

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



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, MAY 22, 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
- 1.6 Proclamation – Community Action Month – Rachelle Abbott, President & CEO of STEP

2.0 AWARDS

- 2.1 Cindy Newcomer – Presentation of Prestigious 90 + cashVest Award for 2024

3.0 BID OPENING

- 3.1 Nicki Gottschall – Open the following bid:
 - Plunketts Creek fish Habitat Enhancement Project

4.0 REPORTS

- 4.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 5/28/25 to be paid on 5/21/25 in the amount of \$2,209,960.30.

5.0 INFORMATION ITEMS

- 5.1 Mike Hagen – Elected Officials Personnel Actions:
Courts/MDJ Solomon:
 - Alexis Hill, Magisterial District Court Administrative Specialist, 5, Full - Time, \$16.38 per hour, 75 hours per pay period, Anticipated Start Date; June 2, 2025.
 - Denise Breen, Magisterial District Court Administrative Specialist, 5, Full-Time, \$18.18558 per Hour, 75 Hours per Pay Period, Anticipated Transfer Date: June 8, 2025

6.0 PERSONNEL ACTIONS

- 6.1 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).

7.0 ACTION ITEMS

- 7.1 Gary Staggett – Vote to approve the Agreement with Cedar Run Environmental Services In the amount of \$125.00. (2025 approved budgeted item).
- 7.2 Gary Staggett– Vote to approve the Agreement with Kint Fire Protection. (2025 approved budgeted item)
- 7.3 Beth Baylor– Vote to approve the Amendment to the Agreement for participation in 9-1-1 Regional Next Generation System.
- 7.4 Leslie Kilpatrick– Vote to approve the Agreement with Verizon for the Verizon Device Management software in the amount of \$450.00 per month. (2025 approved budgeted item)
- 7.5 Mya Toon– Vote to approve the Subrecipient Agreement with Loyalsock Township for the Hidden Valley Storm Pond Project in the amount of \$50,000.00 CAP Funds (2025 approved CAP funds budgeted item)
- 7.6 Mya Toon – Vote to approve the Amendment to the Agreement with Scotilla Psychological Services. (2025 approved budgeted item)
- 7.7 Mya Toon – Vote to approve the Amendment to the Agreement with Jean Landis. (2025 approved budgeted item)

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, May 29, 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:

Planning & Community Development – Kellen Krape, Transportation Planner, 9, Full-Time, \$50,373.18 per Year, 75 Hours per Pay Period, Anticipated Start Date: June 2, 2025.

Planning & Community Development – Emily Mrochko, Transportation Planner, 9, Full-Time, \$46,280.13 per Year, 75 Hours per Pay Period, Anticipated Start Date: June 2, 2025.

Pre-Release Center – Nolan Ungard, Resident Supervisor, Union, Full-Time, \$19.20 per Hour, 80 Hours per Pay Period, Anticipated Start Date: June 2, 2025.