

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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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, JANUARY 9, 2025  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina,  
Director Matthew McDermott, and Solicitor Christopher H. Kenyon**

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

- **Correct Agenda Item 6.4 to read- Vote to approve the Agreement with Webb Weekly for three years for notification of monthly recycling curbside service. (2025 approved budgeted item)**
- **Remove Agenda Item 6.6 - Forrest Lehman - Vote to approve the certificate of Substantial Completion for the County's contract with H&P Construction to complete accessibility improvements at county polling place facilities.**

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

**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

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only **None**

**2.0 SERVICE AWARD - Board of Commissioners – Recognize the following individual for his service to Lycoming County:**

- Matthew McDermott – 10 years

**On behalf of the Lycoming County Board of Commissioners, Commissioner Metzger recognized Matt McDermott, the Director of Administration, for his 10 years of service. Matt, a retired lieutenant colonel from the army, joined on January 5th, 2015. His leadership was crucial, especially during the COVID-19 pandemic when the county faced many challenges. Matt played a key role in hiring a new public safety director just before the pandemic hit, ensuring the county's operations continued smoothly despite conflicting directives from the state. Matt's dedication was evident not only during the pandemic but also during other emergencies such as the floods. He worked tirelessly, often late into the**

night, and was always available, even on holidays. His knowledge and commitment have been invaluable to the county.

Commissioner Sortman commented that as a new commissioner, he quickly realized the immense support Matt gives and his unwavering dedication. During the Covid period, I witnessed your commitment firsthand, especially during the floods and trout run, where you were present day and night. “Such dedication is rare in today's world. While I don't have many stories or history with you, I truly appreciate your dedication and the extensive knowledge you have of this county. It greatly benefits a new commissioner to have that resource available.”

Commissioner Mussina shared an experience on how Matt’s kindness has positively impacted many, including helping a young ROTC student with career advice. He has only known Matt for a little over a year, but shared how much he truly appreciates his kindness. “I have a friend whose son is in college and part of ROTC. He wants to be a helicopter pilot, and I told him about Matt, who flew Apaches in the army. When I asked Matt if he could meet the kid, he agreed. They had an hour-long conversation where Matt shared his military expertise and guided the kid on his options. The family was extremely grateful for Matt's kindness, which wasn't about his job but about helping a stranger. I've been thankful for his kindness to me and to everyone.”

Former Commissioner Mussare shared his memories of Matt since day one: interviewing for the director of administration. Matt convinced me when we asked a simple question about his responsibility to the commissioners, and he replied, "Protect you from making mistakes." That's when I knew he was the right person for the job. He joined us as a retired lieutenant colonel with one master's degree and later earned a second master's degree in emergency and disaster management while working here. In his 10 years, he tackled significant issues like prison overcrowding and made tough decisions that improved our community's safety. He also made impactful decisions regarding the county's assets, such as managing the golf course and selling off buildings, which made our government more efficient. Throughout various disasters, including floods, he was always there, dedicated and decisive. While not all decisions were perfect, he made them confidently, and we moved forward. “I couldn't thank him enough for his service to the county. Although he retired as a lieutenant colonel, he ran the county like a five-star general.”

Mr. Wiley shared his experiences: “It's been a pleasure for both myself and our firm to work with Matt over the past decade. I was here when he started, and it's wonderful to still be here as he celebrates his 10th year. I have many stories, though I can't share them now. The comments made are fitting; Matt has been truly dedicated to the county and a great leader for your team. It's nice to see so many team members here today, people you've worked with and built relationships with. You've done an excellent job handling issues with both sides of the room. For myself and my partners, it's been a real pleasure working with you.”

District Attorney, Tom Marino, expressed gratitude for Matt’s wisdom, toughness and ability to sort out issues, respectfully. “He’s the guy I want in my corner... and he reminds me of a younger version of my father.” It has been a privilege to work with Matt.

Mr. McDermott responded. So many things have happened. “When I think about our accomplishments and the workings of county government, it's a constant evolution.” It's not just about changes; it's about how things evolve based on leadership, elected officials, and various ROW officers. The situations we deal with continue to change. Being part of this for the last 10 years has been humbling. What's unique right now is that we're transforming again. Many people might not understand where we're headed, but I do. You can see the positive attitude throughout the county government. “We will achieve the goals and objectives you've set. I'm excited to be a part of it.”

### **3.0 REPORTS**

3.1 Nicki Gottschall - Vote to ratify accounts payable cash requirement report for invoices due through 1/15/25 paid on 1/8/25 in the amount of \$7,089,311.72.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

3.2 Nicki Gottschall – Vote to ratify the credit card cash requirement report of purchases from 12/04/24 through 12/26/24 in the amount of \$6,911.33.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

#### *Recess Commissioners’ Public Meeting for the Salary Board*

### **4.0 SALARY BOARD- SALARY BOARD MINUTES CAN BE FOUND ON LYCO.ORG>ELECTED OFFICIALS>CONTROLLER**

4.1 Convene Salary Board.

4.2 Vote to approve the Salary Board minutes from the December 19, 2024 meeting.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 4-0**

4.3 Vote to approve 2025 Salary Schedule.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 4-0**

4.4 Adjourn Salary Board.

#### *Reconvene Commissioners’ Public Meeting*

### **5.0 PERSONNEL ACTIONS**

5.1 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).

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

### **6.0 ACTION ITEMS**

6.1 Mike Hagen -Vote to ratify the Agreement with Companion Life, establishing rates for Stop Loss, AMWINS Gene Therapy Solutions GTS Policy at \$75.01(employee and \$166.96 (family) per month.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.2 Mike Hagen – Vote to ratify the Agreement with AMWINS/Stealth partner Group to establish Gene Therapy Solutions GTS-15 Policy at \$4.75 PEPM.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.3 Mike Hagen – Vote to ratify the Amendment to the Agreement with Luminaire Health to update Administrative fees and Stop Loss Premiums.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.4 Jason Yorks - Vote to approve the Agreement with Webb Weekly for ~~two years~~ ~~with no price change~~ three years for notification of monthly recycling curbside service. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.5 Forrest Lehman– Vote to approve the Election Integrity Grant Program post-election report for November 2024 General Election, documenting eligible expenditures for election operations to be submitted to DCED and the General Assembly

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.6 Jenny Picciano– Vote to approve Amendment 10 with ATC Group Services dba BCM Engineers to extend the Agreement through December 31, 2025.

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.7 Shannon Rossman -Vote to approve the Agreement with Greenman-Pederson, Inc. as the resident project representative for onsite technical oversight of the Williamsport Levee Cross Pipes rehabilitation in the amount of \$170,416.20 (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.8 Mya Toon-Vote to approve the Agreement with Geisinger Clinic for professional services not to exceed \$25,000.00. (2025 approved budgeted item)

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

6.9 Mya Toon – Vote to approve Resolution 2025-01

**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

## **7.0 COMMISSIONER COMMENT**

**Mr. Sortman congratulated Director of Administration, Matt McDermott for his dedication and 10-year service to the county.**

**Mr. Metzger, asked everyone to thank Law Enforcement for their service today in honor of National Law Enforcement Appreciation today.**

**Mr. Sortman also shared that today is National Day of Mourning for President Jimmy Carter.**

#### **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.

Mr. Winder, President of the West Branch Fire Association, explained the function of the WBFA and expressed his concerns about the lack of funding and response to funding requests. He pleaded with the commissioners to urgently budget for them so they continue to provide the necessary high level of service.

**Mr. Metzger feels strongly about supporting the Fire Departments and asked Mr. Winder to contact our Financial Director, Mya Toon, directly so the request does not get lost in the shuffle. An internal decision will be made on how they are going to move forward regarding line item classification and funding.**

#### **YOUTUBE COMMENT**

*Thomas Adams: Good morning Lycoming County, Commissioners and Matt! This might be difficult for Matt to read, but as a resident who moved into the county 6 years ago, and attending county meetings since 2021(I think). Matt has always treated me with great respect and decency, as has everyone in our county government. Matt's demeanor doesn't allow him to be none other than a humble and dedicated man to his fellow man. A retired Lieutenant Colonel is quite the accomplishment, plus his academic accomplishments! He is the embodiment of the character of people we want and have and had (in my experience) involved with our county! I am nobody special and have not the accomplishments of many others in our community, but the respect and decency is absolutely greatly and deeply appreciated from everyone! Hi Tony!*

#### **9.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, January 9, 2025, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701.

***To view this meeting recording click on the link below:***

**<https://www.youtube.com/watch?v=QGNZHotkHdk>**

**ATTACHMENT (A)**

**PERSONNEL ACTIONS:**

Pre-Release Center – Sarah Verrastro, Driver, Union, Part-Time, \$19.20 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Transfer Date: January 19, 2025.