

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
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, OCTOBER 10, 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
- 1.5 Public Comment on Agenda Items Only

2.0 BID OPENING

- 2.1 Krista Rogers – Open the following bid:
 - Testing and Inspection of the Lycoming County Coroner Building (Rebid)

3.0 REPORTS

- 3.1 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 10/16/24 to be paid on 10/9/24 in the amount of \$889,693.47.

4.0 INFORMATION ITEMS

- 4.1 Michael Hagen – Elected Official Personnel Actions:
 - District Attorney – David Fizzano, County Detective, DA, Part-Time, \$26.744 per hour, not to exceed 1000 hours annually. Anticipated start date: October 21, 2024
 - Sheriff – Cody Spiegel, Deputy Sheriff, SD, Full-Time \$21.63 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 21, 2024.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Vote to approve the Salary Board minutes from the October 3, 2024 meeting.
- 5.3 Vote to approve the following Salary Board Actions:
 - Prison – Delete Full Time LPN Position from the TDA
 - Prison – Add Part Time LPN to the TDA

- IS – Change CSS/Part Time/Floater and CS Administrative Specialist titles to Administrative Specialist/Floater
- IS – Increase compensation for one Administrative Specialist/Floater from \$15.6972 to \$16.2122. (This will make the two positions equal)

5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

6.1 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).

7.0 ACTION ITEMS

7.1 Michael Hnatin – Vote to approve the repair of the CAT D5 LGP for electrical issues by Cleveland Brothers in the amount of \$22,233.76. (2024 approved budgeted item)

7.2 Michael Hnatin – Vote to renew Stormwater Permit for the TRIP property.

7.3 Forrest Lehman– Vote to approve the 2024 HAVA Election Security Grant Agreement with PA Department of State in the amount of \$3,602.54. (2024 approved budgeted item)

7.4 Leslie Kilpatrick – Vote to approve the Renewal of Video Conferencing services with Keystone Consulting Group in the amount of \$14,900.00. (2024 approved budgeted item)

7.5 Leslie Kilpatrick – Vote to approve the purchase of new ploy-com systems for Courtrooms 1-4. In the amount of \$31,932.08, (2024 approved budgeted item).

7.6 Leslie Kilpatrick - Vote to approve the Amendment to the Agreement with Marco Technologies LLC – Maintenance & Repair Copier Equipment 2022-24 to remove copiers from the original agreement. (2024 approved budgeted item)

7.7 Leslie Kilpatrick – Vote to approve the 2024-2026 Agreement with Verizon Phone Service in the amount of \$440.67 monthly charges. (2024 approved budgeted item)

7.8 Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of September. (2024 approved budgeted item)

7.9 Mya Toon – Vote to approve the Agreement with Quality Air Mechanical Inc in the amount of \$14,000.00. (2024 approved budgeted item)

- 7.10 Mya Toon – Vote to approve the Strategic Management Planning Program Grant Contract with the Department of Community and Economic Development in the amount of \$200,000.00. (2024 approved budgeted item)
- 7.11 Shannon Rossman- Vote to approve RFP release for the Williamsport Cross Pipe Rehabilitation Project Phase 2.

10.0 COMMISSIONER COMMENT

11.0 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.

12.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, October 17, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.

ATTACHMENT (A)

PERSONNEL ACTIONS:

Pre-Release Center – Michael Fitzwater, Resident Supervisor I, Union, Full-Time, \$18.64 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 14, 2024.

Prison – Kate Kustenbauder, Licensed Practical Nurse, 10, \$30.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 14, 2024.

Resource Management – Jonah Inch, Work Crew Foreman, 6, Full-Time, \$17.18 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: October 13, 2024.

Resource Management – Ryan Paterson, Equipment Operator, 5, Part-Time, \$18.00 per Hour, not to exceed 1000 hours annually, Anticipated Start Date: October 21, 2024.

Information Services – LeAnne Rauch, Administrative Specialist/Floated, increase compensation from \$15,6972 to \$16, 2122 to adjust salary as equals.