

Commissioners:

SCOTT L. METZGER
Chairman

MARC C. SORTMAN
Vice Chairman

MARK MUSSINA
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JUNE 6, 2024
10:00 A.M.**

ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED

Add agenda item 5.15 - Vote to approve Agreement with Diakon Family Life Services.

Correction to Information Item 3.2- salary for Diana Richardson is yearly, not hourly.

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 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through June 12, 2024 to be paid on June 5, 2024 in the amount of \$915,473.68.
- 2.2 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through June 5, 2024 to be paid on May 29, 2024 in the amount of \$2,359,503.86.
- 2.3 Krista Rogers – Vote to approve special check run in the amount of \$225,364.20 for payment on May 31, 2024 for the purchase of the Jersey Shore property for the new MDJ facility.

3.0 INFORMATION ITEMS

- 3.1 Chris Branton, Susquehanna CASA
- 3.2 Mike Hagen- Elected Officials Personnel Actions:

Prothonotary – Holly Thomas, Deputy Prothonotary, Pay grade 8, Full-Time Replacement, \$60,737.04 per Year, 75 Hours per Pay Period, Effective Date: June 9, 2024

Prothonotary – Diana Richardson, Deputy Clerk of Courts, Pay Grade 8, Full-Time Replacement, ~~\$27,649.32 per Hour~~, \$53,916.174 per year, 75 Hours per Pay Period, Effective Date: June 9, 2024

Prothonotary – Ashlea Woolley, Administrative Specialist, Pay Grade 6, Cost/Fines, Full-Time Replacement, \$19.759005 per Hour, 75 Hours per Pay Period, Effective Date: June 9, 2024

4.0 PERSONNEL ACTIONS

- 4.1 Mike 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).

5.0 ACTION ITEMS

- 5.1 Jeff Hutchins – Vote to approve 5th Amendment to Nokia Agreement in the amount of \$10,419.44. (2024 approved budgeted item)
- 5.2 Nancy Schenck – Vote to approve Agreement with Central Counties Youth Center. (2024 approved budgeted item)
- 5.3 Tanya Collins- Vote to approve FFY 22 CDBG subrecipient agreement with South Williamsport Borough in the amount of \$100,288.00. (2024 approved budgeted item)
- 5.4 Ken George – Vote to approve Agreement with Architrave Architecture & Design in the amount of \$28,650.00. (2024 approved budgeted item)
- 5.5 Jason Yorks – Vote to approve the Form HW-C Compliance History for Annual Report for DEP.
- 5.6 Jason Yorks – Vote to approve the Change Order Number 4 for R&L Development Company- Phase 1 Closure 2022-2024 in the amount of \$3,071,480.46. (2024 approved budgeted item)
- 5.7 Mya Toon – Vote to approve the Community Development Block Program Grant Agreement in the amount of \$597,777.00.
- 5.8 Shannon Rossman – Vote to approve work order change with WSP in the amount of \$361,100.20. (2024 approved budgeted item)
- 5.9 Shannon Rossman – Vote to approve the Amendment to the Agreement with Larson Design Group in the amount of \$19,750.00 for services for the LCWF land conversion. This a time extension to 6/30/2024. (2024 approved budgeted item)
- 5.10 Maleick Fleming – Vote to approve Amendment to the Agreement to the SEDA COG ARC Grant.

- 5.11 Maleick Fleming – Vote to approve Subrecipient Agreement with Williamsport Sanitary Authority in the amount of \$500,000.00. (2024 approved budgeted item)
- 5.12 Maleick Fleming – Vote to approve the Amendment to Subrecipient Monitoring Agreement with Transitional Living Centers, Inc.
- 5.13 Maleick Fleming – Vote to approve the Amendment to the Agreement with Lycoming-Clinton Counties Commission for Community Action (STEP) INC.
- 5.14 Matthew McDermott – Vote to Approve the Settlement Agreement between the County Commissioners and Krista Rogers, Controller.
- 5.15 Nancy Schenck – Vote to approve Agreement with Diakon Family Life Services. (2024 approved budgeted item)

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 June 13th, 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:

- Prison – Caleb Ross, Correctional Officer, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 10, 2024
- Courts – David Triosi, Bailiff, Pay Grade 3, Part-Time Replacement, \$14.04 per hour, not to exceed 1000 hours per year, Effective Date: June 18, 2024
- Register and Recorder – Mandy Shultz, Clerk IV, Pay Grade 5, Full-Time Replacement, \$17.95 per hour, 75 hours per Pay Period, Effective Date: June 17, 2024
- Department of Public Safety – Zachary Divers, Emergency Management Specialist - Planning, Pay Grade 8, Full-Time Replacement, \$20.72 per hour, 75 hours per Pay Period, Effective Date: June 17, 2024