

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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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, NOVEMBER 21, 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
- 1.6 Proclamation –Infant Safe Sleep Month -Kate Kiessling

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 11/27/24 to be paid on 11/20/24 in the amount of \$1,269,394.19.
- 2.2 Nicki Gottschall – Vote to approve election payments due to Poll workers and locations from the Presidential Election on November 5, 2024 in the amount of \$136,723.25

3.0 INFORMATION ITEMS

- 3.1 Mya Toon -Public Comment on 2025 Proposed Budget

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 October 31, 2024 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
 - Transition of existing Prison Bail Release Program employees to Lycoming County Courts
- 4.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 ACTION ITEMS

- 5.1 Forrest Lehman –Vote to approve Change Order #7 with H&P Construction extending the contract by two weeks due to material delays and the Thanksgiving Holiday for ADA renovations at polling places
- 5.2 Jason Yorks – Vote to approve the Agreement with McClure Company. (2025 approved budgeted item)
- 5.3 Kelsey Green– Vote to approve the Amendment to the Agreement with PennCore Consulting. (2024 approved budgeted item)
- 5.4 Kelsey Green – Vote to approve the Agreement with Michael Baker International for the Lycoming County Hazard Plan Update in the amount of \$128,867.05. (2024 approved budgeted item)
- 5.5 Maleick Fleming – Vote to approve the Subrecipient Agreement with YWCA Northcentral PA in the amount of \$150,000.00. (2024 approved budgeted item)
- 5.6 Maleick Fleming– Vote to approve the 2023-2024 PHARE Subrecipient Agreement with Lycoming -Clinton Joinder Board in the amount of \$65,000.00. (2024 approved budgeted item)
- 5.7 Leslie Kilpatrick - Vote to approve the annual maintenance of the Mitel Software Assurance in the amount of \$16,776.59. (2024 approved budgeted item)
- 5.8 Leslie Kilpatrick – Vote to approve Mythics Oracle Database Support Renewal in the amount of \$892.58. (2024 approved budgeted item)
- 5.9 Leslie Kilpatrick – Vote to approve the Annual Maintenance Fee with Central Square E-Finance in the amount of \$69,295.18. (2024 approved budgeted item)
- 5.10 Leslie Kilpatrick – Vote to approve the 2024-25 CCAP Sylint Agreement and Commitment Form in the amount of \$9,500.00. (2024 approved budgeted item)
- 5.11 Leslie Kilpatrick – Vote to approve the purchase of a MX-M1206 Copier/Printer/Scanner from Marco in the amount of \$34,553.25. (Act 13 funds will be used for the purchase)
- 5.12 Leslie Kilpatrick – Vote to approve the MFA Subscription renewal in the amount of \$37,415.00. (2024 approved budgeted item)
- 5.13 Mya Toon – Vote to approve the Amendment to the Agreement with Restorative Behavioral Health.
- 5.14 Mya Toon – Vote to approve the Amendment to the Agreement with Rogers Uniforms. (2024 approved budgeted item)

- 5.15 Mya Toon – Vote to approve the Agreement with Brian Ulmer, Esq. (Not an approved budgeted item but funds are available)
- 5.16 Mya Toon – Vote to approve the Agreement with Kyle Rude, Esq. (Not an approved budgeted item, but funds are available)
- 5.17 Matthew McDermott- Vote to approve the appointment of Kallie D. Vento, Esquire, McCormick Law Firm as an Assistant Solicitor.

6.0 COMMISSIONER COMMENT

7.0 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.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, December 5, 2024, at 10:00 A.M. in the Commissioner’s Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.