

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
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, NOVEMBER 7, 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 Nicki Gottschall – Vote to ratify accounts payable cash requirement report for invoices due through 11/13/24 paid on 11/6/24 in the amount of \$671,607.57.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 2.2 Nicki Gottschall – Vote to ratify jury panel payments in the amount of \$1,605.00 due on 11/5/24 due to equipment error.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 2.3 Nicki Gottschall – Vote to ratify the credit card cash requirement report of purchases from 9/27/24 through 10/24/24 in the amount of \$5,663.16.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

3.0 INFORMATION ITEMS

- 3.1 Forrest Lehman – Acknowledge the County will open the Bid for LC Voter Services Polling Place ADA Renovations – Group B

Jason Yorks- Acknowledge the County will be requesting bids for Leachate Force Main at Lycoming County Resource Management Services.

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

Recess Commissioners’ Public Meeting for the Board of Assessment Revisions

5.0 BOARD OF ASSESSMENT REVISIONS

- 5.1 Convene Board of Assessment Revisions.
- 5.2 Brooke Wright – Approve/deny the real estate refund 43-007-403 Meagher Investments LLC. in the amount of \$760.55.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 5.3 Brook Wright – Vote to approve to certify the tax rolls for 2025:
- | | | |
|-------------------------|--------------------|-----------------|
| Taxable Parcels- 52,000 | Assessment - | \$5,785,934,424 |
| Exempt Parcels - 2,131 | Assessment - | \$1,064,134,440 |
| Total Parcels - 54,131 | Total Assessment - | \$6,850,068,864 |

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

- 5.4 Adjourn Board of Assessment Revisions.

Reconvene Commissioners’ Public Meeting

6.0 ACTION ITEMS

- 6.1 Forrest Lehman– Vote to approve Change Order #5 to the contract with H&P construction in the amount of \$1,219.00 for additional handrail work at Heshbon United Methodist Church. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.2 Jason Yorks– Vote to approve the Grant of Right of Way to PPL for the new service on Allenwood Camp Road in Montgomery.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.3 ~~Jason Yorks– Acknowledge the County will be requesting bids for Leachate Foree Main at Lycoming County Resource Management Services.–(Information Item)~~
- 6.4 Michael Hagen– Vote to approve the New Process & Procedures for Non-Budgeted Expenditures.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.5 Charles Kiessling– Vote to approve the purchase of Morgue equipment from Mopec in the amount of 619,875.00. (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

- 6.6 Leslie Kilpatrick - Vote to approve the Letter of Agency to change the service provider from Comcast to Windstream for the phones and ports at MDJ Dieters office.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.7 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 approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.8 Matthew McDermott for Angie Himmelman – Vote to approve the Resolution 2024-23 appointing the Environmental Review Certifying Officer.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.9 Salvatore Vitko – Vote to approve the County LTAP Lease Agreement with Old Lycoming Volunteer Fire Company. (100% FHWA funded)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.10 Shannon Rossman – Vote to approve Resolution 2024- 22 and Fund Match Letter to the Statewide Local Share Assessment Grant for the construction of the new Magisterial District Justice Building in Jersey shore Borough in the amount of \$1,000,000.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.11 Ken George – Vote to approve the Change order with Dixon AC & R Corporation in the amount of \$13,221.50 (2024 approved budgeted item)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.12 Shanean Edmonds for Mya Toon – Vote to approve the Agreement with Donald Martino, Esq. (Not an approved budgeted item but funds are available)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.13 Shanean Edmonds for Mya Toon – Vote to approve the agreement with William Miele, Esq. (Not an approved budgeted item but funds are available)
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.14 Shanean Edmonds for Mya Toon – Vote to award the bid for Testing & Inspection of the Lycoming County Coroner Building to Hillis Carnes in the amount of \$62,390.00
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0
- 6.15 Salvatore Vitko for Mya Toon – Vote to approve the Amendment with PennDOT to increase the Time of the Agreement from June 30, 2028 to June 30, 2031 and the budget capacity in the amount of \$1,000,000.00.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

6.16 Shanean Edmonds for Mya Toon – Vote to approve the Amendment to the Agreement with Geo Reentry Services, LLC extending the agreement from 11/1/2024 through 10/31/2025.

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

7.0 COMMISSIONER COMMENT

Mr. Sortman gave a special thanks to all that were involved on election day.

Mr. Metzger reminded the community of the Veteran’s day Parade in Muncy on Saturday at 2:00 pm, it’s a lot of fun time to celebrate and honor our veterans. He asked for everyone to thank a veteran because without them we would not have our freedom.

Mr. Mussina gave a special thank you to all the service men and women who have served and especially thanked Chief of Administration and Director, Matthew McDermott and Director of Human Resources, Michael Hagen for their former service to our country.

Director Matthew McDermott responded, “On behalf of the county, it’s our honor.”

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

Thomas Adams: Good morning Commissioners and Lycoming County! I congratulate WAHS Marching Millionaires won the state championship at the Cavalcade of Bands American Class, this past weekend. Thank-you Commissioners for working together to promote a spirit of unity and security for our communities. Hopefully we continue to be a good example of living to fight another day and continue to be friends and neighbors. Thank-you Forrest for your dedication, as well! I enjoy voting in person, I am able to see and talk with people in my community, of whom I don't have the opportunity to interact with often....like a reunion of sorts. Seeing people we may not always agree with, but having a true care and love for each other, even if we don't completely understand each other. I think it is imperative for us to remain united for the common good and general welfare of all of our families, friends and neighbors. Let us look to the evidence into our historical documents of our nation's Godly Christian Heritage; whether on paper or etched in stone; to know why we are here and our purpose for the benefit of our future generations. From author, confounder of the Providence Foundation, Stephen McDowell: A brief tour of sites in our nation's capital reveals that Christianity is the source of America's Liberty and prosperity. In the words of the US House of Representatives in 1854: The great vital element in our system is the belief of our people in the pure doctrines and divine Truths of The Gospel of Jesus Christ." We as a nation must not forget that God is The Author of our Liberty, for if we do, we shall lose it. May God Bless Lycoming County and the United States of America! My prayers are with you all.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, November 14, 2024, 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=k9gkzNN3Do4>

ATTACHMENT (A)

PERSONNEL ACTIONS:

Pre-Release Center – Mary Stein, Resident Supervisor, Union, \$18.64 per Hour, 80 Hours per Pay Period, Anticipated Start Date: November 18, 2024.

Public Defender – Rachel Gething, Public Defender Investigator, Grant, \$25.00 per Hour, 75 Hours per Pay Period, Anticipated Start Date: December 2, 2024.

Public Safety – Patrick Cusick, Emergency Management Specialist - Training, pay Grade 8, \$46,393.62 per Year, 75 Hours per Pay Period, Anticipated Start Date: November 18, 2024.