

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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COUNTY of LYCOMING
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, FEBRUARY 27, 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 REPORTS

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 3/5/25 to be paid on 2/26/25 in the amount of \$761,318.35.

3.0 INFORMATION ITEMS

- 3.1 Michael Hagen - Elected Official Personnel Actions:
 - Courts/MDJ Dieter – Laura Wiseman, Magisterial District Court Administrative Specialist, 5, Full time, \$16.2225 per hour, 75 Hours per Pay Period, Anticipated Start Date March 10, 2025
 - Courts/MDJ Whiteman – Erika Heeman, Magisterial District Court Administrative Specialist, 5, Full Time, \$19.866846 per hour, 75 Hours per Pay Period, Anticipated Transfer Date: March 16, 2025

4.0 PERSONNEL ACTIONS

- 4.1 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).

5.0 ACTION ITEMS

- 5.1 Michael Hagen – Vote to approve the 2025 Administrative Services and Stop Loss Policy with Luminare Health in the amount of \$421,035.65. (2025 approved budgeted item)

- 5.2** Kristin McLaughlin – Vote to approve the Subrecipient Agreement Amendment #2 with Hughesville Borough Authority (ARPA funds) to reallocate funds as approved projects; no change in total allocation in the amount of \$583,956.63.
- 5.3** Mya Toon – Vote to approve the Addendum to the Agreement with WEX Bank for an additional fuel card. (2025 approved budgeted item)
- 5.4** Mya Toon – Vote to approve the Amendment to the Agreement with West Branch Drug & Alcohol Commission to expand services. (2025 approved budgeted item)
- 5.5** Mya Toon– Vote to approve the Amendment to the Agreement with Tammy Edkin to extend the term of services through December 31,2025. (2025 approved budgeted item)
- 5.6** Mya Toon – Vote to approve the Agreement with Cornerstone Discovery. (2025 approved budgeted item)
- 5.7** Mya Toon – Vote to approve the Juvenile Probation Services Program Grant Agreement between the Commonwealth of Pennsylvania acting through the Juvenile Court Judges Commission 9 JCJC) in the amount of \$242,417.00 (2025 approved budgeted item)
- 5.8** Jason Yorks- Vote to approve Agreement with Meiser and Earl, Inc. (2025 budgeted item).
- 5.9** Jason Yorks- Vote to approve Amendment to Agreement with PetroChoice Holdings, Inc. extending the terms through March 31, 2025. (2025 budgeted item).
- 5.10** Jason Yorks-Vote to approve the Amendment to the Agreement with Cintas. (2025 budgeted item)
- 5.11** Jason Yorks - Vote to approve the Amendment to the Agreement with XTREME Trucking, LLC to extend the term until March 31, 2025.
- 5.12** Jason Yorks – Vote to approve LCRMS’s participation in the Pick-Up Pennsylvania Initiative with PA Department of Environmental Protection to waive fees for the month of April 2025.
- 5.13** Kelsey Green – Vote to approve the permit application to WASD for the use of the cafeteria for the Public Stakeholder Meeting.
- 5.14** John Lavelle – Vote to approve Resolution 2025-05 to waive applicable zoning permit fees for homeowners adversely impacted by Tropical Storm Debby through August 31, 2025
- 5.15** Adrienne Stahl – Vote to approve the Agreement with Dawn Sweeley to provide Court Reporting Services as needed. (2025 approved budgeted item)

- 5.16** Adrienne Stahl – Vote to approve the Agreement with Francine Elmaleh to provide Interpreter services as needed. (2025 approved budgeted item)
- 5.17** Adrienne Stahl – Vote to approve the Agreement with Krista L. Deats, Esquire for professional services. (2025 approved budgeted item)
- 5.18** Adrienne Stahl – Vote to approve the Agreement with K. Michael Sullivan, Esquire for professional Services. (2025 approved budgeted item)
- 5.19** Adrienne Stahl – Vote to approve the Agreement with Eric A. Williams, Esquire for professional services. (2025 approved budgeted item)
- 5.20** Adrienne Stahl – Vote to approve the Agreement with Trisha Hoover, Esquire for professional services (2025 approved budgeted item)
- 5.21** Adrienne Stahl -Vote to approve the Agreement with Crossroads Counseling, Inc for professional services. (2025 approved budgeted item)
- 5.22** Adrienne Stahl – Vote to approve the Agreement with Andres Urdaneta to provide interpreter services as needed. (2025 approved budgeted item)
- 5.23** Adrienne Stahl – Vote to approve the Agreement with Marilinda Scourtias to provide interpreter services as needed. (2025 approved budgeted item)
- 5.24** Adrienne Stahl – Vote to approve the Agreement with David Nivar to provide interpreter services as needed. (2025 approved budgeted item)
- 5.25** Adrienne Stahl - Vote to approve the Agreement with Donald Martino, Esquire for professional services. (2025 approved budgeted item)
- 5.26** Ken George – Vote to approve the Change Order with Keystruct Construction LLC in the amount of \$1,865.36. (2025 approved budgeted item)
- 5.27** Ken George – Vote to approve the Invoice from Anthony Visco in the amount of \$7,795.00 for architectural services. (unbudgeted 2024 expenses)
- 5.28** Ken George – Vote to approve the Invoice from Anthony Visco in the amount of \$8,500.00.00 for architectural services. (unbudgeted 2024 expenses)
- 5.29** Ken George – Vote to approve the Invoice from Anthony Visco in the amount of \$1,838.00 for architectural services. (unbudgeted 2024 expenses)
- 5.30** Ken George – Vote to approve the Invoice from Anthony Visco in the amount of \$4,505.00 for architectural services. (unbudgeted 2024 expenses)

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, March 6, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

ATTACHMENT (A)

PERSONNEL ACTIONS:

Prison – Kyle Schaeffer, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: March 3, 2025.

Prison – Nathan Ilniski, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: March 10, 2025.

Prison – Brendan Wertz, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: March 10, 2025.

Resource Management – Joseph Shamburg, Recycling Laborer, 4, Full-Time, \$14.50 per Hour, 80 Hours per Pay Period, Anticipated Start Date: March