

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
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, MARCH 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 Nicole MacKenzie and Barb Davenport – PA 4-H Week Proclamation
- 1.7 Keith Wagner – Intellectual Disabilities Awareness Month

2.0 REPORTS

- 2.1 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 3/27/24 to be paid on 3/20/24 in the amount of \$693,215.48.

3.0 INFORMATION ITEMS

- 3.1 Sal Vitko – Draft WATS MPO 2025-2028 Transportation Improvement Program (TIP) Public Comment Period.
- 3.2 Mya Toon – Acknowledge the County will be resoliciting bids for Polling Place ADA Renovations.

Recess Commissioners' Public Meeting for the Salary Board

4.0 SALARY BOARD ACTIONS

- 4.1 Convene Salary Board.
- 4.2 Matthew McDermott – Vote to approve Salary Board minutes of the previous meeting, March 14, 2024.
- 4.3 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (A).

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

- 5.1 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 (B).

6.0 ACTION ITEMS

- 6.1 Matt McDermott – Vote to approve Policy 713, Multi-Factor Authentication Policy.
- 6.2 Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of February.
- 6.3 Mya Toon – Vote to approve Agreement with Township of Lewis.
- 6.4 Jason Yorks – Vote to approve Consent Assessment of Civil Penalty with PA Department of Environmental Protection in the amount of \$5,000.00 (2024 budget funds available).
- 6.5 Jason Yorks – Vote to approve Proposal with PennCore Consulting LLC in the amount of \$16,600.00 (2024 budgeted item).
- 6.6 Jason Yorks – Vote to approve Agreement with ARM Group LLC (2024 budgeted item).
- 6.7 Maleick Fleming – Vote to approve Amendment to Agreement with Found Design LLC d.b.a. MERJE (2024 budgeted item).
- 6.8 Jenny Picciano – Vote to approve Resolution 2024-03 authorizing the submittal of the Susquehanna River Walk Extension Trail Development grant application to the PA Department of Conservation and Natural Resources (Act 13 funds).
- 6.9 Leslie Kilpatrick – Vote to approve annual support renewal for the software utilized in the Assessment Office in the amount of \$126,380.00 (2024 budgeted item).
- 6.10 Nancy Schenck – Vote to approve Amendment to Agreement with Cornell Abraxas Group, LLC (2024 budgeted item).

7.0 COMMISSIONER COMMENT

8.0 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.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, March 28, 2024, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT (A)

SALARY BOARD ACTIONS:

- Controller – Delete (1) Part-Time Administrative Specialist Pay Grade 5 and add (1) Full-Time Administrative Support Staff Pay Grade 5 (The Administrative Specialist was originally a full-time position at pay grade 6)

ATTACHMENT (B)

PERSONNEL ACTIONS:

- Department of Public Safety – Ashley Deitrick, Telecommunicator II, Part-Time Replacement, \$24.49 per hour, Not to Exceed 1000 hours annually, Anticipated Start Date: March 31, 2024.