

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, DECEMBER 12, 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 REPORTS**

- 2.1 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 12/18/24 to be paid on 12/11/24 in the amount of \$860,966.67.
- 2.2 Krista Rogers– Vote to approve credit card cash requirement report of purchases from 10/24/24 through 11/24/24 in the amount of \$5,222.13

**3.0 INFORMATION ITEMS**

- 3.1 Amy Resh – Lycoming County Library System Update

***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 December 5, 2024 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
  - Public Defender
    - Delete Clerk III (PG4) from TDA
    - Add Administrative Assistant/Paralegal Trainee (PG6) to TDA
  - RMS
    - Delete Administrative Specialist/Training Coordinator (PG6) from TDA

- Courts
  - Retitle Bail Release Officer to Pretrial Probation Officer (5)  
PG9/Union
  - Retitle Bail Release Program Manager to Pretrial Probation Officer  
Supervisor (1) PG10

4.4 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**5.0 ACTION ITEMS**

- 5.1 Jason Yorks – Vote to approve Amendment Number 3 to the Agreement with Manhantango Enterprises to extend the agreement for a period of two years from 1/1/2025 through 12/31/2026.
- 5.2 Jason Yorks – Vote to approve the Amendment to the Agreement with Sunbury Motor Company.
- 5.3 Beth Baylor – Vote to approve the Agreement with Keystone Communications, LLC in the amount of \$20,301.84. (2024 approved budgeted item)
- 5.4 Beth Baylor – Vote to approve the Agreement with Keystone Communications, LLC in the amount of \$46,848.00. (2024 approved budgeted item)
- 5.5 Michael Hagen – Vote to ratify the Agreement with CareerLink for the On-The-Job training program with the Public Defenders office. This will be a ½ salary reimbursement to the County for six months.
- 5.6 Ken George – Vote to approve the Agreement with Rentokil North America Inc. d/b/a Erhlich. (2024 approved budgeted item)
- 5.7 Ken George- Vote to approve the Amendment to the Agreement with Icon Fire Solutions, LLC. (2024 approved budgeted item)
- 5.8 Leslie Kilpatrick – Vote to approve the renewal of the APO Case Management System Software Renewal with Corrections Development Inc. in the amount of \$19,840.00. (2024 approved budgeted item)
- 5.9 Leslie Kilpatrick – Vote to approve the Amendment to the APO Case Management Software Agreement for 2 additional services. (2024 approved budgeted item)
- 5.10 Leslie Kilpatrick – Vote to approve the Equipment Maintenance Agreement with Marco Technologies LLC. (2024 approved budgeted item)

- 5.11 Mya Toon – Vote to approve the 2025 Title IV-D Attorney Contract with Patricia Shipman, Esq. (2024 approved budgeted item – 66% of this expense is reimbursable to the County)
- 5.12 Mya Toon – Vote to approve the Amendment to the Agreement with Allison Calhoun extending the Agreement to December 31, 2025 for Barber Services.
- 5.13 Mya Toon – Vote to approve the Agreement with Old Lycoming Township Fire Company for Act 13 funds in the amount of \$313,785.00. (2024 approved budgeted item)
- 5.14 Mya Toon – Vote to approve Resolution 2024-27 authorizing to forego the bidding process for debris removal due to Tropical Storm Debbie.
- 5.15 Mya Toon – Vote to approve the River Valley Transit Authority Intergovernmental Agreement in the amount of \$100,000.00. (2024 approved budgeted item)
- 5.16 Shannon Rossman – Vote to approve the Agreement with DELTA Development Group, Inc in the amount of \$80,000.00. (2024 approved budgeted item)
- 5.17 Shannon Rossman- Vote to approve the appointment of Brett Bowes to the LCPC Board, effective dates 1/1/2025 to 12/31/2028.
- 5.18 Matthew McDermott – Vote to approve appointment and reappointment of the following individuals to the Williamsport Municipal Airport Authority for a 5-year term effective 1/1/2025 to 12/31/2029:
- Reappoint Suzette Snyder
  - Reappoint Stephen Logue
  - Reappoint Michael Reed
  - *Appoint* Representative Joseph Hamm
- 5.19 Matthew McDermott – Vote to approve the correction of an administrative error extending the reappointment of Jason Fink to the Lycoming County Industrial Development Authority for the 5-year term from 1/1/2023 to 12/31/2023, corrected to 1/1/2023 to 12/31/2027.
- 5.20 Matthew McDermott – Vote to approve appointment and reappointment of the following individuals to the Lycoming County Industrial Development Authority for 5-year terms effective 1/1/2025 to 12/31/2029:
- Reappoint Jason Bogle
  - *Appoint* Michael Alexander
- 5.21 Matthew McDermott – Vote to approve appointment and reappointment of the following individuals to the Lycoming County Agricultural Land Preservation Board for 3-year terms effective 1/1/2025 to 12/31/27
- Reappoint Daryl Krotzer

- *Appoint* Robert Voneida
- *Appoint* Ben Hepburn

5.22 Matthew McDermott - Vote to approve appointment and reappointment of the following individuals to the Lycoming County Water and Sewer Authority for 5-year terms effective 1/1/2025 to 12/31/2029:

- Reappoint Paul Wentzler
- *Appoint* Jeffrey Brooks

5.22 Matthew McDermott - Vote to approve the reappointment of Brian Shearer to the Lycoming County Authority for a 5-year term effective dates 1/1/2025 to 12/31/2029.

## **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 19, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701.