

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 MINUTES  
THURSDAY, FEBRUARY 13, 2025  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, and Solicitor Christopher H. Kenyon. Director Matthew McDermott was not present.**

**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 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**None**

**2.0 BID OPENING**

- 2.1 Nicki Gottschall - Open the following bid:
  - LCRMS Landfill Leachate Force Main to West Branch Treatment Plant Sewer System

LCRMS Landfill to West Branch Treatment Plant Sewer System		
Company Name	Submitted Amount	Date Submitted
C&R Directional Boring, LLC	\$1,479,810.00	2/5/2025
Continental Construction, Inc.	\$4,629,235.00	2/7/2025
DOLI Construction Corporation	\$3,229,720.00	2/7/2025
Greenland Construction, Inc.	\$2,971,000.00	2/6/2025
Harnden Group, LLC	\$1,965,391.50	2/7/2025
Joao & Bradley Construction Co., Inc.	\$3,764,600.00	2/7/2025
Kinsley Construction Site York	\$1,890,000.00	2/7/2025
R & L Development Company	\$1,223,721.00	2/7/2025

**Ms. Gottschall introduced herself to the Leadership Lycoming Class of 2025 and explained her duties as the County Controller.**

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

### **3.0 REPORTS**

- 3.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 12/04/24 to be paid on 11/27/24 in the amount of \$775,266.67.

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

### **4.0 ACTION ITEMS**

- 4.1 Cindy Newcomer – Vote to approve the Agreement with Clarke Gallagher Barbiero Amuso Glassman Law for professional services. (2025 approved budgeted item)

**Ms. Newcomer introduced herself and reviewed the duties of her position as the County Treasurer.**

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

**Mr. Mussina explained that each County Elected official has their own solicitor in the event of any conflict.**

- 4.2 Forrest Lehman – Vote to approve the updated pay schedule for Election Day Poll Workers to take effect on January 1, 2026. (2025 approved budgeted item)

**Mr. Lehman provided an overview of the duties of his office, the elections process and the many moving parts that go into an election. Mr. Lehman talked about the differences between a presidential election year and local elected official election year. He also explained the reason for the poll workers updated pay schedule**

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

**Mr. Sortman and Mr. Mussina praised Mr. Lehman, his staff and the Maintenance Workers for their efficiency, especially on election night. He also reviewed the order of events on election night. Mr. Sortman encouraged the younger people to consider becoming poll workers.**

- 4.3 Jason Yorks – Vote to approve the Agreement with Dell for software support for the Solomon System. (2025 approved budgeted item)

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

**Mr. Yorks introduced himself and reviewed the RMS – Landfill operations.**

- 4.4 Jason Yorks – Vote to approve payment to Cleveland Brothers in the amount of \$32,087.37 for repairs. (2025 approved budgeted item)

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

- 4.5 Jason Yorks – Vote to approve the Amendment to the Agreement with Kroff Chemical Company extending the agreement to December 31, 2029. (2025 approved budgeted item)

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

- 4.6 Jason Yorks– Vote to approve the Agreement with Penn Power Group. (2025 approved budgeted item)

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

- 4.7 Jason Yorks – Vote to approve the Amendment to the Agreement with AMCS Group, Inc. (2025 approved budgeted item)

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

- 4.8 Mya Toon- Vote to approve the Agreement with Advanced Communications Solutions. (2025 approved budgeted item)

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

- 4.9 Mya Toon – Vote to approve the Retail Advertising Agreement with the Sun Gazette. (2025 approved budgeted item)

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

- 4.10 Mya Toon – Vote to approve the Renewal Sign Location Lease with Lamar in the amount of \$2,250.00 annual rent. (2025 approved budgeted item)

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

- 4.11 Mya Toon– Vote to approve the Referral Agreement with Crossroads Counseling, Inc.

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

- 4.12 Mya Toon - Vote to approve the Agreement with Quality Air Mechanical in the amount of \$5,000.00. (2025 approved budgeted item)

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

- 4.13 Mya Toon- Vote to approve the project modification request to augment current PA Commission on Crime and Delinquency Lycoming County Probation with Restrictive Conditions grant award with an additional \$12,987.00.

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

- 4.14 Mya Toon – Vote to approve the Agreement with Paula Bower, GED Tester in the amount of \$7,500.00. (2025 approved budgeted item)

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

**Ms. Toon provided a brief overview of her duties working in conjunction with the Controller and Treasurer. She explained that she, and her department are also responsible for obtaining grants and developing the budget.**

**Me. Metzger reported that the budget was reduced by 23% this year due to the teamwork of the departments and employees.**

- 4.15 Leslie Kilpatrick-Vote to approve the purchase of 8 Network Security Devices from Integra One in the amount of \$20,889.42. (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.16 Leslie Kilpatrick- Vote to approve the Agreement with Comcast Internet service for MDJ Frey. (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.17 Leslie Kilpatrick – Vote to approve the Subscription Service with OnSolve for Emergency Alert Service in the amount of \$44,044.65 for three years. (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.18 Ken George – Vote to approve the Agreement with McClure Company in the amount of \$7,634.00 annually. (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.19 Ken George – Vote to approve the Agreement with Johnson Controls Fire Protection LP in the amount of \$1,460.76 (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.20 Ken George - Vote to approve the Agreement with Secure Tech in the amount of \$55,330.00 (2025 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.21 Austin Daly – Vote to approve the Amendment to the Agreement with Larson Design group extending the terms of the agreement to December 31, 2025. (2025 approved budgeted item using Liquid Fuel funds)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.22 Jenny Picciano – Vote to approve the Greenways, Trails, and Recreation Program Grant Agreement in the amount of \$250,000.00.  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.23 Jenny Picciano – Vote to accept the DCNR Grant Agreement for the River Walk Extension in the amount of \$649,900.00.  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.24 Sal Vitko – Vote to approve the Agreement with Larson Design Group in the amount of \$8,801.94 for tropical Storm Debby Bridge repair. (2025 approved budgeted item using Liquid Fuel funds)  
**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**
- 4.25 Michael Hagen – Vote to approve the Agreement with PMA Companies in the amount of \$471,030.00 for the Worker’s Compensation Insurance. (2025 approved budgeted item)

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

4.26 Michael Hagen – Vote to approve the renewal application with PCoRP for the 2025-2026 program year.

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

4.27 Mya Toon for Matthew McDermott – Vote to approve the Audit Engagement Letter with Baker Tilly in the amount of \$11,500.00 to be paid by WDGC for the Lycoming County Recreation Authority. (2025 approved budgeted item)

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

## **5.0 COMMISSIONER COMMENT**

**Mr. Sortman thanked the Leadership Lycoming class for attending the meeting and meeting with the Commissioners.**

**Mr. Mussina commented on the NFL and scheduling of the Super Bowl. He suggested that the Super Bowl take place over President's day weekend so that students can have the day after the super bowl off from school. He noted many schools are scheduling the day after the super bowl as in-service days so the students are off.**

## **6.0 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.

None

## **YOU TUBE PUBLIC COMMENT**

**Thomas Adams** Good morning Lycoming County, I am hoping to raise awareness of residents to influence their local water authorities to stop the fluoridation of the water supply. I refer people to read the letter

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**Thomas Adams** submitted by Beverly DeCer, in the January 16th edition of the Sun-Gazette. I realize the commissioners are not in control of this, but I think it is important enough to have as many people to use

**T**

**Thomas Adams** their influence to end this practice. Thank-you for all you do!

## **7.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, February 20, 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 Click on the Link Below:*

*<https://www.youtube.com/watch?v=U6OFCK1dKcY>*