

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 1, 2024
10:00 A.M.**

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

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 BID OPENING

- 2.1 Nicki Gottschall – Open the following bid:
 - Lycoming County Coroner Building

Lycoming County Coroner Building			
Company Name	Submitted Amount	Date Submitted	Comments
Air Management Technologies	\$1,165,300.00	7/26/2024	Mechanical Construction
Dixon AC & R Corp.	\$903,366.00	7/26/2024	Mechanical Construction
G.R. Noto Electrical Construction	\$823,600.00	7/26/2024	Electrical Construction
Hayden Power Group	\$1,064,500.00	7/26/2024	Electrical Construction
ICON Fire Solutions	\$148,000.00	7/26/2024	Fire Protection Construction
Keystruct Construction	\$3,574,820.40	7/26/2024	General Construction
Lundy Construction	\$3,803,026.74	7/26/2024	General Construction
Multiscape	\$4,328,734.00	7/26/2024	General Construction
RAYNOR Inc.	\$65,920.00	7/3/2024	General Construction
Silvertip Inc.	\$498,000.00	7/26/2024	Plumbing Construction
Triangle Fire Protection Inc.	\$188,850.00	7/25/2024	Fire Protection Construction
Williamsport Electric Inc.	\$769,800.00	7/26/2024	Electrical Construction

3.0 REPORTS

3.1 Krista Rogers – Vote to ratify invoices due through 8/7/24 paid on 7/31/24 in the amount of \$979,178.94.

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 be requesting bids to replace the ADA ramp located at MDJ Whiteman’s office.

~~4.2 Mya Toon – Acknowledge the County will be requesting bids to replace the ADA ramp located at Lysoek View. (4.1 & 4.2 are the same bid request.)~~

4.3 Michael Hagen-Elected Officials Personnel Actions:

- District Attorney – Jamie DeSanto, Special Detective – DUI Center Part-Time, \$25.00 per hour, not to exceed 1000 hours annually, Anticipated Start Date: August 5, 2024
- Courts – Jennifer Linn, Family Court Hearing Officer, PG13, Full-Time, \$75,316.80 per Year, 75 Hours per Pay Period, Anticipated Transfer Date: August 4, 2024.

Recess Commissioners’ Public Meeting for the Salary Board

5.0 SALARY BOARD

5.1 Convene Salary Board.

5.2 Vote to approve July 11, 2024, Salary Board minutes.

5.3 Vote to approve the following salary board actions:

- APO - Remove Adult Probation Officer (APO), PG9, from the TDA and add Evidence Based Practice (EBP) Coordinator, PG9, to the TDA
- Prison - Remove LPN, from the TDA and replace with PT LPN to the TDA
- DA – Remove Clerk III, PG4 from the TDA and replace with PT ADA (Union)

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 Nancy Schenck –Vote to approve the Agreement with Clear Vision Residential Treatment Services, Inc. (2024 approved budgeted item)

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

- 7.2 Nancy Schenck – Vote to approve the Agreement with Hempfield Behavioral Health, Inc. (2024 approved budgeted item)

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

- 7.3 Nancy Schenck – Vote to approve the Agreement with Alternative Living Solutions. (2024 approved budgeted item)

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

- 7.4 Mya Toon – Vote to approve First Amendment to ARC Grant Agreement with Williamsport Sewer Authority. (2024 approved budgeted item)

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

- 7.5 Mya Toon– Vote to approve Resolution 2024-12 to dispose of surplus property.

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

- 7.6 Mya Toon– Vote to approve Grant Award for PCCD Public Defender Indigent Defense Services in the amount of \$97,192.00

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

- 7.7 Mya Toon– Vote to approve Addendum to Fuel Card Services Agreement with Wex Bank. (2024 approved budgeted item)

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

- 7.8 Mya Toon- Vote to approve the 24-25 Medical Assistance Transportation Program Participation Grant Agreement & Assurance of Compliance with the Department of Human Services.

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

- 7.9 Chief Spiegel– Vote to approve the Amendment to the Agreement with Axon Enterprise Inc. for the addition of 5 Tasers in the amount of \$13,844.40. (Approved startup cost for new Deputy hires).

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

8.0 COMMISSIONER COMMENT

Mr. Mussina shared how glad he is that the public is responding well to the deputies protecting our magistrates. “We created these positions not only to protect our magistrates but the people in the proceedings. These are contentious meetings, and having the deputies’ presence alleviates the stress in the proceedings. People shouldn’t be afraid to go to court.”

Mr. Sortman shared his excitement about the County Farm tour yesterday and the potential developments expected within the next year. Last week’s meeting focused on evaluating the conditions of the farm and discussing the improvements anticipated over the next year. Mr. Sortman highlighted the collective commitment amongst all of the Commissioners to leave no stone unturned and continue to making the county more efficient.

Mr. Metzger updated the public on the building projects needed to enhance our county government operations. Mr. Metzger shared that with a team-oriented approach and the help of the committee, they were able to implement logistical and safety changes to improve office efficiency and overall security; the following is the status of the current county projects:

- Coroner: The location has been finalized, and the projected time of completion is two years.**
- District Justice Solomon: Successfully completed a state-of-the-art courtroom, which is a model for the state.**
- Sheriff: 3rd Floor has been renovated and is 50% completed. Two additional holding cells are being added for additional safety measures.**
- Justice Dieter: The Board of Commissioners purchased land in Jersey Shore and is excited to complete her courtroom in two years.**
- County Farm: The Board continues to discuss and analyze with the farmer and the new farm advisory committee how we can best utilize the county farm to showcase it to the state.**
- District Attorney: Due to the demand for a juvenile justice center, a feasibility study is in process to find a solution to this ongoing problem.**
- Prothonotary: The need for storage will be addressed by utilizing the Court House basement, this storage space will be shared with the District Attorney and Domestic Relations as well.**
- Adult probation: will be moved to the courthouse first floor, which will further enhance security.**

Mr. Metzger expressed that these changes have been well received with open arms, however, the Registered Recorder is not yet onboard. We hope that he and his staff will be encouraged to join us in our team approach as their office has not been updated since the 1970’s, “Our goal is to do what’s best for the tax payers while ensuring everyone feels treated with respect and dignity”.

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 8, 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 online click the link below:

https://www.youtube.com/watch?v=xxIOw_WT2kw

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:

Prison – Christina Aumick, Licensed Practical Nurse, PG10, Full-Time, \$30.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 5, 2024

Resource Management – Dustin Springer, Truck Driver / Floater, PG6, Full-Time, \$19.62 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 12, 2024

Planning and Community Development – David Hubbard, Zoning Administrator, PG9, Full Time, \$29.4013533 per Hour, 75 Hours per Pay Period, Anticipated Date: August 4, 2024