

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JANUARY 23, 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 SERVICE AWARD

- 2.1 Board of Commissioners – Recognize the following individual for her service to Lycoming County:
 - Nancy Schenck – 20 years

3.0 REPORTS

- 3.1 Nicki Gottschall - Vote to approve accounts payable cash requirement report for invoices due through 1/22/25 to be paid on 1/15/25 in the amount of \$2,210,081.97.
- 3.2 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 1/29/25 to be paid on 1/22/25 in the amount of \$1,209,599.64.

4.0 INFORMATION ITEMS;

- 4.1 Mya Toon - County will be requesting qualifications for on-call and construction engineering services.
- 4.2 Shannon Rossman, Maleick Fleming – Regional Solid Waste Management Plan Public Meeting Presentation.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Vote to approve the Salary Board minutes from the January 9, 2025 meeting.

- 5.3 Vote to approve the following Salary Board Actions:
- DPS – Add (2) full time telecommunicators to TDA
 - Prison – Delete (2) two part time nurse positions from TDA
 - District Attorney’s office:
 - Delete (3) three part time Detectives from TDA
 - Add (1) one full time Detective to TDA
 - Increase hourly wage to Central Processing Officers from \$20.04/hour to \$25.00/hour
 - Remove (1) one Director of Central Processing from TDA
 - Add (1) one Central Processing Officer to TDA
 - Retitle Victim Witness Coordinator – Adult to Victim Witness Manager (No change in pay)
 - Delete (1) one part-time Victim Witness Coordinator – Adult
 - Add (1) full time Victim Coordinator – Adult (PG4)

5.4 Adjourn Salary Board.

Reconvene Commissioners’ Public Meeting

6.0 ACTION ITEMS

- 6.1 Jason Yorks -Vote to approve the updated RMS Fees and time schedule changes.
- 6.2 Forrest Lehman – Vote to approve the Agreement with Clear Ballot to provide onsite election day support on 5/20/25 and 11/4/25 in the amount of \$12,000.00.
- 6.3 Mya Toon – Vote to approve the Amendment to the Agreement with McCormick Law Firm to extend the term through December 31, 2025.
- 6.4 Mya Toon - Vote to approve the Resolution 2025-2 authorizing the filing of an application for funding to the Commonwealth of PA for a RACP grant for the Lycoming Valley View Facility Improvement Project on the Amount of \$1,000,000.00.
- 6.5 Mya Toon– Vote to approve the DEP Grant Agreement 902 Municipal Recycling Program Grant in the amount of \$2,000,000.00
- 6.6 Mya Toon – Vote to approve and award funds to the following outside agencies:

AGENCY	Funds Approved
American Rescue Workers	\$10,000.00
Firetree Place	\$40,000.00
Greater Lycoming Habitat for Humanity	\$50,000.00
Law Enforcement & Police Training Association	\$15,000.00
Lycoming County Fire Police Association	\$3,000.00
Lycoming County Historical Society	\$10,000.00

Lycoming County Library System	\$1,300,000.00
Lycoming Police Camp Cadet Foundation	\$3,000.00
Lycoming Senior Citizens	\$10,000.00
Susquehanna Health Foundation	\$11,593.00
West Branch Fireman’s Association	\$15,000.00
Williamsport Municipal Airport Authority-Air Traffic Control	\$150,000.00
Williamsport Municipal Airport Authority-Airport Improvement Program	\$7,500.00
(2025 approved budgeted item)	

- 6.7 Mya Toon– Vote to approve the Agreement with Info Quick Solutions for Recorder Records Management System. (2025 approved budgeted item)
- 6.8 Mya Toon- Vote to approve the Proposal Letter from Susquehanna Accounting & Consulting Solutions, Inc. to prepare indirect cost plan for the County for the years 2023 thru 2025 in the amount of \$8,000.00 per year (2025 approved budgeted item)
- 6.9 Mya Toon-Vote to approve the Public Assistance Grant Program Agreement with PEMA for Tropical Storm Debbie. (2025 approved budgeted item)
- 6.10 Mya Toon – Vote to approve the agreement with Pelachick Investigations. (not a 2025 approved budgeted item but funds are available)
- 6.11 Kathryn Kiesslering – Vote to approve the Agreement with Susan Shanaman, Esquire in the amount of \$4,300.00. (2025 approved budgeted item)
- 6.12 Stacy Folk – Vote to approve the appointment of Jon Corbin to the Local Emergency Planning Committee.

7.0 COMMISSIONER COMMENT

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.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 30, 2025, at 10:00 A.M. in the Commissioner’s Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701.