

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

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COUNTY of LYCOMING
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JUNE 12, 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 BID OPENING

- 2.1 Nicki Gottschall - Open the following bid:
 - Built in Dishwasher

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 6/18/25 to be paid on 6/11/25 in the amount of \$1,887,182.83.

4.0 INFORMATION ITEMS

- 4.1 Amy Resh, Chief Executive Officer & Director - Lycoming County Library System Update
- 4.2 Mya Toon - Acknowledge that the County is requesting bids for Zoning Hearing Board Solicitor Services
- 4.3 Mike Hagen – Elected Officials Personnel Actions:
 - Clerk of Courts – Mandy Shultz, Criminal Processing Clerk, 4, Full-Time, \$16.606 per Hour, 75 Hours per Pay Period, Anticipated Start Date: June 16, 2025.
 - Controller – Noah Hunt, Accountant I, 9, Full-Time, \$46,315.0584 per year, 75 Hours per Pay Period, Effective Date: May 25, 2025.
 - Controller – Toni Hennigan, AP/Payroll Specialist, 6, Full-Time, \$19.757 per Hour, 75 Hours per Pay Period, Anticipated Start Date: June 23, 2025.

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 June 5, 2025 meeting.
- 5.3 Vote to approve the following Salary Board Actions:
 - Prison
 - A. Increase starting pay of Nurse Supervisor to 35.00/hour (PG12)
 - B. Reclassify 1 Sergeant position (PG9) to a Sergeant/Training Coordinator (PG 10)
 - District Attorney
 - A. Reclassify Deputy Assistant District Attorney to PG13 (currently at PG12)
 - B. Rename Clerk III's, PG4 to Legal Assistant, PG4 (title change only)
- 5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 ACTION ITEMS

- 6.1 Gary Staggert – Vote to approve the Agreement with Martz Technologies. (2025 approved budgeted item).
- 6.2 Gary Staggert – Vote to approve the Agreement with Davis-Ulmer Sprinkler Company. (2025 approved budgeted item).
- 6.3 Gary Staggert– Vote to approve the purchase of Odor Control product from Kroff Chemical in the amount of \$20,794.80. (2025 approved budgeted item)
- 6.4 Nancy Schenck – Vote to approve the Agreement with Summit School, Inc. d/b/a Summit Academy. (2025 approved budgeted item)
- 6.5 Nancy Schenck– Vote to approve the Agreement with Community Specialists Corp., d/b/a/The Academy. (2025 approved budgeted item)
- 6.6 Nancy Schenck – Vote to approve the Agreement with Cornell Abraxas Group, LLC. (2025 approved budgeted item).
- 6.7 Charles Kiessling – Vote to approve the Agreement with Advanced Detection Solutions for service of the CT scanner for the 2nd and 3rd year of ownership in the amount \$96,000. (2025 approved budgeted item)

- 6.8 Maleick Fleming – Vote to approve the Amendment #2 to the Agreement with Barton & Loguidice Engineering Services. (2025 approved budgeted item)
- 6.9 Mya Toon - Vote to approve the Agreement with Lycoming Abstract Company, Inc. (2025 approved budgeted item)
- 6.10 Mya Toon – Vote to approve Resolution 2025-12 for the sale of surplus property.
- 6.11 Mya Toon – Vote to approve the Agreement with Susquehanna Fire Protection in the amount of \$1,505.80. (2025 approved budgeted item)
- 6.12 Mya Toon–Vote to approve the Radiation Emergency Response Fund Grant Agreement for State Fiscal Year 2025-2026 with PEMA in the amount of \$7,413.00. (2025 approved budgeted item)
- 6.13 Mya Toon – Vote to award the bid for Blockhouse and Little Pine Creeks Fish Habitat Enhancement Project to Darren Thompson Excavating in the amount of \$20,375.00. (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, June 19th, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 177

Please note that there will be No Public Meeting on July 3, 2025

ATTACHMENT (A)

PERSONNEL ACTIONS:

Prison – Craig Boyer, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 7, 2025.