

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*

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COUNTY of LYCOMING  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, JANUARY 4, 2024  
10:00 A.M.**

**ADDITIONS/REVISIONS TO AGENDA NOT PREVIOUSLY POSTED**

- Remove Action Item 5.9 – Vote to approve Consent Assessment of Civil Penalty with the Pennsylvania Department of Environmental Protection in the amount of \$5,000.00.

**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 12/28/23 Meeting
- 1.5 Approve the Minutes of the Previous 1/2/24 Meeting
- 1.6 Public Comment on Agenda Items Only

**2.0 PERSONNEL ACTIONS**

- 2.1 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 (A).

***Recess Commissioners' Public Meeting for the Salary Board***

**3.0 SALARY BOARD**

- 3.1 Convene Salary Board.
- 3.2 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 3.3 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**4.0 TDA ACTIONS**

- 4.1 Matthew McDermott – Approve the following TDA actions as outlined in Attachment (C)

**5.0 ACTION ITEMS**

- 5.1 Matthew McDermott – Vote to approve the 2024 Salary Schedule.

- 5.2 Matthew McDermott – Vote to approve the 2024 TDA.
- 5.3 Matthew McDermott – Vote to approve the following individuals to the SEDACOG Board of Directors:
- Commissioner, Scott L. Metzger – Commissioner County Representative
  - Howard Frye – County’s Second Representative/Member at Large
- 5.4 Matthew McDermott – Vote to approve the swearing in of appointed and elected officials not available to attend the January 2, 2024, Inauguration.
- Deputy Clerk of Courts, Holly Thomas
- 5.5 Mya Toon – Vote to approve Mental Health Services Agreement with Restorative Behavioral Health (2024 budgeted funds).
- 5.6 Mya Toon – Vote to approve Grant & Monitoring Agreement with Greater Lycoming Habitat for Humanity in the amount of \$40,000.00 (Act 137 funds).
- 5.7 Mya Toon – Vote to approve Grant & Monitoring Agreement with The New Love Center in the amount of \$40,000.00 (Act 13 funds).
- 5.8 Maleick Fleming – Vote to approve Subrecipient Monitoring Agreement with Asbury Foundation in the amount of \$48,000.00 (2023 PHARE).

## **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 Thursday, January 11, 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:**

- District Attorney's Office – William Simmers, Assistant District Attorney, Full-Time Replacement, \$62,315.00 per year, 75 hours per Pay Period, Start Date: January 8, 2024.
- District Attorney's Office – Roan Confer, Assistant District Attorney, Full-Time Replacement, \$62,315.00 per year, 75 hours per Pay Period, Start Date: January 8, 2024.
- Prison – Christopher Heisley, Correctional Officer I – Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Start Date: January 8, 2024.

## ATTACHMENT (B)

### **SALARY BOARD ACTIONS:**

- Human Resources Office – Request to add a Part-Time Human Resources Business Partner, Paygrade 12.

## ATTACHMENT (C)

### **TDA ACTIONS:**

- Human Resources Office – Request to add a Part-Time Human Resources Business Partner, Paygrade 12.