

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 MINUTES
THURSDAY, JANUARY 25, 2024
10:00 A.M.**

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

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

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

- 1.5 Public Comment on Agenda Items Only

None

2.0 REPORTS

- 2.1 Kalen Barnes – Vote to ratify invoices due through 1/31/24 to be paid on 1/24/24.

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

3.0 INFORMATION ITEM

- 3.1 Matthew McDermott – Acknowledge the open vacancies for the following Authorities and Boards:

- County Authority
- Industrial Development Authority
- Assessment Appeals Board
- Human Services Advisory Board
- Planning Commission Board
- Zoning Hearing Board

Information on the Authority and Boards can be found on the county website lyco.org home page along with instructions for applying for these positions.

Mr. Metzger thanked all the individuals that have, are and are interested in serving on these boards. He thanked them for their time, as these are volunteer positions, their effort and expertise that they bring to the County serving on these boards.

4.0 PERSONNEL ACTIONS

- 4.1 Matthew McDermott – 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).

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

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD – SEE SALARY BOARD MINUTES ON THE CONTROLLER PAGE AT LYCO.ORG

- 5.1 Convene Salary Board.
- 5.2 Matthew McDermott – Vote to approve Salary Board Minutes of the Previous Meeting, January 18, 2024.
- 5.3 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 5.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 TDA ACTIONS

- 6.1 Matthew McDermott – Vote to approve 2024 TDA.

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

7.0 ACTION ITEMS

- 7.1 Matthew McDermott for Mya Toon – Vote to approve Lycoming-Clinton Co-Responder Initiative grant application to Pennsylvania Commission on Crime & Delinquency (PCCD) in the amount of \$189,762.00 (pass through funds).

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

- 7.2 Mya Toon – Vote to approve Agreement with Dr. Michele Miele (2024 budget funds available).

Mr. Mussina moved to approve. Mr. Sortman sustained. Approved 2-0.

- 7.3 Jason Yorks – Vote to approve the purchase of a portable methane detector from QED in the amount of \$20,718.00 (2024 budgeted item).

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

- 7.4 Jason Yorks – Vote to approve the purchase of a Volvo Hi Tip Bucket for Recycling from Highway Equipment and Supply Co. in the amount of \$40,633.52 (2024 budgeted item).

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

7.5 Leslie Kilpatrick – Vote to approve Quote from CDW-G in the amount of \$17,232.00 (2024 budgeted item).

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

7.6 Ken George – Vote to approve purchase of a skid steer loader from Cleveland Brothers in the amount of \$69,037.00 (2024 budgeted item).

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

8.0 COMMISSIONER COMMENT

Marc Sortman spoke about his tour of the Third Street Plaza building. He complimented the prior board for making the decision to move the offices there and the staff's efforts to make this happen.

9.0 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.

Tom Adams, Williamsport – Mr. Adams commented on his experience and thoughts about jury duty and the court's ruling in the Mirabito case. Mr. Adams offered his prayers to the families of those that were killed last week and the need for the community to support them. Mr. Adams talked about support through prayers throughout history and government as well as the need for it locally.

Mr. Metzger, in response to Mr. Adams comments, shared a story about jury duty that happened many years ago. Due to a snow storm the jurors were sent home early. The sitting judge saw an older man walking the hallways. The judge stopped to talk to him. The man told the judge he didn't know how he was going to get home to Jersey Shore because he didn't have transportation. The man had walked each day to and from Jersey Shore to attend jury duty. The judge told the man he admired his dedication. The man responded that it was his civic duty. The judge gave the man a ride home in the snowstorm. Mr. Metzger asked that all who can serve to do so.

Mr. Mussina about the process for serving on jury duty, the legitimate reasons why some can't serve and the need for those who can serve to serve as jury duty is vital to our system of justice.

YOU TUBE PUBLIC COMMENTS



KeystoneChiefFirst

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, February 1, 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=9GdAPAwelzs>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Domestic Relations Office – Angelica Turner, Clerk III, Part-Time Replacement, \$14.58 per hour, Not to Exceed 1000 hours annually, Anticipated Start Date: January 29, 2024.
- Domestic Relations Office – Kaitlyn Breen, Clerk III, Full-Time Replacement, \$14.73 per hour, 75 hours per Pay Period, Anticipated Start Date: January 29, 2024.
- Human Resources – Tatyana Turner, Senior Human Resources Generalist, Full-Time Replacement, \$20.40 per hour, 75 hours per Pay Period, Anticipated Transfer Date: January 7, 2024.
- Human Resources – Karen Stopper, Senior Benefits Specialist, Full-Time Replacement, \$25.18 per hour, 75 hours per Pay Period, Anticipated Transfer Date: January 7, 2024.
- Prison – Brianna Miller, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: February 5, 2024.
- Pre-Release Center – Brian Fullmer, Resident Supervisor I, Full-Time Replacement, \$18.64 per hour, 80 hours per Pay Period, Anticipated Start Date: January 29, 2024.
- Pre-Release Center – Jalisa Jett, Resident Supervisor I, Part-Time Replacement, \$18.64 per hour, Not to Exceed 1,000 hours annually, Anticipated Start Date: January 29, 2024.
- Resource Management Services – Nathaniel Edkin, Equipment Operator, Part-Time Replacement, \$19.62 per hour, not to exceed 1,000 hours annually, Anticipated Start Date: January 29, 2024.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Resource Management Services: Reclassify the following position from Exempt to Non-Exempt status – Resource Recovery Assistant Manager.
- Public Defender: Add FT Clerk III Pay Grade 4.