

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

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

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, MARCH 7, 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 3/13/24 for payment on 3/06/24 in the amount of \$2,582,516.98.

3.0 INFORMATION ITEM

- 3.1 Matthew McDermott - "The Status of Lycoming County Sanctuary County".

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, February 29, 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 Mya Toon – Vote to approve Intergovernmental Agreement with River Valley Transit Authority in the amount of \$100,000.00 (2024 budgeted item).
- 6.2 Mya Toon – Vote to approve Agreement of Sale for the purchase of vacant land located at 110 Hill Alley, Jersey Shore in the amount of \$250,000.00 (Act 13 funds).
- 6.3 Sal Vitko – Vote to approve revision to 2022-2024 Williamsport Area Transportation Study (WATSP) Unified Planning Work Program (UPWP) budget (Department of Transportation funds).
- 6.4 Maleick Fleming – Vote to approve Agreement with the City of Williamsport in the amount of \$20,000.00 (Act 13 funds).
- 6.5 Leslie Kilpatrick – Vote to approve Agreement for phone and Internet service for MDJ Dieter’s Office (2024 budgeted item).
- 6.6 Jason Yorks – Vote to approve the purchase and install of new stars and spacers in GS3, GS4 & GS5 from Green Machine in the amount of \$109,502.38 (2024 budgeted item).
- 6.7 Jason Yorks – Vote to approve the purchase and installation of a new rolling steel door from Overhead Door Company in the amount \$19,404.00 (2024 budgeted item).
- 6.8 Ken George – Vote to approve the following Change Orders for TSP Third Floor Renovation Project (2024 budget funds available):
 - Change Order #5 with J & M Construction Specialty, Inc at no change in cost.
 - Change Order #6 with J & M Construction Specialty, Inc in the amount of \$4,120.00.
 - Change Order #7 with Dixon AC&R Corporation in the amount of \$1,950.00.
- 6.9 Shannon Rossman – Vote to approve Agreement with Tiadaghton Valley Municipal Authority in the amount of \$150,000.00 (Act 13 funds).

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 14, 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:

- Information Services – Request to approve compensation of IT Operations Director above the maximum of the pay scale, Retro Effective: 03/03/2024
- Register & Recorder – Request to add a Full Time Temporary Clerk III position, Effective: 03/17/2024
- Domestic Relations – Request to remove the following position from the TDA:
 - Clerk III, Effective: 03/17/2024
- Purchasing – Request to remove the following position from the TDA:
 - Part Time Administrative Specialist, Effective: 03/17/2024
- Sheriff's Office – Request to remove the following position from the TDA:
 - Temporary Sheriff Special Projects, Effective: 03/17/2024
- District Attorney – Request to remove the following positions from the TDA:
 - Clerk I, Effective: 03/17/2024
 - Temporary Chief County Detective, Effective: 03/17/2024
- Information Services – Request to remove the following position from the TDA:
Clerk III, Effective 03/17/2024

ATTACHMENT (B)

PERSONNEL ACTIONS:

- Department of Public Safety – Jacob Wentz, Emergency Management Specialist – Operations and Training, Full-Time Replacement, \$40,394.45 per year, 75 hours per Pay Period, Anticipated Start Date: March 25, 2024.
- Financial Management – Shanean Edmonds, Financial Support Specialist, Full-Time Replacement, \$20.97 per hour, 75 hours per Pay Period, Anticipated Start Date: March 18, 2024.
- Commissioners – Roxanna Morfesis, Administrative Coordinator, Full-Time Replacement, \$36,523.50 per year, 75 hours per Pay Period, Anticipated Start Date: March 18, 2024.