

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, SEPTEMBER 5, 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 Proclamation – Hunger Action Month – Tracy Ungard
- 1.7 Proclamation – Childhood Cancer Awareness Month – Krista Rogers

2.0 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individual for her service to Lycoming County:
 - Mya Toon – 20 years

3.0 BID OPENING

- 3.1 Krista Rogers- Open the following bid:
ADA Ramp Replacement

4.0 REPORTS

- 4.1 Krista Rogers – Vote to approve accounts payable cash requirement report for invoices due through 9/11/24 to be paid on 9/4/24 in the amount of \$1,187,548.00.
- 4.2 Krista Rogers – Vote to approve the credit card cash requirement report of purchases from 7/25/24 through 8/25/24 in the amount of \$11,771.84

5.0 INFORMATION ITEMS

- 5.1 Maleick Fleming – Greater Williamsport Area Trail System Wayfinding Plan Survey Press Release.
- 5.2 Mya Toon – Acknowledge the County will be requesting proposals for a Hazard Mitigation Plan Consultant.
- 5.3 Michael Hagen – Elected Official Personnel Actions:

- Courts, MDJ Biichle – Rebecca Evans, Magisterial District Court Administrative Specialist, 5, \$18.11 per Hour, 75 Hours per Pay Period, Anticipated Start Date: September 23, 2024.
- Controller -Noah Hunt, Accountant, 9. \$22.39 per hour, not to exceed 1000 hours annually, Anticipated Start Date: September 9,2024

Recess Commissioners' Public Meeting for the Salary Board

6.0 SALARY BOARD

- 6.1 Convene Salary Board.
- 6.2 Vote to approve the Salary Board minutes from the August 15, 2024 meeting.
- 6.3 Vote to approve the following Salary Board Actions:
- Controller's Office - Put FT Accountant I position on temporary hold
 - Controller's Office -Add temporary Accountant position, pay grade 9, not to exceed 1000 hours
- 6.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

7.0 PERSONNEL ACTIONS

- 7.1 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).

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

8.0 BOARD OF ASSESSMENT REVISIONS

- 8.1 Convene Board of Assessment Revisions.
- 8.2 Brooke Wright – Approve the following real estate tax refunds:
- 31-326-144-Robert Paucke- \$105.89
 - 41-353-205 - Muncy Greene LP - \$34,700.41
- 8.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

9.0 ACTION ITEMS

- 9.1 Monica Fox- Vote to approve Seda -Cog CDBG FFY2023 Professional & Administrative Services Agreement in the amount of \$121,000.00. (2024 approved budgeted item)
- 9.2 Kelsey Green – Vote to approve BRIC Grant Agreement in the amount of \$157,000.00 (\$37,000.00 local share; \$120,000.00 Federal). (2024 approved budgeted item)
- 9.3 Nancy Schenck – Vote to approve the agreement with Centre County Youth Services Bureau. (2024 approved budgeted item)
- 9.4 Mya Toon – Vote to ratify the Emergency Solutions Grant Program in the amount of \$1,943,500.00.
- 9.5 Mya Toon - Vote to approve the Change Order with J&M Construction Specialty credit in the amount of \$15,000.00.
- 9.6 Mya Toon – Vote to approve the Change Order with H&P Construction, Inc. in the amount of \$3,576.00. (2024 approved budgeted item)
- 9.7 Mya Toon – Vote to approve the Agreement with Lycoming County Industrial Authority. (2024 approved budgeted item)
- 9.8 Mya Toon – Vote to approve the Agreement with West Branch Drug Abuse Commission and Williamsport Family Medical Center for medication assisted treatment services. (2024 approved budgeted item)
- 9.9 Mya Toon – Vote to approve agreement with Eric Williams, Esq. (not an approved 2024 budgeted item, but funds are available)
- 9.10 Mya Toon- Vote to approve the Agreement with Timothy Reitz, Esq. (not an approved 2024 budgeted item, but funds are available)

10.0 COMMISSIONER COMMENT

11.0 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.

12.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, September 12, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.

ATTACHMENT (A)

PERSONNEL ACTIONS:

PRC – Josh Johnson, Resident Supervisor II, Union, Full-Time, \$20.51 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: September 15, 2024.