

Commissioners
SCOTT L. METZGER
Chairman
MARC C. SORTMAN
Vice Chairman
MARK MUSSINA
Secretary



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, JULY 17, 2025
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, Mya Toon Director of Financial Management, and Solicitor Christopher H. Kenyon.

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

- 1.6 Proclamation – Cheyenne Bastian-Brown – American Honey Queen – **Comments attached**

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to ratify the accounts payable cash requirement report for invoices due through 7/23/25 to be paid on 7/16/25 in the amount of \$1,957,806.63.

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

3.0 INFORMATION ITEMS

- 3.1 Mike Hagen – Elected Officials Personnel Actions:
Courts/Judge Carlucci - Caryn Lindsey, Law Clerk, 12, Full-Time, \$64,760.865 per Year, 75 Hours per Pay Period, Anticipated Start Date: July 28, 2025.

Courts – Loretta (Jetta) Berrigan – Court Reporter, 9, Full-Time, \$22.8378 per Hour, 75 Hours per Pay Period, Anticipated Start Date: September 15, 2025.

District Attorney – Jared Mahosky, Special Detective – DUI Center, DA, Part-Time, \$25.00 per Hour, Not to Exceed 1000 Annually, Anticipated Start Date: July 29, 2025.

Sheriff – Matthew Hutchinson, Administrative Specialist – License to Carry, 4, Full-Time, \$16.7504 per Hour, 75 Hours per Pay Period, Anticipated Start Date: July 28, 2025.

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 June 26, 2025 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
Prison – Reclassify Clerk IV from FT to PT (as of 7/14/25)
 - Retitle to PT Personnel Assistant PG5Reclassify Clerk III to Clerk IV
 - Retitle to FT Personnel Assistant
 - Reclassify from PG4 to PG5
- 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 with the exception of the first item which has been eliminated as highlighted by Human Resources Director Michael Hagen.

Commissioner Sortman inquired whether all filled positions are replacements. Michael Hagen confirmed they are all replacement roles. He also mentioned that the prison staffing is nearing full capacity, with approximately nine positions still vacant. Commissioner Metzger praised Lycoming County's recent employment ad campaign and expressed optimism about its effectiveness.

Michael Hagen emphasized that Lycoming County offers an attractive benefits package, slightly better than the state correctional system and comparable to federal benefits, especially when considering partnership health benefits. He stressed the importance of outreach and education in attracting applicants by highlighting county advantages.

6.0 ACTION ITEMS

- 6.1 Gary Staggert– Vote to approve the Subscription with Verizon for the camera and tracking device for the curbside truck. (2025 approved budgeted item)

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

Commissioner Metzger referenced a past incident involving damage to a county vehicle's mirror, noting that the installed cameras have proven useful in various situations.

- 6.2 Forrest Lehman – Vote to approve the Agreement with NPC, Inc., to provide mail ballot services for 2026-2029.

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

- 6.3 Leslie Kilpatrick– Vote to approve the Data Center Services Support Renewal with Melillo in the amount of \$78,059.29 per year, for three years. (2025 approved budgeted item)

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

Leslie Kilpatrick informed the Commissioners that a one-year agreement for \$110,000 was considered excessive, and efforts were made to secure a longer-term contract at a significantly lower cost.

Commissioner Metzger thanked Leslie Kilpatrick, praising her negotiation skills and highlighting her ability to work with companies to get the best rate for the county.

- 6.4 Ken George – Vote to approve the Agreement with Pied Piper Pest Control. (2025 approved budgeted item)

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

Commissioner Sortman questioned whether the new agreement with Pied Piper Pest Control was previously in place. Ken George confirmed it's a new contract, prompted by a severe infestation discovered when cleaning the barn. The agreement is for one year.

- 6.5 Ken George– Vote to approve the Amendment to the Agreement with R & J Ertel extending the terms of the Agreement to December 31, 2025. (2025 approved budgeted item)

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

- 6.6 Ken George – Vote to purchase HVAC WSHP units from Trane in the amount of \$13,820.00. (2025 approved budgeted item)

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

Commissioner Sortman sought confirmation that water source heat pumps from Trane are compatible with the new system. Ken George affirmed they are.

Commissioner Metzger provided updates on the farm sale process, including dividing the house from the farm, creating an additional lot, and plans to sell the house and lot to generate revenue for the farm. He indicated the sale aims for completion by early September.

- 6.7 Emily Mrochko – Vote to ratify the 2022-2028 Williamsport Master Planning Open End Agreement with PennDOT.

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

Commissioner Metzger welcomed Emily Mrochko, highlighting her as a new employee in the Planning and Community Development Department.

- 6.8 Mya Toon – Vote to approve the Agreement with Barbara Bollinger, MD. (2025 approved budgeted item)

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

- 6.9 Mya Toon – Vote to approve the appointment of the following individuals to the River Valley Transit Authority Board:

- Mark Murawski – Period of five years, effective dates -July 17, 2025 -July 17, 2030
- Richard Mirabito – Period of four years, effective dates – July 17, 2025 - July 17, 2029

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

Commissioner Metzger explained that RVT has requested two county representatives to expand its board, with Mark Morowski and former Commissioner Rick Mirabito accepting these roles. He expressed appreciation for their willingness to serve and acknowledged the dedication of county board members, emphasizing the importance of their expertise and community involvement.

7.0 COMMISSIONER COMMENT

Commissioner Sortman reflected on the 29th anniversary of the Flight 800 crash, describing it as a tragic event that deeply affected Montoursville. He expressed gratitude that his wife was spared from the flight, viewing the event as a reminder of life's uncertainties and the community's grief.

Commissioner Mussina shared that the anniversary remains somber, recalling the tragic event and its lasting impact, as well as his personal connections to Montoursville, likening the day to the eeriness of Pearl Harbor remembrance. He emphasized the lasting impact on the community and the importance of remembrance.

Commissioner Metzger noted many affected families still reside in Montoursville and recounted a memorial service at Williamsport High School. He highlighted Mayor Giuliani's remarks and the community's resilience. He emphasized the importance of remembering the victims and supporting their families.

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.

Larry Stout announced his retirement from Webb Weekly after 12 years and 688 articles, citing health and family concerns. He expressed gratitude to the Commissioners, department heads, and colleagues, reflecting on his positive experiences and contributions, and wished them well in the future.

Commissioner Metzger thanked Mr. Stout for his eloquent writing and informed Larry how he valued his perspectives and community involvement. Commissioner Metzger expressed best wishes for his health and retirement, acknowledging his contributions and friendship.

Commissioner Sortman commended Mr. Stout's ability to take the high-road in his journalism, highlighting his ability to frame stories positively. He wished him well in retirement, expressing appreciation for his work.

Commissioner Mussina shared that he enjoyed his interactions with Mr. Stout and appreciated his intelligence and leadership, sharing personal anecdotes about Mr. Stout. Despite differing political views, Commissioner Mussina values their friendship and acknowledged Mr. Stout's significant impact on the community and beyond. He expressed regret over his retirement.

Susan O'Brien explained her purpose for attending the meeting to learn about Lycoming County and suggested that the protocol for displaying official nameplates be improved to prevent confusion, noting that her awareness of certain officials was hindered by mislabeling.

Commissioner Metzger thanked Susan O'Brien for making them aware of the mistake.

YOU TUBE PUBLIC COMMENT:

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, July 24, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

To View This Meeting and For More Detailed Information Click on The Link Below:

<https://www.youtube.com/live/q2NMcMW5SN8?si=nk1Qyv0SHaY8qxsy>

ATTACHMENT (A)

PERSONNEL ACTIONS:

~~Pre-Release Center – Daisha York, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 28, 2025.~~

Pre-Release Center – Lara Caffas, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: August 11, 2025.

Prison – Connor Leard, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 21, 2025.

Prison – Christian Lafferty, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 28, 2025.

Adult Probation – Sara Johns, Pretrial Probation Officer Supervisor, 10, Full-Time, \$75,922.013024 per Year, 80 Hours per Pay Period, Effective Date: July 6, 2025.

AMERICAN
HONEY QUEEN



PROCLAMATION

Whereas, The beekeeping industry touches the lives of every individual in the nation, with honeybees pollinating nearly one-third of the human diet, including a large majority of fruits, nuts, and legumes, providing over \$20 billion annually in direct value to United States agriculture; and

Whereas, United States honeybees produce over 300 varieties of honey, including Pennsylvania honeys such as clover, wildflower, buckwheat, and goldenrod; and

Whereas, The American Beekeeping Federation selected Cheyenne Bastian-Brown of Lycoming County, as the 2025 American Honey Queen; and

Whereas, Cheyenne previously served as the 2024 Pennsylvania Honey Queen and was selected as the 2025 American Honey Queen based upon her skills in marketing, promoting, public speaking, and writing; and

Whereas, Cheyenne will travel and speak throughout the United States, promoting the American beekeeping industry and providing education on the importance of nature's most valuable insect by giving school, legislative, and community presentations, television, radio, and newspaper interviews, virtual platform presentations, and working at festivals, farmers' markets, and fairs, including the Lycoming County Fair; and

Whereas, Cheyenne has represented Pennsylvania beekeepers, her family, friends, and Lycoming County with distinction and honor, as evidenced by this award; and

Now, Therefore, Be it Resolved, On this 19th day of July 2025 we, the Commissioners of Lycoming County extend their congratulations to Cheyenne, recognize her outstanding achievements, commend her dedication to the Honeybee Federation and wish her well as she travels the country promoting the America Beekeeping Industry and representing Lycoming County and the Commonwealth of Pennsylvania.

Lycoming County Commissioners

Scott L. Metzger, Chairman

Marc C. Sortman, Vice Chairman

Mark Mussina, Secretary



Comments- Cheyenne Bastian Brown

Good morning, Commissioners, and thank you for the opportunity to speak with you today. My name is Cheyenne Bastian-Brown, and I'm honored to serve as the 2025 American Honey Queen. I'm also a proud recent graduate of Penn State University, where I earned a Bachelor of Science in Agricultural and Extension Education. I am a native to Lycoming County being born and raised in the area, growing up alongside the Susquehanna River in Ralston. My academic and personal background have given me a strong foundation in agricultural outreach, and I'm passionate about sharing the importance of bees, beekeeping, and pollinator health with people of all ages and backgrounds.

As the American Honey Queen, I represent the American Beekeeping Federation, an organization that has supported and advocated for the U.S. beekeeping industry since 1943. Through this role, I travel nationwide to engage with communities at fairs, schools, agricultural conferences, and government events to raise awareness of how honey bees contribute to our daily lives, our economy, and our future.

Honeybees are truly the unsung heroes of agriculture. They are the beginning of our food system, responsible for pollinating more than one-third of the food we eat, including fruits like apples and blueberries, vegetables like cucumbers and squash, and essential crops like almonds and alfalfa. Without honeybees, these foods would be scarcer, more expensive, and in some cases, disappear altogether. In addition to pollination, bees contribute to an entire supply chain from honey producers and small family farms to farmers' markets and food manufacturers. Their work generates over \$20 billion in added value to U.S. agriculture every year. The great honeybee is also responsible for being the very beginning of our food system as alfalfa and other grain crops are used for livestock feed, leading to various products such as meat and milk needed as proteins throughout the day. Although honeybees are thriving, they still have their challenges. Therefore, there are many ways yourself as well as your constituents can support honeybees, local pollinators, and beekeepers year-round. By planting and supporting pollinator gardens as well as participating and supporting "No Mow May," you are supporting forages for honeybees to consume in the early Spring and Summer. For the beekeeper, I strongly encourage purchasing from local producers, as well as supporting honeybee policy. Everyone can do their part to support the Beekeeping Industry in such small ways.

Thank you again for allowing me to share this message with you today, and for your ongoing support of agriculture and environmental stewardship in Lycoming County. Together, through awareness and action, we can help ensure that honeybees--and the vital role they play in our food system--continue to thrive for generations to come.