

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, JUNE 27, 2024  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina,  
Director Matthew McDermott, and Solicitor Christopher H. Kenyon**

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

Add Agenda item 5.18 - Vote to approve payment of individual agreement for  
CAP Cover Crops in the amount of \$49,411.00. (2024 approved budgeted item)  
Correct Agenda item 5.9 – amount to \$39,950.00

**Mr. Mussina moved to approve the addition to the agenda. Mr. Sortman 2nd 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 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 invoices due through 7/3/24 paid on 6/26/24 in the  
amount of \$1,691,403.19.

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

**3.0 INFORMATION ITEMS**

- 3.1 Jamie Shrawder, SEDA-CoG – Review projects for FFY 2024 Community  
Development Block Grant Funds
- 3.2 Michael Hagen- Elected Officials Personnel Actions:
  - Sheriff – Shayna Ragan, Deputy Sheriff, Full-Time, \$22.63 per Hour, 80  
Hours per Pay Period, Effective Date: June 17, 2024

**4.0 PERSONNEL ACTIONS**

- 3.1 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 Michael Hnatin for Jason Yorks – Vote to approve purchase of a Carlson VX7 Antenna in the amount of \$14,945.00. (2024 approved budgeted item)

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

- 5.2 Michael Hnatin for Jason Yorks – Vote to approve the purchase of a Signet Flowmeter replacement in the amount of \$13,695.76. (2024 approved budgeted item)

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

- 5.3 Michael Hnatin for Jason Yorks – Vote to approve a roll up door framed opening for the new weld shop in the amount of \$20,787.00. (not an approved budgeted item but funds are available)

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

- 5.4 Michael Hnatin for Jason Yorks –Vote to approve the purchase of a pipe for the gas system in the amount of \$26,890.00. (2024 approved budgeted item)

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

- 5.5 Jeff Hutchins for Beth Baylor – Vote to approve an Agreement with Keystone Communications in the amount of \$73,680.00 1<sup>st</sup> year, \$77,364.00 2<sup>nd</sup> year, \$81,232.20 3<sup>rd</sup> year. (2024 approved budgeted item.)

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

- 5.6 Jeff Hutchins for Beth Baylor – Vote to approve Agreement with United Power System in the amount of \$14,740.00. (2024 approved budgeted item)

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

- 5.7 Nancy Schenck – Vote to approve Agreement with Jefferson County for Juvenile Detention Services. (2024 approved budgeted item)

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

**Tony Cooper, South Williamsport, asked how many juveniles are in the facility. Nancy Schenck responded via phone that we currently have 1 Juvenile in the Ohio Facility.**

**Mr. Metzger stated that this is a crisis that we are facing locally and nationwide; there are not enough juvenile facilities available, the logistics is wearing down on the employees, families and insurance rates are higher than ever further complicating the process.**

**Mr. Mussina said that we are working on this issue and we would benefit from a local juvenile facility. Mr. Mussina stated that this is not just a financial issue, assuming that home is a safe place for the child, sending a juvenile to a facility so far from their family will greatly limit the support needed to rehabilitate them.**

**Mr. Metzger agreed with the highlights that Mr. Mussina expressed.**

5.8 Nancy Schenck – Vote to approve Agreement with George Junior Republic in Pennsylvania. (2024 approved budgeted item)

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

5.9 Leslie Kilpatrick – Vote to approve Agreement with Keystone Communications in the amount of \$39,000.00 (2024 approved budgeted item)

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

5.10 Leslie Kilpatrick – Vote to approve Amendment to the Agreement with CDWG in the amount of \$142,117.50. (2024 approved budgeted item).

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

5.11 Shannon Rossman – Vote to approve Agreement with Barton Loguidice in the amount of \$21,000. The County expects to receive reimbursement for these expenditures from PADEP Planning Grant (2024 approved budgeted item).

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

5.12 Shannon Rossman – Vote to approve a grant match letter of commitment for the Greater Williamsport Area Levee System \$3.5 Federal Earmark to complete rehabilitation of cross pipes in South Williamsport Borough in the amount of ~~\$83,333.25~~ \$741,653.30 (2024 approved budgeted item)

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

5.13 Mya Toon for Ken George -Vote to approve Amendment to the Agreement with Fred Hamm. (2024 approved budgeted item)

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

5.14 Sal Vitko – Vote to approve the Subrecipient Monitoring Agreement with River Valley Transit Authority. (2024 approved budgeted item - FTA Funds)

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

5.15 Mya Toon – Vote to approve the Agreement with Financial Solution Partner in the amount of \$56,325.00. (2024 approved budgeted funds- Costs will be paid via WDGC profits)

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

5.16 Matthew McDermott – Vote to ratify the January 1,2024 Agreement with Luminare Health Benefits.

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

5.17 Matthew McDermott – Vote to approve the following appointments to the County Farm Advisory Committee for a 4-year term ending 12/31/27:

- Brett Bowes – Planning Commission Appointee
- Tom Hamm- Conservation District Board Appointee
- Beth Miller – Member at Large

- Cameron Koons – Member at Large
- Brett Taylor – Member at Large

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

5.18 Matthew Long – Vote to approve payment of individual agreements for CAP Cover Crops in the amount of \$49,411.00. (2023 approved budgeted item)

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

## **8.0 COMMISSIONER COMMENT**

**Mr. Metzger thanked Geo for working with us so that the lease recently signed was no longer required; we were able to the move quickly which avoided costs to the tax payers. Mr. Metzger reminded the community that we will not have a meeting next week in observance of Independence Day and of our open house ribbon-cutting after the next Public Meeting at 11:30am. Mr. Metzger shared that all the recent positive changes are in response to the years of concerns such as: excess real estate not being used and high rental expenses; “we are not done yet”. Furthermore, Mr. Metzger expressed that the savings will allow funds to be available for mental health which we urgently need.**

**Mr. Sortman said goodbye, respectfully, to our old location.**

**Mr. Mussina stated he’s excited for the new era and the positive changes that are to come to make the county more efficient; that’s the goal.**

## **YOUTUBE COMMENT**

*Thomas Adams: my prayers are with you, Scott, Mark and Marc! God Bless America*

*Thomas Adams: Thank-you Tony for your involvement. My prayers are with you too!*

*Thomas Adams: May God Bless our county and all of our county workers and public servants as well!*

*Thomas Adams: I'm sorry...you too Matt and Solicitor David.*

## **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.

Tony Cooper, South Williamsport, spoke on topics such as mental health, the use of service dogs especially our County Court Service Dog, Pluto. He shared his appreciation for the courts exploring the positive results of this resource which is of no expense to us thanks to Pluto’s handler, Jerrie Rook; which is not compensated. Pluto was donated and thousands of dollars were invested into training Pluto. Mr. Cooper wanted to echo the information shared from the

prison board meeting and looks forward to seeing more of these options being used in our community.

**Mr. Metzger thanked Mr. Rook and Pluto for everything they do; their commitment and contribution to mental health does not go unnoticed.**

**10.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, July 11, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, Third Street Plaza, 33 West Third Street, Williamsport, PA 17701.

*TO VIEW THIS MEETING ONLINE, CLICK THE LINK BELOW:*

*<https://www.youtube.com/watch?v=j4de22AzdnA>*

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

Resource Management Services – Christopher Swisher, Recycling Laborer, 4, Full-Time Replacement, ~~\$16.24~~ \$14.50 per Hour, 80 hours per Pay Period, Anticipated Start Date: July 8, 2024

9-1-1 Center / Department of Public Safety – Megan Strassner, Telecommunicator I Trainee, 7, Full-Time Replacement, \$18.72 per hour, 80 Hours per Pay Period, Anticipated Start Date: July 8, 2024

9-1-1 Center / Department of Public Safety – Tyler Fetterman, Communications Training Coordinator, 10, Full-Time, \$26.013268 per hour, 80 Hours per Pay Period, Anticipated Effective Date: July 7, 2024

Prison – Maelynne Johnson, Prison Nurse Supervisor, 10, Full-Time Replacement, \$37.20 per Hour, 75 Hours per Pay Period, Anticipated Effective Date: July 21, 2024

Conservation District – Nichole Carter, Dirt & Gravel Roads Technician, 8 Pay Grade 9, Full-Time Replacement, \$40,794.39 per Year, 75 Hours per Pay Period, Anticipated Start Date: July 8, 2024

Prison – Ryan Barnes, Deputy Warden/Operations and Security, PG 12, Adjusted Compensation Rate per Compensation Policy, \$84,896.8848 per year, 80 Hours per Pay Period, Anticipated Effective Date, July 7, 2024.

Commissioners – Roxanna Morfesis, Administrative Coordinator, PG 6, Adjusted Compensation Rate per Compensation Policy, \$37,619.205 per year, 75 Hours per Pay Period, Anticipated Effective Date: July 7, 2024.