

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 AGENDA
THURSDAY, NOVEMBER 14, 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
- 1.5 Public Comment on Agenda Items Only

None

2.0 REPORTS

- 2.1 Nicki Gottschall for Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 11/20/24 to be paid on 11/13/24 in the amount of \$707,386.14.

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

3.0 INFORMATION ITEMS

- 3.1 Frank Pellegrino – Airport Authority Update

Mr. Richard Howell attended in lieu of Mr. Pellegrino. He introduced Mark Cestari, Chief Commercial Officer for Southern Airways. Mr. Cestari reported that the flight schedule at the airport is being expanded from 10 to 12 round trips daily, as well as overnight aircrafts. The new flight schedule will begin on 1/1/25. He reviewed the new flight schedule and the benefits for travelers. They are projecting a 25% increase in ridership and revenue with the new schedule. Higher ridership and revenue will decrease the revenue guarantee needed. Mr. Cestari also reported the fleet will be updated and upgraded over the next several years. One should be arriving in the next several weeks. Mr. Cestari announced that the headquarters for Southern Airways is moving to Dallas, Texas on 2/1/25.

- 3.2 Michael Hagen – Elected Official Personnel Actions:

- Register & Recorder – Aubrey Hess, Clerk IV, 5, \$16.4285, 75 Hours per Pay Period, Anticipated Start Date: November 18, 2024

4.0 PERSONNEL ACTIONS

- 4.1 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

5.0 ACTION ITEMS

- 5.1 Forrest Lehman –Vote to approve the Change Order #6 with H&P construction in the amount of \$20,757.00 for ADA renovations at Northway Community Church polling site. (2024 approved budgeted item)

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

- 5.2 Mya Toon – Vote to approve the grant contract with Commonwealth Financing Authority to be used to purchase equipment associated with the Central Forensics Facility Equipment Project in the amount of \$346,511.00.

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

- 5.3 Mya Toon - Vote to approve the list of contracts approved by the Director of Administration for the month of October 2024, prior to policy change.

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

- 5.4 Shannon Rossman – Vote to approve Resolution 2024-24 to ratify the extension of Waiver of Development Permit Fee for an additional 46 days, retroactive to November 7, 2024 due to Tropical Storm Debbie. The new expiration date is December 23, 2024.

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

- 5.5 Tom Ungard – Vote to approve the submittal of a funding request to the Spirit of Blue Foundation to acquire safety and tactical equipment for the Narcotics Enforcement Unit.

Tom Ungard reviewed the wish list of items being submitted to the Foundation and the need for each item.

Katherine DeSilva explained the Spirit of Blue Foundation and how they disperse items throughout the year to organizations throughout the country. She referenced their previous request to Halliburton.

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

- 5.6 Maleick Fleming – Vote to approve the 2023-2024 PHARE Subrecipient Agreement with the American Rescue Workers in the amount of \$150,000.00. (2024 approved budgeted item)

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

- 5.7 Ken George – Vote to approve the purchase of a snow plow & salt spreader from Ground Shaker Motorsports in the amount of \$12,975.00. (not an approved budgeted item, but funds are available)

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

- 5.8 Matthew McDermott – Vote to approve Resolution 2024-25 Letter of Commitment to the Williamsport Municipal Airport Authority for the Small Community Air Service Development Program in the amount of \$500,000.00.

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

Commissioner Metzger explained that this is the County’s contribution – local match to the Small Community Air Service Development Program. The Airport committed \$400,000.00 and the Chamber committed \$150,000.00. It’s on an as needed (draw down) basis.

Mr. McDermott pointed out that as ridership increases, the utilization of the minimum revenue guarantee decreases.

- 5.9 Matthew McDermott – Vote to approve the reappointment of Commissioner Scott Metzger to the Conservation District, effective 1/1/2025 – 12/31/25 (1-year term)

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

6.0 COMMISSIONER COMMENT

Commissioner Metzger announced that Muncy Borough put on a great Veterans Day parade and thanked all the veterans for all they have sacrificed to secure our freedom. He also commented on the Veterans Service that took place in Montoursville, thanking them for their hard work and excellent program.

Commissioner Sortman praised Lycoming Engines for the Veterans Luncheon they serve each year and the way they honor the veterans.

Commissioner Mussina thanked Commissioner Metzger for his hard work, dedication to the County and his Leadership.

Commissioner Metzger emphasized that it is a team effort involving all the elected officials and the employees that makes Lycoming County great.

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

Jennifer Rempe – Director of Development & Community Outreach – American Rescue Workers Comments attached

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None

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday November 21, 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=MRix4lKxc8s>

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 – Rachel Fox, Licensed Practical Nurse, 10, \$30.00 per Hour, 80 Hours per Pay Period, Effective Date: December 22, 2024.

Prison – Jay Rice, Correctional Officer, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 25, 2024.

Prison – Joshua Clancy, Correctional Officer, Union, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 25, 2024.

My name is Jennifer Rempe and I am the Director of Development & Community Outreach at the American Rescue Workers.

I am here to day to say thank you.

We are incredibly grateful to our county commissioners for your commitment to addressing homelessness and its' prevention in our community.

Today's action on the PHARE sub-recipient award to the American Rescue Workers to support homelessness prevention services in the city and Lycoming County is a **powerful example** of your dedication to **improving the lives** of all residents. This award and sub-recipient agreement **will provide critical resources** to those who need it most, helping them find stability and a path forward. We extend our sincere thanks to the commissioners for your compassion, leadership, and continued support in building a stronger, more inclusive community. I'd also like to thank the employees who help to administer the grant and keep everyone in compliance.