

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, JUNE 20, 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 BID OPENING

- 2.1 Nicki Gottschall – Open the following bid:
 - Spring Garden Hunting Club Fish Habitat Design Project
 - Lycoming Creek Sportsman's Fish Habitat Enhancement Project

3.0 REPORTS

- 3.1 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 6/26/24 to be paid on 6/19/24 in the amount of \$1,741,250.23.

4.0 INFORMATION ITEMS

- 4.1 Amy Resh – Lycoming County Library System Update
- 4.2 Kim Wheeler – SEDA CoG Activities Update
- 4.3 Michael Hagen- Elected Officials Personnel Actions:
 - Register and Recorder – Paula Miller, Clerk III, 5, Full-Time Replacement, \$16.1728 per hour, 75 Hours per Pay Period, Anticipated Start Date: July 1, 2024
 - Sherriff – Shayna Ragan, Deputy Sheriff, Full-Time, \$22.63 per Hour, 80 Hours per Pay Period, Effective Date: June 10, 2024

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Krista Rogers – Vote to approve the Salary Board minutes from the May 16, 2024 meeting.
- 5.3 Krista Rogers – Vote to approve the following Salary Board actions:
 - Human Resources – Delete Human Resources Business Partner position from TDA – pay grade 12 - \$57,310.50-\$85,176.00 -75 hrs. per pay period
 - Human Resources – Senior Benefit Specialist – move from pay grade 8 (\$39,994.50-58,909.50) to pay grade 9 (\$43,660.50-\$64,506.00) – hourly rate \$26.439 – 75 hrs. per pay period - effective date 6/23/2024
 - Human Resources – Senior Human Resources Generalist – move from pay grade 7 (\$18.72/hr.-\$27.54/hr.) to pay grade 8 (\$20.51/hr. to \$30.21/hr.) – hourly rate \$21.42/hr. – 75 hrs. per pay period - effective date 6/23/2024
 - Human Resources – add – Clerk IV position to the TDA – pay grade 5 - \$15.75/hr.-\$18.43/hr. 75 hrs. per pay period
- 5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

- 6.1 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 (A).

7.0 ACTION ITEMS

- 7.1 Matthew McDermott – Vote to approve the reappointment of Frank Pellegrino to the Williamsport Airport Authority Board for a 5-year term ending on December 31, 2028
- 7.2 Matthew McDermott – Vote to approve First National Insurance Agency as County Broker of record.
- 7.3 Mya Toon– Vote to approve MOU with West Branch Drug and Alcohol Abuse Commission for treatment of Juvenile probation clients. (2024 approved budgeted item)
- 7.4 Mya Toon – Vote to approve MOU with West Branch Drug and Alcohol Abuse Commission for treatment of adult DUI and/or drug offenders. (2024 approved budgeted item)

- 7.5 Mya Toon – Vote to approve Agreement with Penrac, LLC. (2024 approved budgeted item)
- 7.6 Ken George – Vote to approve Agreement with Monitronics International, Inc. in the amount of \$251,564.14. (2024 approved budgeted item)
- 7.7 Ken George– Vote to approve Agreement with Vassallo Engineering & Surveying, Inc.in the amount up to \$32,500.00. (2024 approved budgeted item)
- 7.8 Leslie Kilpatrick – Vote to approve the annual renewal of Cisco Smartnet in the amount of \$41,688.68. (2024 approved budgeted item)
- 7.9 Leslie Kilpatrick – Vote to approve Amendment to the Windstream Agreement in the amount of \$1,900.90 monthly recurring charges. (2024 approved budgeted item)
- 7.10 Kelsey Green – Vote to approve Designation of Agent Resolution for BRIC '22.
- 7.11 Jason Yorks – Vote to approve to Reline/Rebuild Baler in the amount of \$115,232.40. (2024 approved budgeted item).
- 7.12 Matthew McDermott – Vote to approve MOU with the Joinder for utilization of the Partnership Health Center Lycoming County

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, June 27, 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:

- Pre-Release Center – Quentin Furguson, Resident Supervisor I, Union, Full-Time Replacement, \$18.64 per hour, 80 hours per Pay Period, Anticipated Start Date: July 1, 2024
- Resource Management Services – Luke Springman, Equipment Operator, 5, Part-Time Replacement, \$18.00 per hour, not to exceed 1000 Hours per Year, Anticipated Start Date: June 24, 2024
- 9-1-1 Center / Department of Public Safety – Adam Malek, Telecommunicator I Trainee, 7, Full-Time Replacement, \$18.72 per hour, 80 Hours per Pay Period, Anticipated Start Date: July 8, 2024
- 9-1-1 Center / Department of Public Safety – Michael Fitzwater, Telecommunicator I Trainee, 7, Full-Time Replacement, \$18.72 per hour, 80 Hours per Pay Period, Anticipated Start Date: July 8, 2024
- 9-1-1 Center / Department of Public Safety – Monica Ivankina, Telecommunicator I Trainee, 7, Full-Time Replacement, \$18.72 per hour, 80 Hours per Pay Period, Anticipated Start Date: July 8, 2024
- Planning – Maleick Fleming, Communication and Economic Development Planner, 9, Full-Time, \$47,488.1706 per Year, 75 Hours per Pay Period, Anticipated Effective Date: June 23, 2024
- Planning – Kelsey Green, Hazard Reduction Effective Planner, 9, Full-Time, \$51,814.931532 per Year, 75 Hours per Pay Period, Anticipated Effective Date: June 23, 2024