

Commissioners:
SCOTT L. METZGER
Chairman
MARC C. SORTMAN
Vice Chairman
MARK MUSSINA
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, OCTOBER 3, 2024
10:00 A.M.**

ADDITION TO THE AGENDA NOT PREVIOUSLY POSTED

- Remove Agenda Item 7.6 – Vote to Award the bid for ADA ramp replacement to C. K. Manufacturing LLC in the amount of \$52,764.00. (2024 approved Budgeted item)
- Add Agenda Item 7.6 – Vote to approve EWP Sponsorship for Tropical Storm Debbie

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 REPORTS

- 2.1 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 10/9/24 to be paid on 10/2/24 in the amount of \$1,957,151.15.
- 2.2 Krista Rogers – Vote to approve the credit card cash requirement report of purchases from 8/27/24 through 9/26/24 in the amount of \$9,789.70

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen – Elected Official Personnel Actions:
 - Sheriff – John Ottaviano, Sheriff Deputy, DS, Full Time, \$15.75 per hour, 75 Hours per Pay Period, Anticipated Start Date: October 14, 2024.

Recess Commissioners' Public Meeting for the Salary Board

4.0 SALARY BOARD

- 4.1 Convene Salary Board.
- 4.2 Vote to approve the Salary Board minutes from the September 26, 2024 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
 - District Attorney -Delete Full Time Clerk III from the TDA

- District Attorney – Add Part Time Project Coordinator to the TDA

4.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

5.1 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).

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

6.0 BOARD OF ASSESSMENT REVISIONS

6.1 Convene Board of Assessment Revisions.

6.2 Brooke Wright – Approve the following real estate tax refunds:

- 40-393-112.11 – Muncy Pharmacy DST - \$1556.57
- 41-352-114.G – Target Co - \$14,750.21
- 24-249-152 – A&J Bower LLC - \$92.62
- 47-205-112-003 – Fisher Mining Co - \$6.19
- 47-205-112.M – John & Kathleen Panatalone - \$83.61
- 47-225-107-002 – Jack R Miller Sr - \$53.38
- 47-225-107-016 – Michael Warfel - \$3.96
- 47-225-107-019 – Ed & Jeanine Sampsell - \$52.70
- 47-225-107-020 – Donald Hickernell - \$52.99
- 47-225-107-021 – Brent Weber - \$25.66
- 31-306-105 – Sharon Welshans - \$130.45

6.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

7.0 ACTION ITEMS

7.1 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #2 with Duboistown Borough in the amount of \$177,664. (2024 approved ARPA Funds)

- 7.2 Kristen McLaughlin – Vote to approve the Subrecipient Agreement Amendment #1 with Tiadaghton Valley Municipal Authority in the amount of \$250,000.00. (2024 approved ARPA Funds)
- 7.3 Jamie Shrawder– Vote to approve the CDBG FFY 2021 budget revision and submission to the Pennsylvania Department of Community and Economic Development. (Reallocation of CDG FFY 21 funds)
- 7.4 Shannon Rossman – Vote to approve the PA DEP Consent Order to complete the 5 County Solid Waste Plan.
- 7.5 Shannon Rossman – Vote to approve Resolution 2024-20 to complete the 5 County Solid waste Plan.
- 7.6 ~~Mya Toon – Vote to award the bid for the ADA ramp replacement to C.K. Manufacturing LLC in the amount of \$52,764.00. (2024 approved budgeted item)~~
- 7.6 Mya Toon - Vote to approve EWP Sponsorship for Tropical Storm Debbie.
- 7.7 Mya Toon – Vote to approve the Agreement with Susquehanna Valley CASA in the amount of \$9,200.00. (2024 approved budgeted item)
- 7.8 Mya Toon – Vote to approve the Agreement with Three + One pending final legal review. (2024 approved budgeted item)

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 10, 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 – April Marshall, Work Crew Foreman, Union, Full-Time, \$21.7406 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: October 13, 2024.

Human Resources – Awhbree Friday, Clerk IV, 5, Full-Time, \$15.75 per hour, 75 Hours per Pay Period, Anticipated Start Date: October 14, 2024.