

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 4, 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 12/28/23 Meeting
- 1.5 Approve the Minutes of the Previous 1/2/24 Meeting
- 1.6 Public Comment on Agenda Items Only

2.0 PERSONNEL ACTIONS

- 2.1 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

3.0 SALARY BOARD

- 3.1 Convene Salary Board.
- 3.2 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 3.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

4.0 TDA ACTIONS

- 4.1 Matthew McDermott – Approve the following TDA actions as outlined in Attachment (C)

5.0 ACTION ITEMS

- 5.1 Matthew McDermott – Vote to approve the 2024 Salary Schedule.
- 5.2 Matthew McDermott – Vote to approve the 2024 TDA.

- 5.3 Matthew McDermott – Vote to approve the following individuals to the SEDA-COG Board of Directors:
- Commissioner, Scott L. Metzger – Commissioner County Representative
 - Howard Frye – County’s Second Representative/Member at Large
- 5.4 Matthew McDermott – Vote to approve the swearing in of appointed and elected officials not available to attend the January 2, 2024, Inauguration.
- Deputy Clerk of Courts, Holly Thomas
- 5.5 Mya Toon – Vote to approve Mental Health Services Agreement with Restorative Behavioral Health (2024 budgeted funds).
- 5.6 Mya Toon – Vote to approve Grant & Monitoring Agreement with Greater Lycoming Habitat for Humanity in the amount of \$40,000.00 (Act 137 funds).
- 5.7 Mya Toon – Vote to approve Grant & Monitoring Agreement with The New Love Center in the amount of \$40,000.00 (Act 13 funds).
- 5.8 Maleick Fleming – Vote to approve Subrecipient Monitoring Agreement with Asbury Foundation in the amount of \$48,000.00 (2023 PHARE).
- 5.9 Jason Yorks – Vote to approve Consent Assessment of Civil Penalty with the Pennsylvania Department of Environmental Protection in the amount of \$5,000.00 (2024 budget funds available).

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 11, 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:

- District Attorney's Office – William Simmers, Assistant District Attorney, Full-Time Replacement, \$62,315.00 per year, 75 hours per Pay Period, Start Date: January 8, 2024.
- District Attorney's Office – Roan Confer, Assistant District Attorney, Full-Time Replacement, \$62,315.00 per year, 75 hours per Pay Period, Start Date: January 8, 2024.
- Prison – Christopher Heisley, Correctional Officer I – Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Start Date: January 8, 2024.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Human Resources Office – Request to add a Part-Time Human Resources Business Partner, Paygrade 12.

ATTACHMENT (C)

TDA ACTIONS:

- Human Resources Office – Request to add a Part-Time Human Resources Business Partner, Paygrade 12.