

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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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
TUESDAY, JANUARY 2, 2024
2:00 P.M.**

Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina, Director Matthew McDermott, and Solicitor Christopher H. Kenyon.

1.0 OPERATIONS

1.1 Convene Commissioners' Public Meeting

Mr. Metzger made a motion to appoint Solicitor Kenyon Chairman Pro Tem. Marc Sortman 2nd the motion. Approved 3-0

1.2 Elect Chairman of the Board

Mr. Sortman nominated Scott Metzger as Chairman of the Board. Mr. Mussina 2nd the motion. Approved 3-0

Solicitor Kenyon asked for a vote by roll call. Mr. Sortman voted yes. Mr. Mussina voted yes. Vote passed 3-0. Mr. Metzger is officially appointed as the Chairman of the Board of Commissioners. Solicitor Kenyon then turned the meeting over to Commissioner Metzger.

1.3 Elect Vice-Chairman and Secretary of the Board of Lycoming County.

Mr. Metzger made a motion for Marc Sortman to fill the position of Vice Chairman of the Board. Mr. Mussina 2nd the motion. Approved 3-0

Mr. Metzger made a motion for Mark Mussina to fill the position of Secretary. Mr. Mussina 2nd the motion. Approved 3-0.

1.4 Approve the Minutes of the Previous Meeting

Mr. Metzger requested a motion to table the approval of the previous meeting minutes until next meeting. Mr. Sortman made the motion. Mr. Mussina 2nd the motion. Approved 3-0.

1.5 Public Comment on Agenda Items Only

None

2.0 ACTION ITEMS

2.1 Matthew McDermott – Vote to approve the appointment of Chief Clerk.

Mr. Metzger moved to approve. Mr. Sortman 2nd the motion. Approved 3-0.

2.2 Matthew McDermott – Vote to approve Resolution 2024-01 appointing solicitors to the Board of Commissioners.

Mr. Sortman moved to approve. Mr. Mussina 2nd the motion. Approved 3-0

2.3 Matthew McDermott – Vote to approve Lycoming County Policy Manual
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

3.0 SALARY BOARD

Mr. Metzger requested to table the Salary Schedule and TDA until the next meeting
Mr. Metzger moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

3.1 Convene Salary Board.

3.2 Matthew McDermott – Vote to approve the 2024 Salary Schedule.

3.3 Matthew McDermott – Vote to approve the 2024 TDA.

3.4 Adjourn Salary Board.

4.0 BOARD OF ASSESSMENT REVISION

4.1 Convene Board of Assessment Revisions.

4.2 Matthew McDermott – Vote to approve the appointment of the Chief Assessor.
Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

4.3 Matthew McDermott – Vote to approve the appointment of the Deputy Chief Assessor.

Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0

4.4 Adjourn Board of Assessment Revisions.

5.0 COMMISSIONER COMMENT

None

6.0 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.

None

7.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 4, 2024, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

To view this meeting click on the link below:
https://www.youtube.com/watch?v=Bx073H_PIG0