

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, OCTOBER 31, 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 REPORTS

- 2.1 Krista Rogers – Vote to ratify accounts payable cash requirement report for invoices due through 11/06/24 to be paid on 10/30/24 in the amount of \$882,392.05.
- Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

Recess Commissioners' Public Meeting for the Salary Board

3.0 SALARY BOARD

- 3.1 Convene Salary Board.
- 3.2 Vote to approve the Salary Board minutes from the October 24, 2024 meeting.
- 3.3 Vote to approve the following Salary Board Actions:
 - Remove various positions from the TDA as listed in attachment (B)
- 3.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

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

5.0 ACTION ITEMS

- 5.1 Jason Yorks – Vote to approve the 2025 Fee Schedule with price increase.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.2 Kristin McLaughlin – Vote to approve the Subrecipient Agreement Amendment #3 with West Branch Regional Authority in the amount of \$750,000.00. (2024 approved ARPA funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.3 Kristin McLaughlin– Vote to approve the Subrecipient Agreement Amendment #2 with Hughesville Wolf Township Joint Municipal Authority in the amount of \$405,505.63. (2024 approved ARPA funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.4 Kristen McLaughlin – Vote to approve the Subrecipient Agreement with the City of Williamsport dba Williamsport Fire Department in the amount of \$109,360.00. (2024 approved ARPA funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.5 Adrienne Stahl – Vote to approve the Agreement with Peter Lovecchio, Esquire. (2024 Approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.6 Adrienne Stahl – Vote to approve the Agreement with Donald F. Martino, Esquire. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.7 Mike Hagen - Vote to approve the revisions to the Lycoming County Compensation Policy # 400.2 Cost of Living.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.8 Kelsey Green– Vote to approve the Amendment to the Agreement with Loyalsock Township. (2024 approved CAP grant funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.9 John Lavelle – Vote to approve the Agreement with Williamsport Ballpark, Inc. in the amount of \$1,000,000.00. (2024 approved ARPA funds)
Mr. Mussina moved to table. Mr. Sortman 2nd the motion. Approved 3-0
- 5.10 Maleick Flemming for Jenny Picciano – Vote to approve Amendment 1 with BRS, Inc
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.11 Maleick Flemming for Jenny Picciano – Vote to approve the submission of the PHARE Grant application to PHFA in the amount of \$1,095,000.00. (2024 approved budgeted item – grant funds)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.12 Mya Toon – Vote to approve the Tax & Revenue Anticipation Note Resolution (Resolution 2024-21) with DCED in the amount of \$5,989,000.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.13 Mya Toon – Vote to approve the Lease Agreement with the Salvation Army for the Festival of Trees.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.14 Mya Toon – Vote to award the bid for the ADA Ramp Replacement to C.K. Manufacturing, LLC in the amount of \$52,764.00. (2024 approved budgeted item)
Mr. Mussina moved to table. Mr. Sortman 2nd the motion. Approved 3-0
- 5.15 Mya Toon – Vote to approve the Agreement with John Sanso Concrete in the amount of \$5,500.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 5.16 Mya Toon – Vote to Ratify the Grant Application for the Lycoming County Victim Witness Services in the amount of \$122,201.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

6.0 BOARD OF ASSESSMENT REVISIONS

- 6.1 Convene Board of Assessment Revisions.
- 6.2 Brooke Wright – Approve/Deny the following real estate exemptions as outlined in Attachment C.
Mr. Mussina moved to deny. Mr. Sortman 2nd the motion. Denied 3-0
- 6.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

7.0 COMMISSIONER COMMENT

Mr. Sortman stated that we are aggressively looking at cost savings to try to limit any increases in taxes.

Mr. Metzger stated that this year’s budget has been the most difficult compared to past years, and will continue to do our best and exercise due diligence to balance the budget in the most efficient way.

Mr. Mussina reminded the community that statistically, Halloween is when children are most likely to be hit by cars. He asked for drivers to be hyper-vigilant and extremely careful, especially in highly populated areas where trick-or-treaters may be in dark costumes and not easily visible at night.

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.

Chris Tsai, Reentry Coalition Committee, expressed she was unaware that these organizations engaged in charitable work and believes they should make this information more public so that non-profit agencies providing charitable services to the community can receive more frequent public recognition. Ms. Tsai also appreciated Commissioner Mussina’s comments, finding it encouraging and reassuring to hear that all of the Commissioners are working together across party lines to help residents in Lycoming County.

Jeff Stroehmann, a county resident, stated that he appreciates everything that the Commissioners do and that true leadership comes from the bottom.

YOUTUBE COMMENT

Thomas Adams: Good morning Commissioners and Lycoming County. Again, we see the courts' interference with law. The argument against the mail ballots not being properly filled out. Simple instructions that are not followed are an indication of voter fraud. By law these ballots are not to be counted is challenged for the only reason to allow for fraudulent voting. The courts proper response is to recognize the

Thomas Adams: constitutional requirement, of every state will have a republican form of government. The actions of the courts striking down laws or rewriting them or dreaming up new laws is not a republican form of government. It is an oligarchy. All court decisions that are interfering with our legislatures when promoting the destruction of our founding and Founders' principles, per the constitutional oaths of office by every government official requires a stance to follow the righteous laws that promote decency, safety, security and liberty under law must be preserved. Act 77 is a glaring example of judicial interference of our constitutional republic. Because Act 77 wasn't constitutionally passed it absolutely should be ignored, along with every other court declaration that bypass our state and federal constitutions. I know the firestorm of opposition that would arise...out of ignorance or hatred for America as founded. There are people who will absolutely stand with you, if such actions were taken by our officials. Thank-you for your work and dedication to do the best job you can, considering the current climate of our culture today!

Truthseeker: Is your hiring freeze (so not to “waste” 2 mill) banking on project 2025 filling positions? Thought your health center was saving so much money?

*Rogelio Marrero: YouTube DJ Winner #1hola, como esta
si me gusta music excelente viendo ,Subscribers primero campeones perfecto Octubre
31/10/2024 harry halloween si fiesta entiendo hoy perfecto viendo bloquear Twitch error
Truthseeker: Using words like “waste” when related to future employees- speaks
volumes to how you feel & treat current and previous employees
Em Gee: The Scottish Rite Masons are very different from other world wide Masinic
lodges but their ties to the unified Mason organization worldwide causes pause.
Truthseeker Previous comment: Project 2025 referencing, Chapter 3, where you would
mirror Federal!
Em Gee: Could nit hear comment from audience nembr whi did nit cone up to the podium
Truthseeker: A portable mic for public unable to get to podium would be appropriate so their
voice could be heard!*

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, November 7, 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=LtaVzQCBqf0>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Prison – Noah Derr, Correctional Officer, Union, \$20.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: December 16, 2024.

Resource Management – Nickolas Dirk, Recycling Laborer, pay Grade 4, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 4, 2024.

Resource Management – Nolan Loss, Recycling Laborer, pay Grade 4, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 4, 2024.

ATTACHMENT B

Department	Position	Pay Grade	Bi-Wkly Hrs	Yearly Rate	Benefits	Worker's Comp	TOTAL SAVED	Notes
9-1-1 Center	Communication Spec/Project Manager	N/A					\$ -	Never filled
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	Never filled
9-1-1 Center	FT Telecommunicator II	8	80	\$ 42,660.80			\$ 42,660.80	Never filled
9-1-1 Center	FT Telecommunicator Trainee	7	80	\$ 38,937.60			\$ 38,937.60	
9-1-1 Center	FT Telecommunicator Trainee	7	80	\$ 38,937.60			\$ 38,937.60	
9-1-1 Center	FT Telecommunicator Trainee	7	80	\$ 38,937.60			\$ 38,937.60	
9-1-1 Center	PT Telecommunicator II	8	<1000	\$ 42,660.80			\$ 42,660.80	Never filled
9-1-1 Center	PT Telecommunicator II	8	<1000	\$ 42,660.80			\$ 42,660.80	Never filled
9-1-1 Center	PT Telecommunicator II	8	<1000	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	PT Telecommunicator II	8	<1000	\$ 42,660.80			\$ 42,660.80	
9-1-1 Center	PT Telecommunicator II	8	<1000	\$ 42,660.80			\$ 42,660.80	
Adult Probation	Adult Probation Officer	APO	80	\$ 45,364.80			\$ 45,364.80	
Central Processing	Central Processing Officer	Union	<1000				\$ -	Never filled
Central Processing	Central Processing Officer	Union	<1000				\$ -	Never filled
Central Processing	Central Processing Officer	Union	<1000				\$ -	Never filled
Central Processing	Central Processing Officer	Union	<1000				\$ -	Never filled
Central Processing	Central Processing Officer	Union	<1000				\$ -	Never filled
Controller	Lead Payroll/AP Specialist	7	75	\$ 36,504.00			\$ 36,504.00	
Controller	PT Administrative Specialist	5	<1000	\$ 15,750.00			\$ 15,750.00	
Controller	Senior Accountant	10	75	\$ 47,794.50			\$ 47,794.50	
Controller	Senior Accountant	10	75	\$ 47,794.50			\$ 47,794.50	
Coroner	Deputy Coroner On Call	N/A	<1000				\$ -	Never filled
Coroner	Deputy Coroner On Call	N/A	<1000				\$ -	Never filled
Courts	Court Reporter	N/A					\$ -	Never filled
Courts	Family Court Hearing Officer	13	75	\$ 62,809.50			\$ 62,809.50	
Courts	Law Clerk II	12	75	\$ 57,310.50			\$ 57,310.50	
Courts	Temporary Secretary	5	<1000	\$ 15,750.00			\$ 15,750.00	
Courts	Temporary Secretary	5	<1000	\$ 15,750.00			\$ 15,750.00	
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	

Department	Position	Pay Grade	Bi-Wkly Hrs	Yearly Rate	Benefits	Worker's Comp	TOTAL SAVED	Notes
Courts	Tipstave	1	<1000	\$ 11,220.00			\$ 11,220.00	
District Attorney	Assistant District Attorney	DA	75	\$ 62,315.00			\$ 62,315.00	
Domestic Relations	Dom Relations Attorney	11	75	\$ 26,860.00			\$ 26,860.00	
Domestic Relations	Domestic Relations Officer	DRO	75				\$ -	
Domestic Relations	Domestic Relations Officer	DRO	75				\$ -	
Domestic Relations	FT Clerk III	4	75	\$ 28,158.00			\$ 28,158.00	
Domestic Relations	FT Clerk III	4	75	\$ 28,158.00			\$ 28,158.00	
Domestic Relations	FT Clerk III	4	75	\$ 28,158.00			\$ 28,158.00	
Domestic Relations	FT Clerk III	4	75	\$ 14,440.00			\$ 14,440.00	
Domestic Relations	PT Clerk III	4	<1000				\$ -	
DUI	Special Detective Coordinator	DA	<1000	\$ 25,000.00			\$ 25,000.00	
DUI	Special Detective DUI Center	DA	<1000	\$ 25,000.00			\$ 25,000.00	
DUI	Special Detective DUI Center	DA	<1000	\$ 25,000.00			\$ 25,000.00	
DUI	Special Detective DUI Center	DA	<1000	\$ 25,000.00			\$ 25,000.00	
Facilities Management	Custodial Lysock	3	75	\$ 25,896.00			\$ 25,896.00	
Facilities Management	Custodial Worker	3	75	\$ 25,896.00			\$ 25,896.00	
Facilities Management	Temp Electrician	11	75	\$ 68,250.00			\$ 68,250.00	
Financial Management	Financial Support Specialist	7	75	\$ 36,504.00			\$ 36,504.00	
Financial Management	Financial Technician	6	75	\$ 33,501.00			\$ 33,501.00	
Haz-Mat	Chief Emergency Planner	N/A					\$ -	Never filled
Information Services	Clerk III	4	75	\$ 28,158.00			\$ 28,158.00	
Information Services	Consolidated Services Manager	11	75	\$ 52,377.00			\$ 52,377.00	
Management Information	CIO/Director of IT	13	75	\$ 62,809.50			\$ 62,809.50	
Management Information	Deputy CIO	12	75	\$ 57,310.50			\$ 57,310.50	
MDJ Solomon	Mag Dist Crt Admin Specialist (Contingent positio	5	75	\$ 30,712.50			\$ 30,712.50	
Planning	Financial Admin Supervisor	10	75	\$ 47,794.50			\$ 47,794.50	
Planning	Natural Resources Planner	9	75	\$ 43,660.50			\$ 43,660.50	
Pre-Release Center	Clerk III	4	80				\$ -	Never filled
Pre-Release Center	Employment Officer	6	80				\$ -	Never filled
Pre-Release Center	Resident Supervisor	Union	80	\$ 38,771.20			\$ 38,771.20	
Pre-Release Center	Resident Supervisor	Union	80	\$ 38,771.20			\$ 38,771.20	
Pre-Release Center	Resident Supervisor	Union	80	\$ 38,771.20			\$ 38,771.20	
Prison	FT LPN	10	80	\$ 62,400.00			\$ 62,400.00	
Prison	FT LPN	10	80	\$ 62,400.00			\$ 62,400.00	
Prison	Intake Officer	Union	80	\$ 41,600.00			\$ 41,600.00	
Procurement	Chief Procurement/Grant Officer	12	75	\$ 57,310.50			\$ 57,310.50	
Procurement	FT Administrative Specialist	6	75	\$ 33,501.00			\$ 33,501.00	

Department	Position	Pay Grade	Bi-Wkly Hrs	Yearly Rate	Benefits	Worker's Comp	TOTAL SAVED	Notes
Public Defender	Assistant Public Defender	APD	75	\$ 62,315.00			\$ 62,315.00	
Public Defender	Assistant Public Defender	APD	75	\$ 62,315.00			\$ 62,315.00	
Public Defender	Assistant Public Defender	APD	75	\$ 62,315.00			\$ 62,315.00	
Public Defender	PT PD Investigator		7 <1000	\$ 18,750.00			\$ 18,750.00	
Register and Recorder	Clerk III (Contingent)		4 75	\$ 28,158.00			\$ 28,158.00	
Resource Management	Floating Custodian		4 80	\$ 30,160.00			\$ 30,160.00	
Resource Management	FT Equipment Operator		6 80	\$ 37,440.00			\$ 37,440.00	
Resource Management	FT Equipment Operator		6 80	\$ 37,440.00			\$ 37,440.00	
Resource Management	Maintenance Specialist	N/A	80				\$ -	Never filled
Resource Management	PT Equipment Operator		5 <1000	\$ 18,000.00			\$ 18,000.00	
Resource Management	PT Equipment Operator		5 <1000	\$ 18,000.00			\$ 18,000.00	
Resource Management	PT Equipment Operator		5 <1000	\$ 18,000.00			\$ 18,000.00	
Resource Management	Shipping Clerk		6 80	\$ 37,440.00			\$ 37,440.00	
Resource Management	Temp RMS Specialist Projects		13 75	\$ 62,809.50			\$ 62,809.50	
Sheriff	Clerk III		4 75	\$ 28,158.00			\$ 28,158.00	
Sheriff	Clerk III		4 75	\$ 28,158.00			\$ 28,158.00	
Sheriff	Deputy Sheriff First Class	DS	80	\$ 47,070.40			\$ 47,070.40	
Sheriff	Temp Sheriff Special Projects	N/A	<1000				\$ -	Never filled
Soil Conservation	Agriculture Conservation Tech		9 75	\$ 43,660.50			\$ 43,660.50	
Soil Conservation	West Nile Virus Technician		7 <1000	\$ 18,720.00			\$ 18,720.00	Never filled
Treasurer	Clerk III		4 <1000	\$ 14,440.00			\$ 14,440.00	
Totals:				\$ 2,863,242.40	\$ -	\$ -	\$ 2,863,242.40	

The following changes were made to attachment B.

- These 2 positions will be kept on TDA

Courts	Tipstave	1 <1000	\$ 11,220.00			\$ 11,220.00	
Courts	Tipstave	1 <1000	\$ 11,220.00			\$ 11,220.00	

The new total saved highlighted in Attachment B is \$2,840,842

ATTACHMENT C

2024 EXEMPTION REQUESTS				
<u>PARCEL</u>	<u>NAME</u>	<u>SITE LOCATION</u>	<u>REASON FOR EXEMPTION</u>	<u>ASSESSED VALUE</u>
40-393-113.B	Muncy Lodge 299 Masonic Temple Assoc	28 Brummer Pond Rd	Purely Public Charity under HB 1300	414,920
62-002-209	Scottish Rite Cathedral	348 Market St	Purely Public Charity under HB 1300	400,000