

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
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JANUARY 16, 2025
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

2.0 INFORMATION ITEMS

- 2.1 Michael Hagen - Controller's Office - Deputy Controller, Nicki Gottschall has assumed duties of the Lycoming County Controller with the recent retirement of Krista Rogers, effective date of January 11, 2025.

3.0 PERSONNEL ACTIONS

- 3.1 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

4.0 BOARD OF ASSESSMENT REVISIONS

- 4.1 Convene Board of Assessment Revisions.
- 4.2 Brooke Wright – Approve/Deny the following real estate refund:
 - 26-005-320 – Aldi Inc - \$2,846.74:
- 4.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

5.0 ACTION ITEMS

- 5.1 Nicki Gottschall – Vote to ratify the engagement letter with Baker Tilly in regards to the 2022 Recreation Authority audit in the amount of \$10,500.00. (2025 approved budgeted item)

- 5.2 Forrest Lehman- – Vote to award the bid and approve the contract with H&P Construction Inc., in the amount of \$239,583.00 for the ADA Polling Place Renovation Project. (2025 Budgeted item)
- 5.3 Beth Baylor – Vote to approve the Agreement with Keystone Communications in the amount of \$20,635.00. (2025 approved budgeted item)
- 5.4 Beth Baylor – Vote to approve the 911 Statewide Interconnectivity Grant Agreement.
- 5.5 Jason Yorks– Vote to approve repairs to the 2009 Sterling Acterra Packer Truck in the amount of \$15,353.71 to be completed by Sunbury Motors. (2025 approved budgeted item)
- 5.6 Leslie Kilpatrick – Vote to approve the GIS Software Enterprise Licensing Agreement with ESRI in the amount of \$82,000.00. (2025 approved budgeted item)
- 5.7 Leslie Kilpatrick - Vote to approve the purchase of a security camera server from Vicon in the amount of \$51,344.15. (2025 approved Act 13 funds)
- 5.8 Shannon Rossman– Vote to approve the PA RACP grant agreement extension request for the Williamsport Area Relief Well Project through January 31, 2026.
- 5.9 Shannon Rossman – Vote to approve the award, pending agreement, for the Williamsport Area Cross Pipes phase 2 project to Shiloh Paving & Excavating, Inc. in the amount of \$4,311,129.00 for rehabilitation of cross pipes. This project is part of the Federal EDA Grant. (2025 approved budgeted item)
- 5.10 Jenny Picciano – Vote to approve the 2023-2024 PHARE Subrecipient Agreement with Asbury Foundation in the amount of \$59,000.00 (2025 approved budgeted item)
- 5.11 Jenny Picciano– Vote to approve the 2023-2024 PHARE Subrecipient Agreement with Sojourner Truth Ministries in the amount of \$51,000.00. (2025 approved budgeted item)
- 5.12 Mya Toon - Vote to approve the Agreement with Bsquared Consulting Group. (2025 approved budgeted item)
- 5.13 Mya Toon - Vote to approve the Certification of 2025 County funds for Agricultural Land Preservation in the amount of \$51,716.00. (This includes \$50,000.00 2025 approved budgeted item and \$1,716.00 interest collected on Clean rollback tax penalties collected in 2024)
- 5.14 Mya Toon – Vote to approve the Assignment Acknowledgement Agreement with BBLB Company DBA Julies Coffee and B&B Holdings.

5.15 Mya Toon-Vote to approve the Intergovernmental Agreement for Intrusion Detection Services with Pennsylvania Emergency Management Agency.

5.16 Mya Toon – Vote to approve the submission of a grant application to the Appalachian Regional Committee for a feasibility study.

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 23, at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

ATTACHMENT (A)

PERSONNEL ACTIONS:

Planning & Community Development – Jennifer Bates, Administrative Specialist, 6, Full-Time, \$19.2416 per Hour, 75 Hours per Pay Period, Anticipated Start Date: January 21, 2025.

Planning & Community Development – Jady Northrup, Clerk III, 4, Full-Time, \$15.3608 per Hour, 75 Hours per Pay Period, Anticipated Start Date: January 27, 2025

Pre-Release Center – Cecilia Miller, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 21, 2025.

Pre-Release Center – Faith Kovalski, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Prison – Samantha Ulrich, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Prison – Kayne Jones, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: January 27, 2025.

Soil Conservation – Molly Stevens, Resource Conservation Technician, 9, Full-Time, \$44,970.315 per Year, 75 Hours per Pay Period, Anticipated Start Date: January 27, 2025.