

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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WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, JULY 18, 2024  
10:00 A.M.**

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

**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 7/24/24 paid on 7/17/24 in the amount of \$1,292,385.04.

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

**3.0 INFORMATION ITEMS**

- 3.1 Mya Toon – Acknowledge the County will be requesting bids for the replacement of seven transformers at the Prison.

- 3.2 Michael Hagen – Elected Official Personnel Actions:

Clerk of Courts – Melissa Astin, Criminal Processing Clerk, Pay grade 5,6, Full-Time Replacement, \$17.64 per Hour, 75 Hours per Pay Period, Anticipated Start Date: July 22, 2024

Sheriff – Skylar Corbin, Deputy Sheriff, DS, Full-Time, \$21.63, 80 hours per Pay Period, Anticipated Transfer Date: August 4, 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 Michael Hagen—Approve the Amendment to policy 400 regarding Continuing Education Assessment.

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

- 5.2 Mya Toon – Vote to approve the Grant Application for the Lycoming County Jail based Vivitrol Program.

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

- 5.3 Stacy Folk – Vote to approve the following Lycoming County Local Emergency Planning Committee (LEPC) Membership Applications:
- Zachary Divers – Emergency Management
  - Nathan Confers - EMS & Health Provider, Emergency Management and Firefighting

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

- 5.4 Jenny Picciano– Vote to approve Amendment to the Agreement with ATC Group d.b.a BCM Engineers in the amount of \$27,500 for the River Walk Extension. (2024 approved budgeted item)

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

- 5.5 Kelsey Green – Vote to approve the Subrecipient Agreement with Loyalsock Township in the amount of \$60,000 for the Reed Street Wetland Project (2024 CAP funds)

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

- 5.6 Kelsey Green – Vote to approve the Grant Agreement with BRIC in the amount of \$157,500 (\$37,500-local share; \$120,000 federal. (2024 approved budgeted item)

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

- 5.7 Kelsey Green – Vote to approve the Professional Services Agreement with SEDA-COG for Environmental Reviews of CDBG-DR Acquisition/Demolition Properties in the amount of \$9,700. (2024 approved budgeted item)

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

- 5.8 Mya Toon for Jason Yorks – Vote to approve the Agreement with Martz Technologies. (2024 approved budgeted item)

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

- 5.9 Ashley Harman – Vote to approve the Amendment to the Agreement with Avenu Enterprise Solutions for a one-year extension of services. (2024 budgeted item).

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

## **8.0 COMMISSIONER COMMENT**

**Mr. Sortman thanked Kelsey Green; Loyalsock Township stated that working with Kelsey was easy and welcoming.**

**Mr. Mussina stated that yesterday is a sad day in history; the anniversary of the flight 800 tragedy and to remember just how precious life really is.**

**Mr. Metzger stated that we should pray for our leaders and that we hope that President Biden recovers from Covid.**

## **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.

*Tom Adams, Williamsport, Read from Proverbs in the Bible, and stated that if we want a better society we need to fear God so we do not have hatred within ourselves. Mr. Adams shared that he supports former president Trump, however, he pointed out his choice of words provoke people unnecessarily.*

## **10.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, July 25, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 1770

***To view this meeting online click the link below:***

***<https://www.youtube.com/watch?v=CzXMMw79Kh8>***

**ATTACHMENT (A)**

**PERSONNEL ACTIONS:**

Pre-Release Center – Gabrielle Abriatis, Resident Supervisor I, Part-Time Replacement, \$18.643 per hour, not more than 1000 hours annually, Anticipated Transfer Date: July 21, 2024

Prison – Spencer Wands, Corrections Officer, Union, Full-Time Replacement, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 29, 2024

Prison – Devin Miller, Corrections Officer, Union, Full-Time Replacement, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 29, 2024

Prison – Tate Sechrist, Corrections Officer, Union, Full-Time Replacement, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 29, 2024