

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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Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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www.lyco.org  
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, APRIL 11, 2024  
10:00 A.M.**

**ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED**

- Remove Salary Board Action Item 3.3 and move to Personnel Action Items: District Attorney – Requesting approval for special county detectives for Lycoming County Drug Task Force, DUI Roving Patrol and DUI Center Patrol.
- Add second bullet point to Action Item 7.4 – Reappointment Daniel Clark: Effective 1/1/23 to 12/31/27.

**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 4/17/27 to be paid on 4/10/24 in the amount of \$2,422,115.65.

**3.0 INFORMATION ITEMS**

- 3.1 Tanya Collins – CDBG FFY 2024 Application Preparation Schedule

***Recess Commissioners' Public Meeting for the Salary Board***

**4.0 SALARY BOARD ACTIONS**

- 4.1 Convene Salary Board.
- 4.2 Michael Hagen – Vote to approve Salary Board minutes of the previous meeting, April 4, 2024.
- 4.3 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

## **5.0 PERSONNEL ACTIONS**

- 5.1 Michael 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 (B).

### ***Recess Commissioners Meeting for the Community Development Block Grant Public Hearing***

## **6.0 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FFY 21 BUDGET MODIFICATION PUBLIC HEARING**

- 6.1 Convene Public Hearing
- 6.2 Tanya Collins – Review of proposed FFY 2021 Budget Modification Review of FFY 2021 Budget Modification Certification.
- 6.3 Public Comment
- 6.4 Adjourn Public Hearing

### ***Reconvene Commissioners' Public Meeting***

## **7.0 ACTION ITEMS**

- 7.1 Tanya Collins – Vote to approve submission of the CDBG FFY21 Budget Modification Certification in the amount of \$41,956.00 (2021 CDBG funds).
- 7.2 Mya Toon – Vote to approve with Blake Marks, Counsel to Lepley, Engleman, Yaw & Wilk Attorneys at Law in the amount of \$45,000.00 (2024 budget funds available).
- 7.3 Mya Toon – Vote to approve Pennsylvania Commission on Crime & Delinquency Subgrant Award Notification in the amount of \$111,546.00.
- 7.4 Matthew McDermott – Vote to appoint and reappoint the following individuals to the Lycoming County Authority:
- Appoint Steve Johnson: Effective 1/1/24 to 12/31/28
  - Reappointment Daniel Clark: Effective 1/1/23 to 12/31/27
- 7.5 Jason Yorks – Vote to approve Resolution 2024-04 for commercial line of credit with Citizens & Northern Bank in the amount of \$40,000,000.00.
- 7.6 Jason Yorks – Vote to approve the purchase of a new 2024 CAT D6 LGP Tractor from Cleveland Brothers in the amount of \$552,550.00 (2024 budgeted item).
- 7.7 Jason Yorks – Vote to approve the purchase of a new 2025 T480 Curbside Recycle Truck from Kenworth in the amount of \$285,443.00 (2024 budgeted item).

7.8 Ken George – Vote to approve Change Order #1 with Selsyn Electric, LLC in the credit amount of \$52,300.00.

**8.0 COMMISSIONER COMMENT**

**9.0 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.

**10.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, April 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:**

- Financial Management – Brian Ciotti, Financial Analyst, Full-Time Replacement, \$47,153.34 per year, 75 hours per Pay Period, Anticipated Start Date: April 15, 2024.
- Financial Management – Heather Lehman, Chief Budget Officer, Full-Time Replacement, \$74,274.41 per year, 75 hours per Pay Period, Anticipated Transfer Date: April 14, 2024.
- Pre-Release Center – Sarah Verrastro, Resident Supervisor I, Full-Time Replacement, \$18.64 per hour, 80 hours per Pay Period, Anticipated Start Date: April 15, 2024.
- Adult Probation – Kennedie Bahr, Adult Probation Officer II, Full-Time Replacement, \$24.47 per hour, 80 hours per Pay Period, Anticipated Effective Date: April 28, 2024.
- District Attorney – Requesting approval for special county detectives for Lycoming County Drug Task Force, DUI Roving Patrol and DUI Center Patrol.