

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

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

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, AUGUST 15, 2024
10:00 A.M.**

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 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individual for her service to Lycoming County:
 - Lori Weston – 20 years

3.0 REPORTS

- 3.1 Krista Rogers – Vote to ratify invoices due through 8/21/24 paid on 8/14/24 in the amount of \$1,633.662.07.

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

4.0 INFORMATION ITEMS

- 4.1 Mya Toon – Acknowledge the County will reopen the request for bids for Landfill Gas well drilling at Lycoming County Resource management Services.

- 4.2 Michael Hagen – Elected Official Personnel Actions:

- District Attorney – Ken Osokow, Assistant District Attorney, Temporary Part Time, \$100 per Hour, NTE set contractual amount of \$20,000 total, less current payout to individual.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Vote to approve August 1, 2024, Salary Board minutes.

- 5.3 Vote to approve the following salary board actions:
- District Attorney – ADA (position added to TDA 8/1/2024) – non-union position – this is a temporary position at \$100/hr. up to \$20,000 total less what has already been paid to the individual in the position
- 5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

- 6.1 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

7.0 ACTION ITEMS

- 7.1 Shannon Rossman–Ratify Waiver of Development Permit Fee for a period not to exceed 90 days due to flooding event.

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

- 7.2 Mya Toon – Vote to ratify Engagement Letter with Baker Tily US, LLP. (2024 approved budgeted item)

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

- 7.3 Mya Toon – Vote to award bid for the Coroner's Building to the following bidders:

- Keystruct Construction

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

- Williamsport Electric

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

- Dixon ACR Corporation

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

- SilverTip, Inc.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 2-0
(Mr. Metzger Abstained)**

- ICON Fire Solutions

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 2-0
(Mr. Metzger Abstained)**

7.4 Mya Toon – Vote to approve Agreement with PA Emergency Management Agency for the Fiscal Year 2023 State and Local Cybersecurity Grant Program.

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

7.5 Mya Toon – Vote to reject bid for the Landfill Gas Drilling.

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

7.6 Mya Toon – Vote to approve Grant Award from Pennsylvania Commission on Crime and Delinquency Intermediate Punishment Treatment Program in the amount of \$380,00.00.

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

7.7 Nancy Schenck – Vote to approve Agreement with Drug and Alcohol Rehabilitation Services, Inc. (2024 approved budgeted item).

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

7.8 Nancy Schenck– Vote to approve Agreement with Perseus House, Inc. (2024 approved budgeted item).

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

7.9 Nancy Schenck – Vote to approve Agreement with Families United Network (2024 approved budgeted item).

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

7.10 John Lavelle – Vote to approve the purchase of a mobile cattle chute and accessories from Rutledge Repair in the amount of \$22,085.00 (2024 approved ARPA funds).

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

7.11 John Lavelle – Vote to approve purchase of VR Headsets from B&H in the amount of \$14,919.98. (2024 approved ARPA funds)

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

7.12 Jason Yorks – Vote to approve the purchase of Odor Control Product from Kroff Chemical Company in the amount of \$20,794.80. (2024 approved budgeted item)

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

7.13 Matthew McDermott- Vote to approve update to the Right to Know Policy.

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

8.0 COMMISSIONER COMMENT

Mr. Metzger expressed the decision to not pursue legal action against the Register & Recorder to avoid justifying the expense to the taxpayers.

Mr. Sortman clarified that the injunction decision was made to protect the employees of that department and confirmed the move will proceed as it makes the most sense.

Mr. Mussina stated that the goal is not to oppose the Register & Recorder but to do what's best for everyone and we are happy to keep this out of the courts.

Mr. Metzger expressed that this move will give the Register & Recorder more room and we encourage Mr. Huffman to come to the table and work together.

Mr. Sortman asked everyone to keep the community in their prayers due to severe flooding damages; he praised the community for coming together to assist each other. Mr. Sortman mentioned the honor of receiving the Purple Heart memorial, which reminds us of the price of freedom. Lastly, he expressed the excitement of all of these events including Little League and highlighted what a great community we live in.

Mr. Mussina thanked community leaders, including volunteer firemen, leadership and those on the ground making a difference. He thanked the children preparing for all sports and wished them well. Mr. Mussina shared a warm post from Facebook, expressing how lucky we are during the Little League World Series, encouraging everyone to be more patient, and kind to the visitors, as they are our guests. Lastly, he reminded people to support their local business in Southside by using third-party apps like Grubhub, as these businesses do suffer during Little League.

Mr. Metzger mentioned three populations that don't get thanked enough: the farmers who feeds us, the first responders who protect and keep us safe, and the veterans and active service members who fought for our freedoms to keep us from harm's way. Lastly, he thanked everyone in the community that went out of their way to make a great impression, and shared how it warmed his heart to hear positive feedback from parents about how nice everyone is in our community.

YOUTUBE COMMENT

Thomas Adams: Congratulations Lori 🎉 We realize our relationships with others will always have challenges, along disagreements and sometimes they are broken; because we are people and we are all imperfect people. People complain of imperfect people in the churches. as the old quip goes...come and join us, you'll fit right in! I believe our county is more unique than normal. I believe our leadership realize we all

Thomas Adams must answer to God for our actions and inaction in this life and in our day of reckoning to Almighty God. I think as long as our leaders display humility, forgiveness...general love to their fellow man, especially coworkers, displaying Christ likeness to all...our county will continue to be unique. all relationships are difficult. I am not implying to not hold the guilty unaccountable, but to man, especially coworkers, displaying Christ likeness to all...our county will continue to be unique. all relationships are difficult. I am not implying to not hold the guilty unaccountable, but to handle each situation as God will have us deal with others' challenges and feelings...but always in Truth. Thank you for all you do and for making Lycoming County especially unique.

I completely agree; do all you are able to keep things out of the court system. 🙌 ✨

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.

NONE

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, August 22, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.

To view this meeting click the link below:

<https://www.youtube.com/watch?v=faCUwV-SsOk&t=3107s>

ATTACHMENT (A)

PERSONNEL ACTIONS:

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:

Tax Assessment – Katie Samsel, Clerk IV, PG5, Full-Time, \$17.4825 per Hour, 75 Hours per Pay Period, Anticipated Transfer Date: August 18, 2024.

Prison – Rachel Fox, Licensed Practical Nurse, PG10, Part-Time, \$30.00 per Hour, not to exceed 1000 hours annually, Anticipated Start Date: August 20, 2024.

Prison – Nathan Spicer, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 26, 2024.

Resource Management – Jason Fox, Recycling Laborer, PG4, Full-Time, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: September 3, 2024.

Adult Probation Office – Sara Johns, Evidence Based Practice Coordinator, PG9, \$31.201275 per hour, Full-Time, 80 Hours per Pay Period, Anticipated Start Date: August 18, 2024.