

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, OCTOBER 24, 2024
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 BID OPENING

- 2.1 Krista Rogers – Open the following bid:
 - Williamsport Cross Pipe Rehabilitation Project Phase 2

3.0 REPORTS

- 3.1 Krista Rogers – Vote to ratify accounts payable cash requirement report for invoices due through 10/30/24 paid on 10/23/24 in the amount of \$1,414,626.08.

Recess Commissioners' Public Meeting for the Salary Board

4.0 SALARY BOARD

- 4.1 Convene Salary Board.
- 4.2 Vote to approve October 17, 2024, Salary Board minutes.
- 4.3 Vote to approve the following salary board actions:
 - Prison (Bail Release) - Move Bryssa Dunkleberger from pay grade 8 to pay grade 9 effective May 1, 2024 due to successful completion of training.
- 4.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

- 5.1 Michael 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

6.0 ACTION ITEMS

- 6.1 Forrest Lehman –Vote to approve the Change Order #4 with H & P Construction in the amount of \$16,730.00 for ADA Polling Place construction at the Clinton Township Volunteer Fire Company. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.2 Michael Hagen – Vote to approve the revisions to the following Lycoming County Policy and Procedures:
504 – Travel & Business-Related Expense Policy
711 – Communication Device Policy
1307 – Procurement Card Policy
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.3 Michael Hagen – Vote to award the bid for the compensation study to CBIZ Compensation Consulting in the amount of \$114,995.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.4 Stacy Folk – Vote to approve the following Lycoming County LEPC Membership Applications:
- Kenneth Smith
 - Sam Aungst
 - Jeff Passerrello
 - Joseph Miller
- Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 6.5 Kelsey Green – Vote to approve the 2025 Community Clean Water Action Plan Coordinator Grant Application to the PA Department of Environmental Protection in the amount of \$100,000.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.6 Kelsey Green– Vote to approve the 2025 Countywide Action Plan Implementation grant application to the PA Department of Environmental Protection in the amount of \$492,447.40. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.7 Jenny Picciano– Vote to ratify the 2023/2024 Pennsylvania Housing Affordability and Rehabilitation Enhancement Grant Agreement with Pennsylvania Housing Finance Agency in the amount of \$1,300,000.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.8 Monica Fox- Vote to approve the Amendment to the Subrecipient Agreement with the South Williamsport Borough CDBG FFY21. (CDBG FFY21 funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.9 Leslie Kilpatrick– Vote to approve the Vertiv Agreement with E-Plus in the amount of \$7,380.44. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.10 Leslie Kilpatrick – Vote to approve the 3-year subscription renewal with Netwrix in the amount of \$38,874,06. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.11 Leslie Kilpatrick – Vote to approve the Subscription Renewal with Marco in the amount of \$37,415.00 for the Multi Factor Authentication Software. (2024/25 approved budgeted item)
Mr. Mussina moved to table. Mr. Sortman 2nd the motion. Approved 3-0
- 6.12 Mya Toon – Vote to ratify the Grant Award for the Lycoming County Jail based program in the amount of \$103,000.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.13 Mya Toon – Vote to approve the Subrecipient Agreement with Lycoming County United Way in the amount of \$195,505.00
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.14 Mya Toon – Vote to approve the Emergency Management Performance Grant Agreement for the FFY 2024 in the amount of \$60,498.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.15 Mya Toon – Vote to approve the Amendment to the Agreement with Geo Drug Testing for a price increase of .45 cents per test for confirmation testing. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.16 Matthew McDermott – Vote to ratify the Luminare Administrative Services and Stop Loss Aetna Agreement 2025.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

8.0 COMMISSIONER COMMENT

Mr. Sortman thanked the volunteers at the township meeting last night for everything they do. He also thanked State Representative Joe Hamm for his

impressive comment about Pennsylvania being a place not only raise children but to also retire.

Mr. Mussina clarified about the legitimate process that allowed the republican party to set up a tent outside of the Lycoming County courthouse.

Mr. Metzger thanked the members of the South Side Association and reminded the community of the Veteran's parade coming up on Nov 9th in Muncy.

9.0 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

Thomas Adams: Good morning Commissioners and Lycoming County! I think it is very sad, that the division of our nation stems from an ignorance of our Founders and understanding of our constitutional rights and responsibilities each of us are to bear, to protect and ensure Life, Liberty and the Pursuit of Happiness for us and our future generations. Immorality and ignorance are our biggest enemies. There are lot of false accusations made against republican candidates, which are continually repeated in major media outlets. When people are willing to do searches for alternative media sources (such as on You

Tube) people have a chance to at least hear the other side of the story. Then think about what sources are more trustworthy and what sources are more logically sound to understand the truth of any Thomas Adamssituation or person. This is still the beauty of internet capability. Whatever platform makes all sources available without censoring the information. Personally, as our Founders held, I think all vulgar and abusive language (in the traditional sense) should be censored, because it is emotionally destructive.

Please vote based on proven abilities and past performance. We should never vote on the basis of sex, or race, or an identification with a certain group. There are always bad people on both sides, but to what extremes are they proposing to go? I hear a lot of upheaval being promised by the anti-Christian crowd.

Em Gee: unabke ti understand Mr. McDermitt, apology for typos clarification: Mr. McDermott's voice is garbled. Perhaps his microphone needs an adjustment?

Thomas Adams: What side always seems to have violent behavior associated with it? Thank-you for this...as this is a county issue to always seek peace with each other and protect our fellow friends and neighbors from any chaos. Thank-you for your work and May God Bless America!

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, October 31, 2024, 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=dsWpa9Lq_ZY

ATTACHMENT (A)

PERSONNEL ACTIONS:

Michael 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:

Prison – Rion Withers, Correctional Officer, Union, \$20.00 per Hour, 80 Hours per Pay Period Anticipated Start Date: November 4, 2024.

Resource Management – Thomas Fuller, Recycling Laborer, Pay Grade 4, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 28, 2024.

Resource Management – Ben Uccello, Equipment Operator, Pay Grade 5, \$18.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: October 28, 2024.

9-1-1 Center – Megan Strassner, Telecommunicator I, Pay Grade 7, \$19.656 per Hour, 80 Hours per Pay Period, Effective Date: October 27, 2024

9-1-1 Center – Adam Malek, Telecommunicator I, Pay Grade 7, \$19.656 per Hour, 80 Hours per Pay Period, Effective Date: October 27, 2024

9-1-1 Center – Mark Miller, Communications Supervisor, Pay Grade 9, \$27.66786 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: November 10, 2024.

Juvenile Probation – Matthew Yonkin, Chief Juvenile Probation Officer, Pay Grade 12, \$81,140.387 per year, 75 hours per Pay Period, Anticipated Start Date: October 13, 2024.