

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, JANUARY 11, 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 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 12/31/23 to be paid on 1/17/24 to be paid on 1/10/24 in the amount of \$2,904,059.80.

3.0 PERSONNEL ACTIONS

- 3.1 Matthew McDermott – 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 Salary Board

4.0 SALARY BOARD

- 4.1 Convene Salary Board.
- 4.2 Matthew McDermott – Vote to approve the following individuals to the Salary Board:
 - Scott Metzger, Commissioner Chairman – Chairman
 - Krista Rogers, Controller – Secretary
- 4.3 Matthew McDermott – Vote to approve 2024 Salary Schedule.
- 4.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 ACTION ITEMS

- 5.1 Matthew McDermott – Vote to approve the ratification of the 2024 TDA, effective 1/2/2024.
- 5.2 Mya Toon – Vote to approve Title IV-D Attorney Agreement with Patricia Shipman, Esq. in the amount not to exceed \$60,000.00 (2024 budgeted item).
- 5.3 Mya Toon – Vote to approve the submission of a Redevelopment Assistance Capital Program (RACP) grant application to PA Office of the Budget for the Coroner’s Forensic Facility in the amount of \$3,400,000.00.
- 5.4 Mya Toon – Vote to approve the list of Agreements approved by the Director of Administration for the month of December 2023.
- 5.5 Shannon Rossman – Vote to reject all bids received for the Williamsport Cross Pipe Rehabilitation Project.
- 5.6 Forrest Lehman – Vote to approve work proposal from Clear Ballot in the amount of \$12,000.00 (2024 budgeted item).
- 5.7 Jenny Picciano – Vote to approve Keystone Recreation, Park and Conservation Fund Grant Agreement with the Department of Conservation and Natural Resources in the amount of \$200,000.00.
- 5.8 Leslie Kilpatrick – Vote to approve Amendment to Agreement with Windstream (2024 budgeted item).

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, January 18, 2024, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Human Resources Office – Allison Wolfe, Temporary Human Resources Business Partner, Part-Time New Position, \$40.00 per hour, Not to Exceed 1000 hours in a year, Effective Date: January 7, 2024.