

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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Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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www.lyco.org  
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, MAY 23, 2024  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, Solicitor Christopher H. Kenyon, and Roxanna Morfesis. Director of Administration and Chief Clerk, Matthew McDermott was not present.**

**ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED**

Add agenda item 8.18 - Vote to approve MOU with Muncy Borough for CDBG-DR acquisition/demolition project.

Corrected next meeting date to June 6, 2024

**Mr. Mussina moved to approve the additions to the agenda. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**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 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only **None**
- 1.6 Proclamation – National Alliance on Mental Health Awareness Month- Kelly Gordon – comments attached
- 1.7 Proclamation – National Senior Health & Fitness Day – Kathy Staje – comments attached
- 1.8 Proclamations - William Miller: Comments attached  
Emergency Medical Services Week  
Emergency Medical Services for Children Day

**2.0 EMERGENCY MEDICAL SERVICE AWARDS**

- 2.1 William Miller – Presentation of Awards to recipients

**This individual is the textbook example of what an EMT should be. This individual is a valuable asset to Lycoming County and surrounding counties. Their dedication and knowledge have been instrumental in life saving treatments in 3 cardiac arrest patients, that have made full recoveries and were discharged. This individual is quick to evaluate and treat patients, quickly recognizing early signs of stroke and many other potentially life-threatening conditions. This Year's Lycoming County EMT of the Year is Casey Parker, Clinton Twp. Fire Co.**

**This individual has been a paramedic in this region for many years. What most people do not know all the hats this individual wears, playing a vital part in Tactical EMS, and instructing many providers in our region. This individual has attended training all over the country and brings back all the knowledge and skills they've learned. This individual provides a safe feeling to other providers when in his presences. This year's Lycoming County Paramedic of Year is Shane Newvine, Jersey Shore EMS.**

**This individual has been involved in emergency services for many years. This individual has been a critical member of Rescue Task Force 80 during 3 recent emergencies where his knowledge and skills were instrumental in the rescue and recovery of the individuals. Some of the emergencies have been: The Worlds End State Park rescue, where a group of trail runners slipped on ice and became injured, the Worlds End State Park rescue for an individual that fell at the falls and was airlifted to a trauma center, and most recently the rescue at Jacoby Falls. His dedication to trail running and knowledge of the trails has helped in locating a missing person who was in distress at the Water Authority in Bastress Twp. This Year's Lycoming County Rescue Technician of the year is Lee Arbogast, City of Williamsport.**

### **3.0 REPORTS**

- 3.1 Krista Rogers for Kalen Barnes – Vote to ratify invoices due through 5/29/24 to be paid on 5/22/24 in the amount of \$837,411.57.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

### **4.0 INFORMATION ITEMS**

- 4.1 Controller – Kalen Barnes, Internal Auditor, Full-Time, \$40,491.36 per year, 75 hours per Pay Period, Anticipated Transfer Date: May 26, 2024

*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 previous meeting, May 16, 2024.
- 5.3 Adjourn Salary Board.

*Reconvene Commissioners' Public Meeting*

### **6.0 PERSONNEL ACTIONS**

- 6.1 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 2<sup>nd</sup> the motion. Approved 3-0**

*Recess Commissioners' Public Meeting for the Board of Assessment Revisions*

**7.0 BOARD OF ASSESSMENT REVISIONS**

7.1 Convene Board of Assessment Revisions.

7.2 Brooke Wright – Approve the following real estate tax refunds:

- 49-386-173.B-Ethan Crist - \$909.79
- 07-002-506 – Buckeye Investments LLC - \$1,470.19

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

7.3 Adjourn Board of Assessment Revisions.

*Reconvene Commissioners' Public Meeting*

**8.0 ACTION ITEMS**

8.1 Jeff Hutchins for William Miller- Vote to approve an amendment to the contract with the Department of Health.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.2 Beth Baylor – Vote to approve agreement with Computer Information Systems in the amount of \$452,144.00 for new CAD System software. (not a 2024 budgeted item, but funds are available)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.3 Brooke Wright – Vote to approve appraisal services agreement with Tyler Technology in the amount of \$3,484,620.00. (2024 budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.4 Leslie Kilpatrick - Vote to approve notice of intent to apply for 2024 Election Security Grant funds from the PA Department of State in the amount of \$3,602.54.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.5 Leslie Kilpatrick – Vote to approve the purchase of 150,000 sheets of ballot stock from NPC for 2025 elections, in the amount of \$10,335.00. NPC is the county's print/mail company and we have used their ballot stock before. The county obtained an excellent price on this ballot stock compared to the other quotes. (2024 budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.6 Leslie Kilpatrick – Vote to approve the renewal of the contract with Sirius Computer Solutions in the amount of \$24,061,50 for support of our AS 400. (2024 budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 8.7 Heather Lehman for Mya Toon – Vote to approve PCCD Indigent Defense Grant Program for the Public Defender in the amount of \$97,192.00.  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.8 Heather Lehman for Mya Toon – Vote to approve Amendment to Agreement with GEO Reentry Services, LLC. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.9 Nancy Schenck – Vote to approve agreement with JusticeWorks YouthCare, Inc. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.10 Nancy Schenck – Vote to approve agreement with Chester County Youth Center. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.11 Jimmy Kerschner– Vote to approve submittal of application to renew Transfer Station Solid Waste Permit.  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.12 Jimmy Kerschner– Vote to approve the purchase of equipment from Sitech in the amount of \$45,004.00. This is required for a software update for the CAT landfill equipment. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.13 Jimmy Kerschner– Vote to approve the purchase of a 4” pump from Cleveland Brothers in the amount of \$45,500.00. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.14 Jimmy Kerschner– Vote to approve agreement with Dell to support the Solomon software program in the amount of \$195.00 per hour. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.15 Jimmy Kerschner– Vote to approve repair purchase from Highway Equipment in the amount of \$15,709.68. This is to reseal the hammer/ lower tool brushing and polishing pistol for the Hammer ’04. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.16 Jimmy Kerschner– Vote to approve repair purchase from Highway Equipment in the amount of \$13,553.56. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 8.17 Jimmy Kerschner- Vote to approve agreement with Highway Equipment & Supply Co. in the amount of \$12,500.00 per month with a \$1000.00 delivery/pick up fee. This is to rent a 2017 Volvo L220H Loader while our 2017 Volvo L350F Loader is receiving a new transmission. (2024 budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

8.18 Kelsey Green – Vote to approve MOU with Muncy Borough for CDBG-DR acquisition/demolition project.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

## **10.0 COMMISSIONER COMMENT**

**Mr. Sortman shared his recent positive flight experience and announced that after almost 5 years, Williamsport Regional Airport is open and offering two daily flights to Washington Dulles. Mr. Sortman extended a special thanks to the following individuals for making this reopening possible: Frank Pelligrino, Authority Board Chairman, Richard Howell, Executive Director of The Williamsport Regional Airport, Shannon Massey, Senior V.P. of Lycoming Engines, Patrick Wilson, CFO of Little League International, Patrick Marty Chief Government & International Relations Officer, Penn College and Jason Fink, CEO of Lycoming Chamber of Commerce. He urged the community to use this service.**

**Mr. Mussina expressed his hopes for the community can take advantage of the convenience and the affordability of this travel option, the value may come as a surprise once people compare the cost of driving, gas and parking.**

**Mr. Metzger shared Mr. Pellegrino’s words in response to the negative comments people have said about the reopening of the airport; you have to start somewhere, it’s baby steps and we continue to work on improving it, looking forward to welcoming other airlines to Williamsport Airport. Mr. Metzger reminded the community about several Memorial Day Services: Veteran’s Memorial, Saturday on Wahoo Drive at 11:00 am, Civil War Memorial on Monday at Wildwood Cemetery at 9am, Montoursville and Muncy also have Memorials Services Honoring Veterans at 11am; everyone should try to remember those who have fought and went on before us for our freedoms.**

## **11.0 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.

**Tom Adams, Williamsport- Commented on the push to get illegal immigrants to vote, Karen DiSalvo’s lawsuit and the Federal Agencies involvement on Voting State issues. He is concerned with mail-in ballots and asked if we have a system in place that allows instant access to verify and match legitimate addresses to the amount of household members voting from those addresses. Mr. Adams read a proverb from the bible; he commented on the many things that are presented to children that he feels they aren’t ready to understand. He talked about the importance of building relationships with those suffering from mental health issues. He expressed his appreciation for the EMS and EMSC and the progress made in the county addressing mental health emergencies.**

## **YOUTUBE PUBLIC COMMENT**

*LycoSecrets: I have a public comment on the Proclamation – National Alliance on Mental Health Awareness Month- Kelly Gordon agenda item.*

↳ *LycoSecrets: NAMI doesn't speak for the broader autistic community in Lycoming County as an individual with autism.*



*Tony Cooper: Good morning*

↳ *LycoSecrets: Kelly Gordon has made a series of bad life choices, starting with a master's degree from the University of Phoenix and leading through her DUI.*

↳ *LycoSecrets: I personally believe she should be fired from her position as CASSP coordinator at the Joinder Board.*

↳ *LycoSecrets: She also motioned to withdraw her guilty plea in her DUI case, evidence of failure to take personal responsibility for her actions.*

**D** *Deanna Kimble: Why don't you find something better to do???????*

**D** *Deanna Kimble: Disgusting that you are harassing and stalking someone during this solemn, and hopeful moment for people.*

**D** *Deanna Kimble: Outstanding representative for behavioral health!! We are so fortunate to have her as part of our system!*

## **12.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, June 6, 2024, at 10:00 A.M. in the Commissioner's Board Room, 1<sup>st</sup> Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

*To View This Meeting Click on the Link Below:*

*<https://www.youtube.com/watch?v=GVFghbyNf7Q>*

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## ATTACHMENT (A)

### PERSONNEL ACTIONS:

- Prison – Michaela Allen, Correctional Officer, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 2, 2024
- Prison – Isaiah Gingerich, Correctional Officer, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 2, 2024
- Prison – Jonathan Hamm, Correctional Officer, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 2, 2024
- PRC – Jody Butters, Resident Supervisor I, Full-Time, \$18.64 per hour, 80 hours per Pay Period, Anticipated Start Date: June 3, 2024
- Financial Management – Shanean Edmonds, Procurement and Grant Officer, Full-Time Replacement, ~~\$39,994.50~~ \$ 42,936.00 per year, 75 hours per Pay Period, Anticipated Transfer Date: May 26, 2024
- Prison – Damian Doane, Correctional Officer, Part-Time Replacement, \$20.00 per hour, not more than 1000 hours annually, Anticipated Transfer Date: May 26, 2024
- Prison – Casey Shay, Correctional Officer, Part-Time Replacement, \$20.00 per hour, not more than 1000 hours annually, Anticipated Transfer Date: June 9, 2024
- Conservation District – Emmalyn Gillen, Agriculture Conservation Technician, Full-Time Replacement, \$47,989.50 per year, 75 hours per Pay Period, Effective Date: May 26, 2024
- DUI Center – Matthew Douglass, Special Detective DUI Center, Part-Time Replacement, \$19.36 per hour, not to exceed 1000 hours annually, Effective Date: May 26, 2024
- DUI Center – Matthew Scouten, Special Detective DUI Center, Part-Time Replacement, \$19.36 per hour, not to exceed 1000 hours annually, Effective Date: May 26, 2024

## Kelly Gordon, Mental Health Awareness Month Comments

On behalf of the Board of Directors of NAMI North Central Pa., I would like to thank the Lycoming County Commissioners for proclaiming May as Mental Health Awareness Month. With your support, we at NAMI can continue to provide advocacy, education, outreach, and peer support for individuals and loved ones struggling with or impacted by mental illness. It is our goal at NAMI to end stigmas associated with mental illness and support efforts towards mental wellness. Opportunities such as this today can offer an olive branch in bridging these gaps and sends a message to the community that YOU ARE NOT ALONE.

Being here today and talking about mental health removes the isolation for those who struggle, and creates a community of help, awareness, acceptance, forgiveness, and compassion. As a community what we believe about mental illness determines what we do and the success of our community. If we as a community believe nothing can be done, then nothing will be done.

We at NAMI of North Central PA are volunteers. We are proud to be part of the Lycoming County community and dedicate our time in advocating for strong mental health programs and resources.

At NAMI encourage you to Check in on people, assist others in learning resources for help, and ask the hard questions- Are you ok? Are you having thoughts of killing yourself? Do you have a plan or access to weapons or things that can be used as weapons to harm yourself? Ask what they need to feel safe. By asking the hard questions not only could you save a life but are also offering others a voice in their pain or isolation.

NAMI of Northcentral PA can come out into your communities, your Kiwanis groups, local granges, work settings, and provide education on mental health and available resources. We currently host the Suicide Prevention Committee which is a strong collaboration of county partners, parents, survivors, educators, and community resources. We please welcome you to volunteer with us!

Today though offers tangible hope as you Commissioners recognize May as Mental Health Awareness month. The message "You are Not Alone" means you are not alone in your pain, in your struggle, in your quest to seek help, to be understood, or to be heard. This is a fight we are in together as many of us including myself have struggled with mental illness. As Kevin Hine said- "A pain shared is a pain halved."

On behalf of NAMI of Northcentral PA and the community, we humbly thank you Commissioners for allowing us to receive this proclamation and support.



## Kathy Staje – National Senior Fitness & Health Day Comments

May has been designated as Older Americans Month and National Physical Fitness and Sports Month.

The National Senior Health and Fitness Day is the largest annual event for health and wellness event for older adults. This year is the 31<sup>st</sup> event set for May 29, 2024. The goals of the National Senior Health and Fitness Day are to promote the importance of regular physical activity and to share what local organizations are doing to improve the health of older adults in their communities.

Locally, CrossFit Tried and True Gym in Muncy, PA will join an estimated 1,000 other organizations across the country to celebrate older Americans. CrossFit Tried and True is an advocate of fitness for all ages. They offer the Legends Class, specifically designed for those 50 and above.

The theme for the National Senior Health and Fitness day this year is “Make Fitness your Friend for Life!” Exercise is the number one lifestyle change for both the prevention and treatment of chronic disease. CrossFit Tried and True invites all adults to join a fitness class free of charge that day.

We want to thank the Commissioners for your support.

## William Miller, EMS & EMSC Comments

This year marks the 50th anniversary of national EMS Week and the 2024 theme is “Honoring Our Past, Forging Our Future.”

For many patients, their first interaction in an emergency is with the EMS professionals who they trust to come into their homes and work in their communities.

Half a century ago, a presidential proclamation called on the nation to support efforts to improve emergency medical care across the country. It also established the first national EMS Week, a tradition we proudly continue today. Much has changed since 1974, yet there is still much we can learn from those trailblazing professionals who helped EMS evolve into the sophisticated branch of medicine it is today. Their dedication, commitment and sacrifice inspire us to take bold steps of our own, to continue to seek out ways to better serve our patients and our communities.

This year, we celebrate EMS Week by honoring our past—by taking a pause to recognize the contributions of each generation, the people who dreamed that we could save more lives and have less suffering, and then found ways to make it happen. EMS Week is never just about the past, however. It's also about inspiring the EMS professionals just starting out and the young people who haven't even discovered EMS yet. It's about learning from the challenges and building on the successes of the last five decades. It's about forging our future—a future in which the next generation has the tools they need to deliver compassionate care and alleviate suffering in our communities everywhere.

Honoring Our Past, Forging Our Future reminds us of the proud history of our profession and contributions of EMS practitioners over the decades. We also must stay focused on the road ahead: evolving, innovating and ensuring that EMS has the support needed to continue to answer the public's call for help when it's most needed.