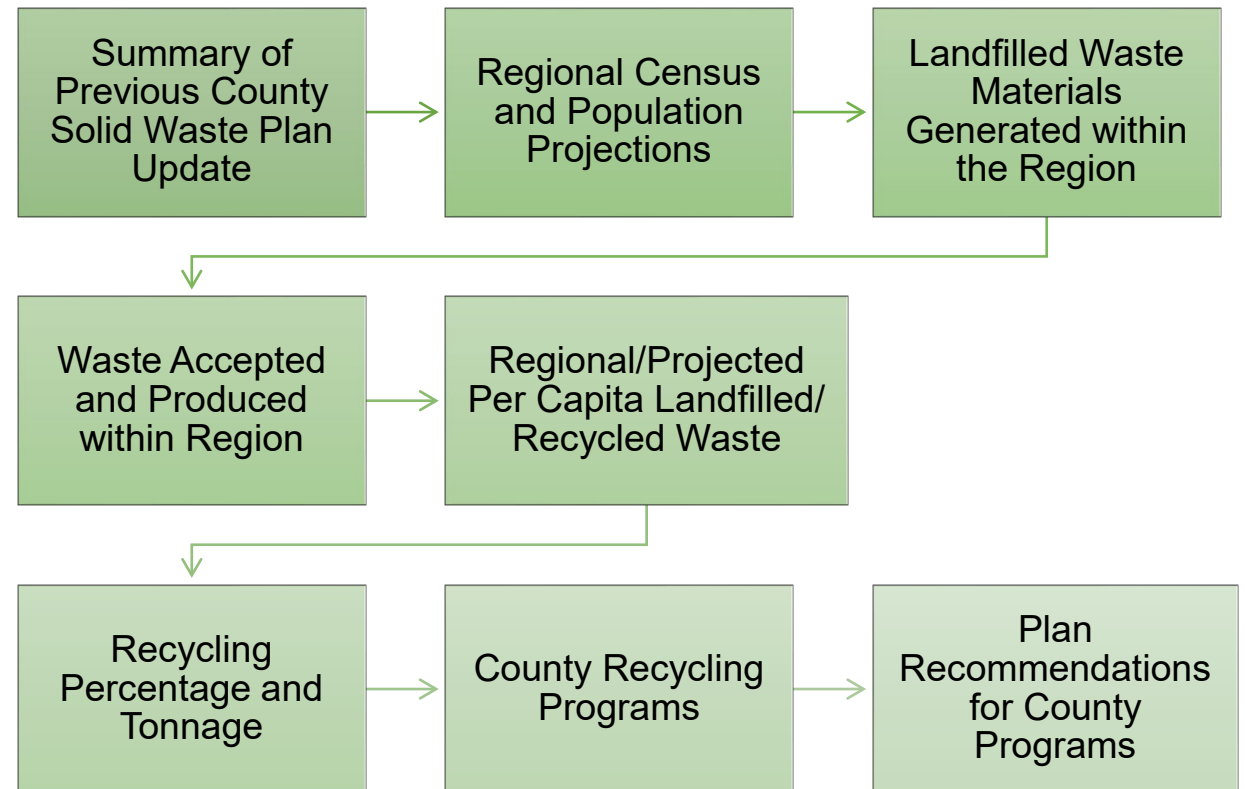


Regional Solid Waste Management Plan

Planning Process

Utilized latest solid waste, recycling, and counties demographic data from:

- Current and Previous Waste Generation: Statistics and Trends
- Regional Population Census Data and Population Projections
- PADEP Landfilled Waste Materials and Regional Waste Accepted Data
- Projected Regional Per Capita Data
- PADEP Recycling Percentages and Tonnages
- County Recycling Program and Recommendations from committee input
- Surveys, Analysis and Research



Regional Solid Waste Management Plan

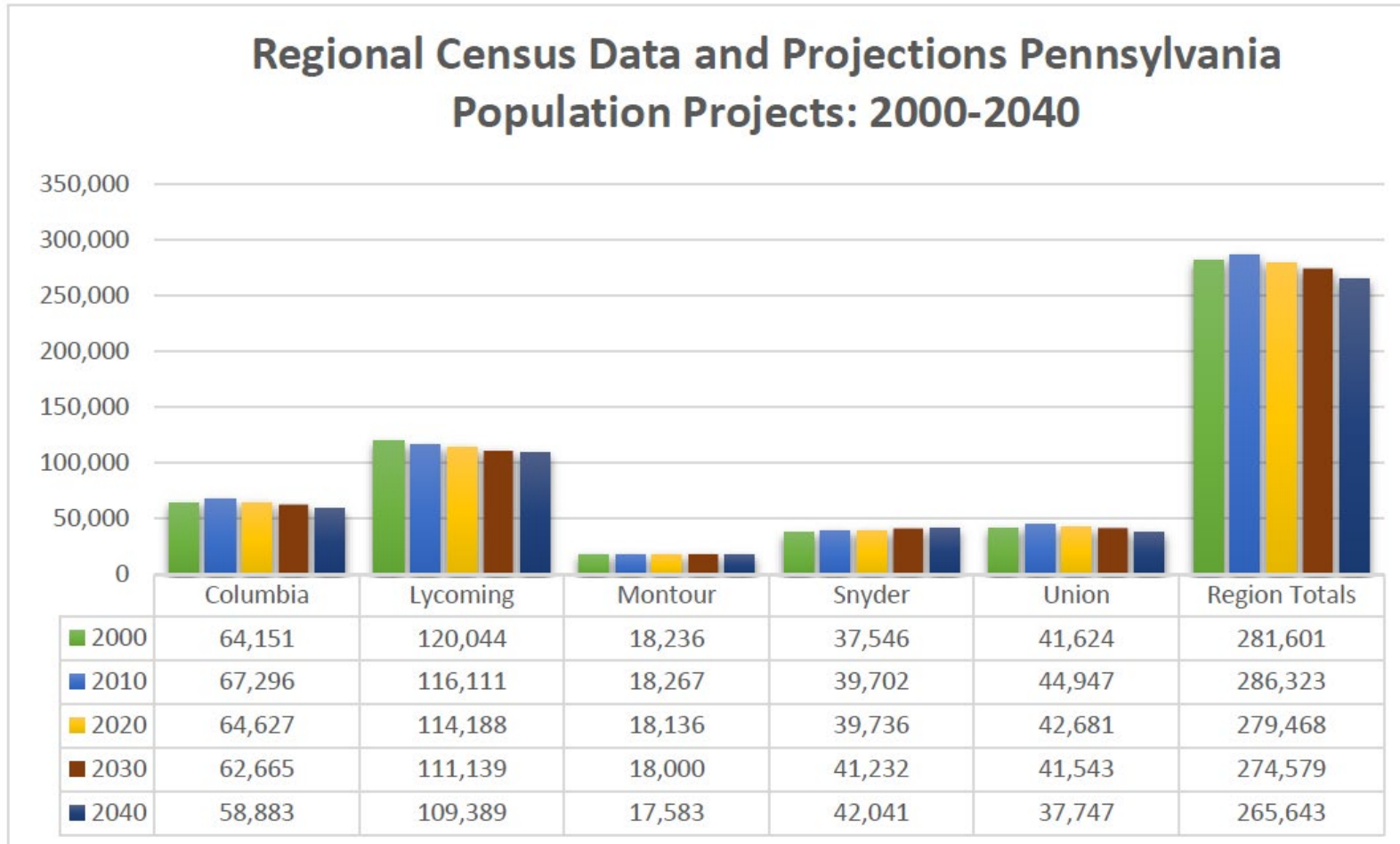
Summary of Previous County Solid Waste Plan Update

Table 1.2-1 Summary of Previous County Solid Waste Plan Update

County	Columbia	Lycoming	Montour	Snyder	Union
Published Date	2/2013	2/2013	2/2013	2/2013	2/2013
Municipalities	33	52	11	21	14
Land Mass (square miles)	484	1,216	131	332	317
2010 Census Population	67,296	116,111	18,267	39,702	44,947
2020 Census Population	64,627	114,188	18,136	39,736	42,681
Total Waste Generated 2009 (tons)	75,796	120,459	13,042	23,499	33,357
- Municipal	52,160	77,407	7,872	15,999	21,878
- Residual	12,656	20,242	1,832	5,009	5,255
- Sewage/Sludge	4,152	10,545	12	1,299	3,755
- Infectious/ Chemotherapeutic	0	279	1,779	0	0
- Construction/Demolition	6,705	5,790	1,487	1,095	2,444
- Ash	12	4,099	0	50	14
- Asbestos	111	2,096	59	46	14
- Household Haz. Waste	not listed				not listed
Recycled Tons	77,203	197,823	4,987	29,855	30,033

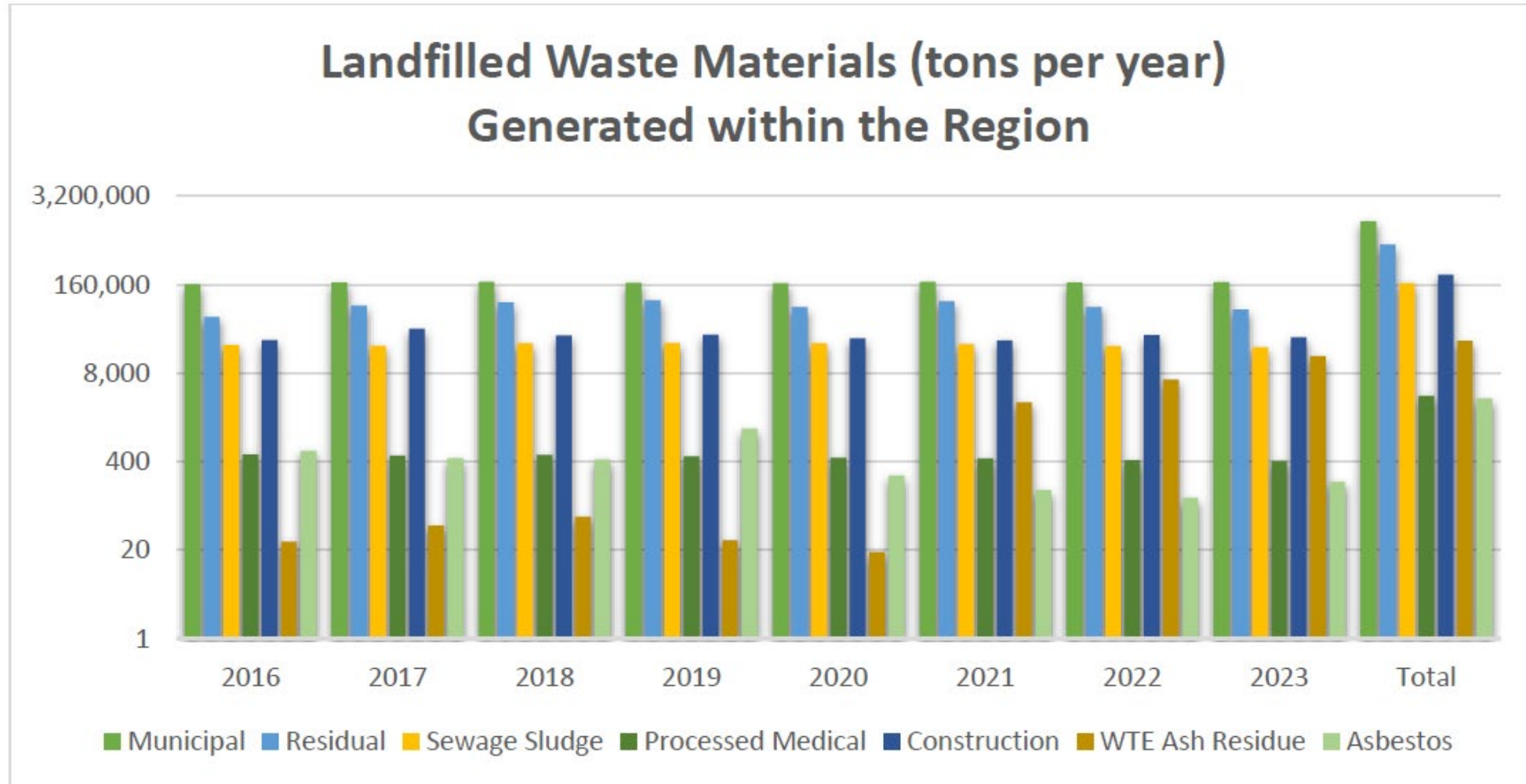
Regional Solid Waste Management Plan

Regional Census and Population Projections



Regional Solid Waste Management Plan

Landfilled Waste Materials Generated within the Region



Regional Solid Waste Management Plan

Waste Accepted and Produced within Region

Table 2.2-1
Waste Disposed of by the Region at the Lycoming County Landfill, 2012-2023

County	Municipal	Residual	Sewage Sludge	Processed Medical Waste	C&D	WTE Ash	Asbestos	Total Tonnage
Columbia	560,141	132,388	89,369	0	107,194	0	712	889,803
Lycoming	691,432	175,733	104,208	1,140	42,700	4,085	280	1,019,577
Montour	100,514	51,348	2,075	6,483	19,503	23,692	377	213,992
Snyder	131,506	49,159	11,755	0	13,941	251	1,711	208,324
Union	266,436	161,917	44,274	0	39,321	133	573	512,653

Regional Solid Waste Management Plan

Regional/Projected Per Capita Landfilled/Recycled Waste

Table 3.1-2
Regional Per Capita Landfilled and Recycled Waste

	Regional Population	MSW+C&D Tonnage	MSW+C&D Tons/capita	Recycled Tonnage	Recycling tons/capita	MSW+C&D +Recycled	MSW+C&D +Recycling tons/capita
2016	285,143	187,112	0.66	106,607	0.37	293,719	1.03
2017	283,099	208,170	0.74	106,102	0.37	314,272	1.11
2018	282,856	204,271	0.72	94,912	0.34	299,183	1.06
2019	281,788	198,927	0.71	106,825	0.38	305,752	1.09
2020*	279,468	194,059	0.69	91,465	0.33	285,652	1.02
2021	278,839	201,258	0.72	91,827	0.33	293,085	1.05
2022	278,517	199,530	0.72	80,563	0.29	359,080	1.29
2023	282,234	200,279	0.71	--	--	--	--
Avg.	281,493	199,201	0.71	96,900	0.34	307,249	1.09

*US Census Population Estimates

Regional Solid Waste Management Plan

Regional/Projected Per Capita Landfilled/Recycled Waste

Table 3.1-3
Projected Regional Per Capita Landfilled/Recycled Waste

	Population	M+C+R tons/capita	M+C+R tonnage	4 Waste Streams	"Gross Discards"	Recycling tons/capita	Recycled tons	Landfilled Tons
2020	279,468	1.02	285,525	22,822	308,347	0.33	91,465	216,882
2025	284,026	1.09	309,588	24,685	334,273	0.34	96,569	237,704
2026	284,090	1.09	309,658	24,685	334,343	0.34	96,591	237,752
2027	284,155	1.09	309,729	24,685	334,414	0.34	96,613	237,801
2028	284,221	1.09	309,801	24,685	334,486	0.34	96,635	237,851
2029	284,288	1.09	309,874	24,685	334,559	0.34	96,658	237,901
2030	284,344	1.09	309,935	24,685	334,620	0.34	96,677	237,943
2031	284,433	1.09	310,032	24,685	334,717	0.34	96,707	238,010
2032	284,522	1.09	310,129	24,685	334,814	0.34	96,737	238,077
2033	284,613	1.09	310,228	24,685	334,913	0.34	96,768	238,145
2034	284,705	1.09	310,328	24,685	335,013	0.34	96,800	238,213
2035	284,788	1.09	310,419	24,685	335,104	0.34	96,828	238,276
2040	285,478	1.09	311,171	24,685	335,856	0.34	97,063	238,793

*Average Population and waste from Table 3.1-2 and Population Estimates from Table 1.2

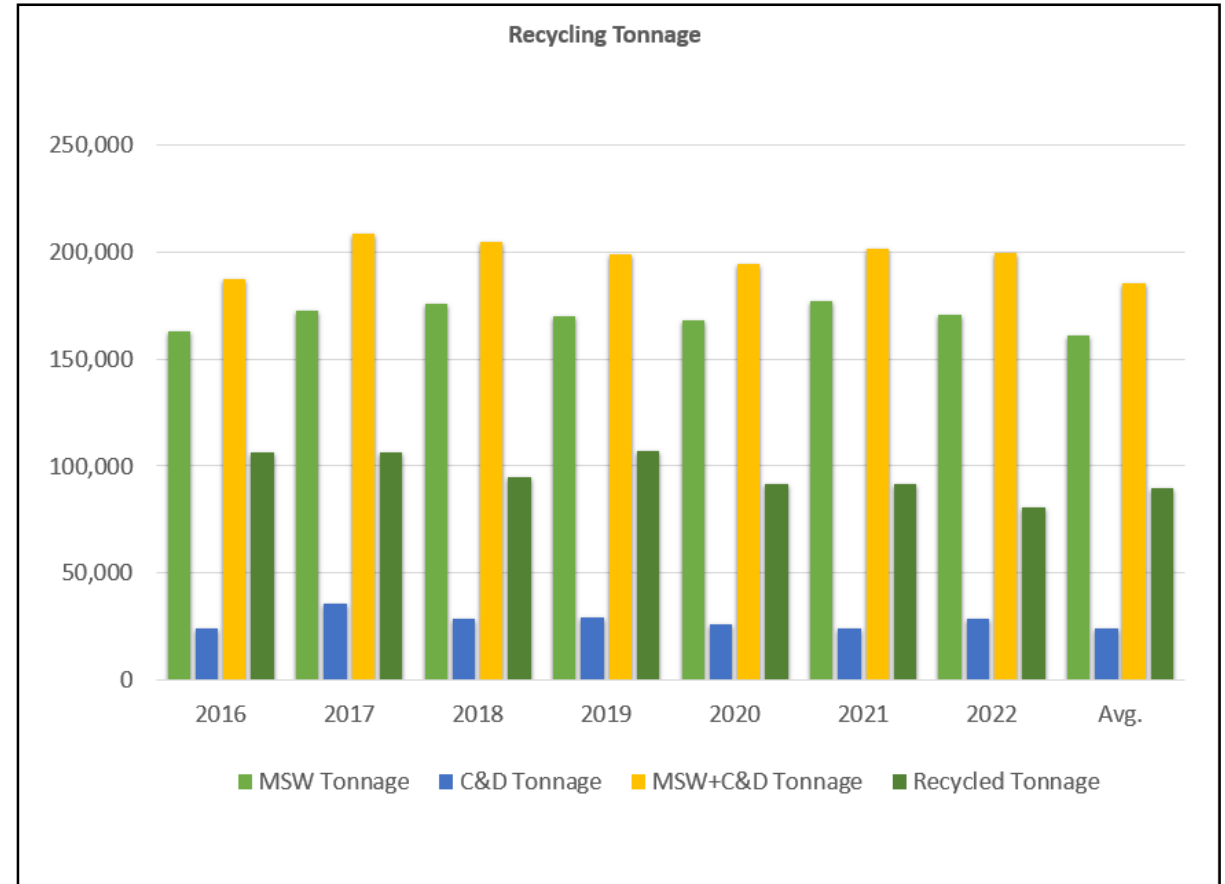
** M = Municipal Solid Waste, C = Construction & Demolition Waste, R = Recycling

Regional Solid Waste Management Plan

Recycling Percentage and Tonnage

Table 3.1-1
Regional Recycling Percentage

	Regional MSW Tonnage	Regional C&D Tonnage	MSW+C&D Tonnage	Recycled Tonnage	MSW+C&D +Recycling Tonnage	% Recycled
2016	162,639	24,473	187,112	106,607	293,719	36%
2017	172,297	35,872	208,170	106,102	314,272	34%
2018	175,625	28,646	204,271	94,912	299,183	32%
2019	169,736	29,191	198,927	106,825	305,752	35%
2020	168,009	26,051	194,059	91,593	285,652	32%
2021	176,872	24,386	201,258	91,827	293,085	31%
2022	170,683	28,848	199,531	80,563	280,094	29%
2023	173,416	26,863	200,279	--	--	--
Avg.	171,160	28,041	199,201	96,918	295,965	33%



Regional Solid Waste Management Plan

County Recycling Programs

Columbia

- Provides advice and technical assistance to their municipalities, along with education programs
- 4 communities with recycling drop-off sites and also 6 composting sites

Lycoming

- Lycoming County Resource Management Services offers a wide variety of services to its county residents and residents in surrounding counties

Montour

- Provides assistance to its 11 municipalities concerning recycling, composting, solid waste management and in holding recycling events.
- Danville Borough drop-off and curbside recycling program

Snyder

- Serval county municipalities provide resident with drop-off-recycling locations, education and periodic special events

Union

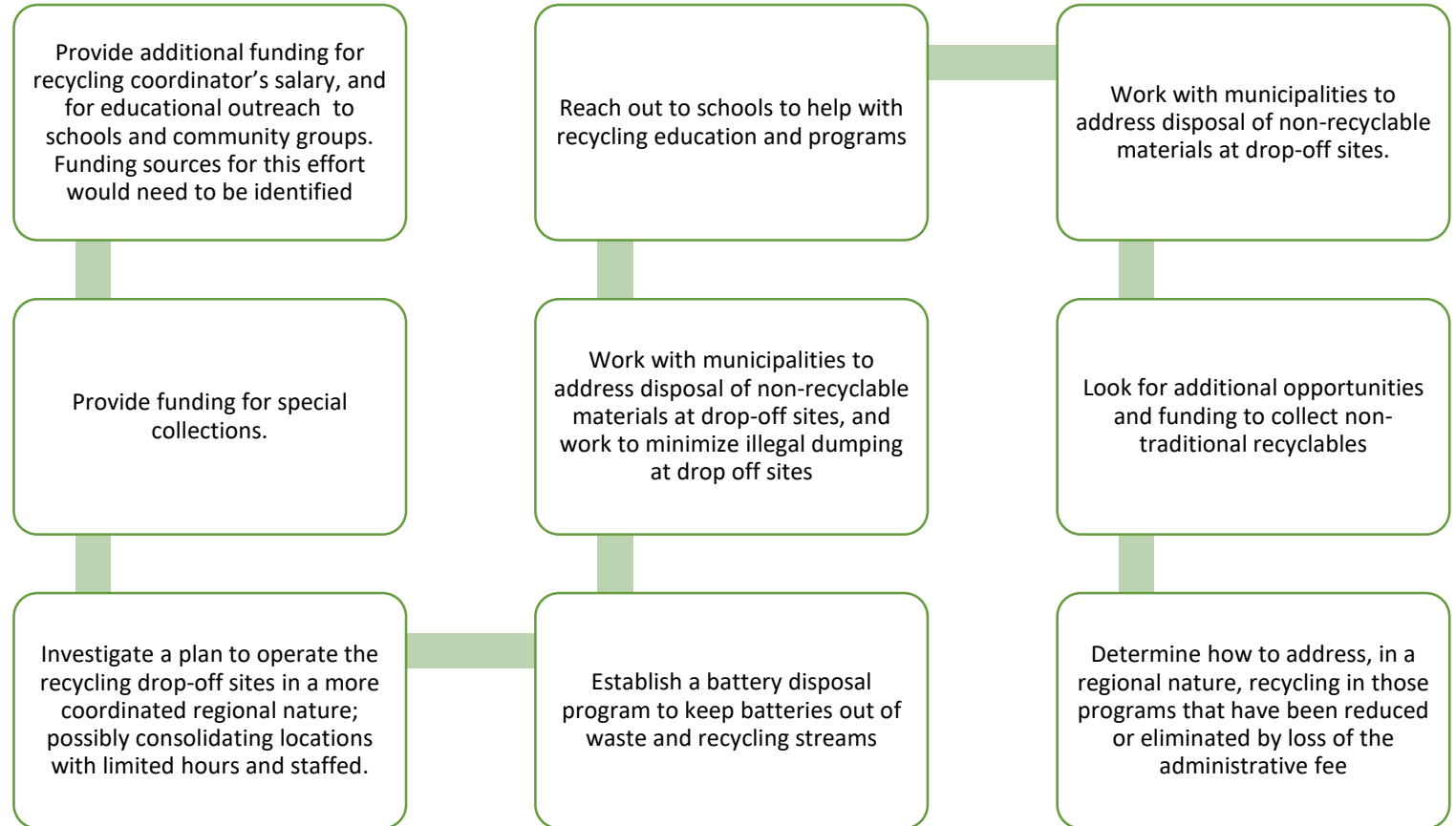
- Provides a series of drop-off locations throughout the county, with two locations containing curbside collection
- Lewisburg Borough operates yard waste drop-off and leaf collection

Regional Solid Waste Management Plan

Plan Recommendations for County Programs

Several recommendations targeted at specific County Programs were made in the plan. Highlighted recommendations mention:

- Need for Additional Funding for recycling coordinator and special collections
- Assistance for municipalities to address disposal of non-recyclable materials
- Plan coordination need to operate recycling drop-off sites
- Need for Battery Disposal Program
- Open Plan
 - Agreement with LCRMS for disposal capacity
 - No mandates for waste disposal to LCRMS



Regional Solid Waste Management Plan

Plan Website

Review the Plan on the Web

- Link:

<https://www.lyco.org/Departments/Planning-and-Community-Development/Solid-Waste-Management-Plan>

- Full Text of the Plan
- Appendixes
- Plan Maps
- Presentation
- Staff Contact Information



Regional Solid Waste Management Plan

Presentation Questions

Questions?

Shannon Rossman

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Maleick Fleming

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