

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, JUNE 6, 2024
10:00 A.M.**

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

ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED

Add agenda item 5.15 - Vote to approve Agreement with Diakon Family Life Services.

Correction to Information Item 3.2- salary for Diana Richardson is yearly, not hourly.

Mr. Mussina moved to approve. 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 June 12, 2024 paid on June 5, 2024 in the amount of \$915,473.68.

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

- 2.2 Krista Rogers – Vote to ratify invoices due through June 5, 2024 paid on May 29, 2024 in the amount of \$2,359,503.86.

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

- 2.3 Krista Rogers – Vote to approve special check run in the amount of \$225,364.20 for payment on May 31, 2024 for the purchase of the Jersey Shore property for the new MDJ facility.

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

3.0 INFORMATION ITEMS

3.1 Chris Branton, Susquehanna CASA-Comments attached

3.2 Mike Hagen- Elected Officials Personnel Actions:

Prothonotary – Holly Thomas, Deputy Prothonotary, Pay grade 8, Full-Time Replacement, \$60,737.04 per Year, 75 Hours per Pay Period, Effective Date: June 9, 2024

Prothonotary – Diana Richardson, Deputy Clerk of Courts, Pay Grade 8, Full-Time Replacement, ~~\$27,649.32 per Hour~~, \$53,916.174 per year, 75 Hours per Pay Period, Effective Date: June 9, 2024

Prothonotary – Ashlea Woolley, Administrative Specialist, Pay Grade 6, Cost/Fines, Full-Time Replacement, \$19.759005 per Hour, 75 Hours per Pay Period, Effective Date: June 9, 2024

Register and Recorder – Mandy Shultz, Clerk IV, Pay Grade 5, Full-Time Replacement, \$17.95 per hour, 75 hours per Pay Period, Effective Date: June 17, 2024

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 Jeff Hutchins – Vote to approve 5th Amendment to Nokia Agreement in the amount of \$10,419.44. (2024 approved budgeted item)

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

5.2 Nancy Schenck – Vote to approve Agreement with Central Counties Youth Center. (2024 approved budgeted item)

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

5.3 Tanya Collins- Vote to approve FFY 22 CDBG subrecipient agreement with South Williamsport Borough in the amount of \$100,288.00. (2024 approved budgeted item)

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

5.4 Ken George – Vote to approve Agreement with Architrave Architecture & Design in the amount of \$28,650.00. (2024 approved budgeted item)

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

5.5 Jason Yorks – Vote to approve the Form HW-C Compliance History for Annual Report for DEP.

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

5.6 Jason Yorks – Vote to approve the Change Order Number 4 for R&L Development Company- Phase 1 Closure 2022-2024 in the amount of \$3,071,480.46. (2024 approved budgeted item)

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

5.7 Heather Lehman for Mya Toon – Vote to approve the Community Development Block Program Grant Agreement in the amount of \$597,777.00.

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

5.8 Shannon Rossman – Vote to approve work order change with WSP in the amount of \$361,100.20. (2024 approved budgeted item)

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

5.9 Shannon Rossman – Vote to approve the Amendment to the Agreement with Larson Design Group in the amount of \$19,750.00 for services for the LCWF land conversion. This a time extension to 6/30/2024. (2024 approved budgeted item)

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

5.10 Maleick Fleming – Vote to approve Amendment to the Agreement to the SEDA COG ARC Grant.

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

5.11 Maleick Fleming – Vote to approve Subrecipient Agreement with Williamsport Sanitary Authority in the amount of \$500,000.00. (2024 approved budgeted item)

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

5.12 Maleick Fleming – Vote to approve the Amendment to Subrecipient Monitoring Agreement with Transitional Living Centers, Inc.

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

5.13 Maleick Fleming – Vote to approve the Amendment to the Agreement with Lycoming-Clinton Counties Commission for Community Action (STEP) INC.

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

5.14 Matthew McDermott – Vote to Approve the Settlement Agreement between the County Commissioners and Krista Rogers, Controller.

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

5.15 Nancy Schenck – Vote to approve Agreement with Diakon Family Life Services. (2024 approved budgeted item)

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

6.0 COMMISSIONER COMMENT

Mr. Metzger thanked Facilities Management and Information Systems on behalf of everyone in the county for an amazingly seamless move. Furthermore, Mr. Metzger announced a tremendous loss to the county, long time Ralston Fire Chief, John Orr passed. Chief Orr served Ralston for 52 years, 24 years as the chief. Mr. Metzger extended his sympathy and condolences to his family on behalf of the county. Mr. Metzger reminded the public that today is Little League Regional's 85th Anniversary; where little league baseball all began and of Flag day's annual ceremony at Penn College honoring our flag and our country.

Mr. Sortman concurred with Mr. Metzger's comment on the phenomenal job our team did. Mr. Sortman mentioned that we will be scheduling a ribbon-cutting once everything is finalized in Third Street Plaza. Mr. Sortman expressed that this week is also the Anniversary for the girls' softball league which is being celebrated at the little league facility. Mr. Sortman congratulated the graduates of Williamsport and Montoursville Highschool.

Mr. Mussina shared the YWCA's 5K Run, "A Race Against Racism" fundraising event, next Friday at Liberty Arena, and encouraged people to be kind to those different than you. To support the event visit <https://www.ywcawilliamsport.org/take-action/events-and-awareness/race-against-racism/>

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.

Tom Adams, Williamsport, read Proverbs 25-26, and commented about the rising mental health issue in our youth, the lack of censorship in the media and how it effects said issue, such as the inappropriate language by powerful figures such as Donald Trump. Mr. Adams shared his admiration for Senator's Fetterman's administration and his concern for voter's mail ballots being dated despite any pushback from the state.

YOUTUBE COMMENT

Lycosecrets: free Assata Shakur

Tony Cooper: May God bless the peacemakers... Rest in Peace Chief Orr. Those you have trained have the watch

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on June 13th, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

*To view this meeting click on this link below:
<https://www.youtube.com/watch?v=d-7s39X9oaE>*

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Prison – Caleb Ross, Correctional Officer, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 10, 2024
- Courts – David Triosi, Bailiff, Pay Grade 3, Part-Time Replacement, \$14.04 per hour, not to exceed 1000 hours per year, Effective Date: June 18, 2024
- ~~Register and Recorder – Mandy Shultz, Clerk IV, Pay Grade 5, Full-Time Replacement, \$17.95 per hour, 75 hours per Pay Period, Effective Date: June 17, 2024 (informational item).~~
- Department of Public Safety – Zachary Divers, Emergency Management Specialist - Planning, Pay Grade 8, Full-Time Replacement, \$20.72 per hour, 75 hours per Pay Period, Effective Date: June 17, 2024

Chris Branton, Susquehanna Valley CASA Comments

Hi, my name is Chris Branton and I am currently the treasurer of Susquehanna Valley CASA. CASA stands for Court Appointed Special Advocate. We serve abused and neglected children in Lycoming County. As opposed to other organizations such as CYSA and GAL, CASA's work with only one case at a time, and get to know the child and their needs on a more basic level. We then advise the courts through written reports and advocate on behalf of the children. CASA is a national and state level program but it is administered on a county basis. We currently serve over 20 children that are dependents of the state. We currently have 17 volunteers in Lycoming county. We also have 3 full time staff that recruit and train volunteers, work with the courts and CYS, and manage the volunteers that have active cases.

Last fall we approached the commissioners with a dilemma that was created by the budget impasse in Harrisburg. A large part of our funding comes from state funding, and it was unclear when that money would be released. The commissioners at the time provided a bridge loan to CASA in the amount of \$30,000. This was approximately 1 ½ months of operating expenses. While we never had to tap into that money, there were a few times over the course of the year that were very close, and knowing that the loan was available allowed the CASA board, our employees, and our volunteers to sleep better at night.

I have the loan repayment check here, and on behalf of the board and the children we serve, I want to thank the Commissioners for their support of Susquehanna Valley CASA.