

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*

---

Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, FEBRUARY 22, 2024  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Sortman, Commissioner Mussina,  
Director Matthew McDermott, and Solicitor Michael Wiley.**

**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 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**No Comments**

**2.0 REPORTS**

- 2.1 Kalen Barnes – Vote to ratify invoices due through 2/28/24 for payment on 2/21/24 in the amount of \$413,656.61.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**3.0 INFORMATION ITEMS**

- 3.1 Jason Yorks/Lauren Strausser – Battery Recycling Program for Lycoming County Residents. Presentation attached.  
Mr. Yorks expanded on the dangers of lithium batteries and how quickly they catch fire.

**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 2<sup>nd</sup> the motion. Approved 3-0**

**5.0 SALARY BOARD ACTIONS -SALARY BOARD MINUTES CAN BE FOUND ON  
LYCO.ORG>ELECTED OFFICIALS>CONTROLLER**

- 5.1 Convene Salary Board.
- 5.2 Matthew McDermott – Vote to approve Salary Board minutes of the previous meeting, February 15, 2024.

- 5.3 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 5.4 Adjourn Salary Board

***Reconvene Commissioner’s Public Meeting***

**6.0 ACTION ITEMS**

- 6.1 Nicki Gottschall – Approve the payment of the 2024 ADEC (Actuarially Determined Employer Contribution) in the amount of \$400,000.00. This will be paid in two payments: \$200,000.00 in June of 2024 and \$200,000.00 in December of 2024. (2024 budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Ms. Rogers explained how the actuary gets the figures and the reason for the contribution. Mr. Sortman clarified for the public that the figure can go up or down annually. This figure is lower from past years. He also explained that the Lycoming County Retirement fund is 100%funded.**

**Ms. Rogers reported that the fund is in the top 5% of national funds in comparison to similar funds. The fund is well diversified, well invested and very healthy.**

**Mr. Metzger used the State pension fund as an example of what happens when an entity doesn’t contribute as they should to the retirement fund.**

**Per Ms. Rogers, the first year the County contributed was 2004. If the County had been contributing in earlier decades the fund would have been better off. Putting in extra helps future years.**

- 6.2 Matthew McDermott – Vote to approve Memorandum of Understanding (MOU) with the Lycoming County Detective Bargaining Unit.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 6.3 Matthew McDermott – Vote to approve Settlement Agreement.

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 6.4 Mya Toon – Vote to approve the list of Agreements approved by the Director of Administration for the month of January (2024 budgeted items)

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

- 6.5 Mya Toon – Vote to approve the ratification of an Agreement of Sale for the purchase of vacant land at 110 Hill Alley, Jersey Shore in an amount up to \$225,000.00, contingent upon subdivision approval, zoning approval, and an appraisal (Act 13 funds).

**Mr. McDermott recommended to table 6.5.**

**Mr. Mussina moved to approve the tabling of this item. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.6 Mya Toon – Vote to approve First Amendment to CDBG Agreement (2019 CDBG funds).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.7 Jason Yorks – Vote to approve the purchase of C.S. Control for Carbonate Scale from General Products & Supply Inc. in the amount of \$20,692.52 (2024 budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

6.8 Jason Yorks – Vote to approve the purchase of a radio repeater system for the Recycling Building from Keystone Communications in the amount of \$29,947.60 (2024 budgeted item).

**Mr. Mussina moved to approve. Mr. Sortman 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. Yorks congratulated Laura on her 10 year anniversary as a County employee.**

## **7.0 COMMISSIONER COMMENT**

**No 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.

**Tom Adams, Williamsport -Mr. Adams read a proverb. He gave his opinion on the consequences of society turning it's back on God and the impact on our environment. Mr. Adams announced that today is George Washington's birthday. He talked about George Washington, the battles he fought and his troops. Mr. Adams read an excerpt from George Washington's diary and commented on the American Revolution, the role of kings and their perceived authority.**

**Mr. Mussina shared a story of George Washington from the beginning of the war when they escaped from the British Troops in the fog.**

## **YOU TUBE PUBLIC COMMENT**

**None**

## **9.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, February 29, 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:***

## ATTACHMENT (A)

### **PERSONNEL ACTIONS:**

- Juvenile Probation – Marquis Delgado, Juvenile Probation Officer, Full-Time Replacement, \$21.81 per hour, 75 hours per Pay Period, Anticipated Start Date: March 4, 2024.
- Pre-Release Center – Aleyah Bathurst, Resident Supervisor, Part-Time Replacement, \$18.64 per hour, not to exceed 1,000 hours annually, Anticipated Start Date: March 4, 2024.
- Resource Management Services – Brian Kinney, Equipment Operator, Full-Time Replacement, \$19.62 per hour, 80 hours per Pay Period, Anticipated Start Date: February 26, 2024.

**ATTACHMENT (B)**

**SALARY BOARD ACTIONS:**

- Controller's Office: Emily Snyder, Accountant II, Effective 2/18/2024

*Informational item on the County's new recycling program for batteries.*

Batteries should not be thrown in to the trash or recycling bins as they are a fire hazard. In addition to being able to recycle your rechargeable batteries at Lowes or Staples, the public may bring their batteries to the landfill location starting Friday, March 1<sup>st</sup>.

Batteries are a fire hazard from curbside collection, to transportation, to inside the recycling and waste facilities.

Last June, the landfill experienced two fires at the working face that were suspected to be caused by Lithium Batteries.

Every day we see batteries coming across the recycling lines and have experienced many near-missed fires in our recycling facility. And those fires have been seen at the tipping floor (which is before processing) to the baled materials. After the material has been sorted and compressed into a bale, we have seen the bale smoking from a damaged battery pack. The type of batteries that we are seeing varies, commonly seen are drill/tool batteries, batteries from toys that are self-contained inside the item, vapes, and household batteries.

Battery-related fires are expected to grow, we are looking to prevent future harm and damage. We ask for your help to spread the message:

1. Keep batteries out of trash and recycling bins
2. For collection: To tape terminals (shiny sides) with packing or clear tape until proper disposal
3. Do not store long, especially rechargeable batteries, absolutely no longer than one year
4. Take batteries to proper locations, landfill location at 447 alexander drive, Montgomery, Staples, or Lowes
5. When coming to the landfill, follow the signs to the scale house (as you would with trash or TVs), we have a separate container for battery collections
6. Keep batteries separated by chemistry type, best you can
7. We will accept from residents from our service areas to promote keeping these items out of the waste/recycling stream (service areas include the following counties: Lycoming, Northumberland, Union, Snyder, Montour, and Columbia)

What we accept (no charge):

1. Alkaline batteries – AA, AAA, C, D, etc.
2. Lithium batteries – rechargeable and non-rechargeable (includes button cell batteries)
3. Nickel Cadmium (Ni-Cd)
4. Nickel Metal Hydride (NiMH)
5. Battery containing units - items with batteries that cannot be taken out, like an electric toothbrush, tools and toys that the battery cannot come out
6. Lead acid car batteries and jump start packs
7. For Damaged/Broken/Swollen batteries contact our office first

**What we CANNOT accept:**

1. VAPES
2. Electric Vehicle Batteries
3. Large battery containing units that would not fit into our Gaylord box (48"x40"x36") (4'x3'x3')

Press Release will on Monday, February 26. Information will be posted at [www.lcrms.com/batteries](http://www.lcrms.com/batteries).

This program is just the start and we expect to see it evolve as it grows.