

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 AGENDA  
THURSDAY, MARCH 21, 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 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**No Comments**

- 1.6 Nicole MacKenzie and Barb Davenport – PA 4-H Week Proclamation

**Ms. MacKenzie and Ms. Davenport provided some additional statistics about the program  
and thanked the Commissioners for their support.**

1.7 April Shimmel, Deputy Administrator for Intellectual Disabilities for Keith  
Wagner – Intellectual Disabilities Awareness Month – Comments attached.

**2.0 REPORTS**

- 2.1 Kalen Barnes – Vote to ratify invoices due through 3/27/24 to be paid on 3/20/24  
in the amount of \$693,215.48.

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

**3.0 INFORMATION ITEMS**

- 3.1 Sal Vitko – Draft WATS MPO 2025-2028 Transportation Improvement Program  
(TIP) Public Comment Period. Comments attached
- 3.2 Matthew McDermott for Mya Toon – Acknowledge the County will be  
resoliciting bids for Polling Place ADA Renovations.

***Recess Commissioners' Public Meeting for the Salary Board***

**4.0 SALARY BOARD ACTIONS – *SALARY BOARD MINUTES CAN BE FOUND ON: LYCO.ORG>ELECTED OFFICIALS>CONTROLLER***

- 4.1 Convene Salary Board.
- 4.2 Matthew McDermott – Vote to approve Salary Board minutes of the previous meeting, March 14, 2024.
- 4.3 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (A).

***Reconvene Commissioners’ Public Meeting***

**5.0 PERSONNEL ACTIONS**

- 5.1 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 (B).

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

**6.0 ACTION ITEMS**

- 6.1 Matt McDermott – Vote to approve Policy 713, Multi-Factor Authentication Policy.

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

- 6.2 Matthew McDermott for Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of February.

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

- 6.3 Matthew McDermott for Mya Toon – Vote to approve Agreement with Township of Lewis.

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

**Mr. Sortman informed the public that Tax collectors are needed in communities and the number of tax collectors is shrinking. If anyone is interested they should reach out to their community.**

- 6.4 Jason Yorks – Vote to approve Consent Assessment of Civil Penalty with PA Department of Environmental Protection in the amount of \$5,000.00 (2024 budget funds available).

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

- 6.5 Jason Yorks – Vote to approve Proposal with PennCore Consulting LLC in the amount of \$16,600.00 (2024 budgeted item).

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

6.6 Jason Yorks – Vote to approve Agreement with ARM Group LLC (2024 budgeted item).

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

6.7 Maleick Fleming – Vote to approve Amendment to Agreement with Found Design LLC d.b.a. MERJE (2024 budgeted item).

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

6.8 Jenny Picciano – Vote to approve Resolution 2024-03 authorizing the submittal of the Susquehanna River Walk Extension Trail Development grant application to the PA Department of Conservation and Natural Resources (Act 13 funds).

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

6.9 Leslie Kilpatrick – Vote to approve annual support renewal for the software utilized in the Assessment Office in the amount of \$126,380.00 (2024 budgeted item).

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

6.10 Matthew McDermott for Nancy Schenck – Vote to approve Amendment to Agreement with Cornell Abraxas Group, LLC (2024 budgeted item).

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

## **7.0 COMMISSIONER COMMENT**

**Mr. Metzger informed the public that there will be a Special Prison Board Meeting tomorrow at 8:30 am to address the terminology of the Sanctuary County. This will be voted on tomorrow and hopefully get us removed from the listing.**

**Mr. Mussina remarked that the Diversabilty shows how society has advanced and become more compassionate and accepting. It's good to see these kids and the programs we have, but also acknowledged we have a long way to go.**

**Mr. Metzger commented on his time as a volunteer with the Challenger program in Montoursville. He explained that they would match the children up with an older youth in the community called a buddy. This gave the buddies a new appreciation and helped them develop compassion toward those with disabilities. We want to develop awareness and work together as a whole community.**

## **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.

Chase Bottorf, WVIA, Scranton asked the Commissioners questions regarding RMS, DEP Arm and the River walk extension which the Commissioners and Director answered.

## YOU TUBE PUBLIC COMMENT



Integrity Now4H

Amy NortonThe River Walk Extension will fill the gap between the existing River Walk and the Lycoming Creek Bikeway.

Integrity NowAnyone know who Jason is?

### **9.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, March 28, 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=KASF3C\\_uJ9w](https://www.youtube.com/watch?v=KASF3C_uJ9w)*

## ATTACHMENT (A)

### **SALARY BOARD ACTIONS:**

- Controller – Delete (1) Part-Time Administrative Specialist Pay Grade 5 and add (1) Full-Time Administrative Support Staff Pay Grade 5 (The Administrative Specialist was originally a full-time position at pay grade 6)

## ATTACHMENT (B)

### **PERSONNEL ACTIONS:**

- Department of Public Safety – Ashley Deitrick, Telecommunicator II, Part-Time Replacement, \$24.49 per hour, Not to Exceed 1000 hours annually, Anticipated Start Date: March 31, 2024.

## Intellectual Disabilities Awareness Month

April Shimel, Deputy ID Administrator, Lycoming Clinton MHID

In 1987, President Reagan recognized March as Developmental Disabilities month to raise awareness of not only the needs, but also the potential of Americans with Developmental Disabilities.

Now, more than 35 years later, we continue to recognize March as a month to celebrate the diversity, resilience, and accomplishments of people with developmental and intellectual disabilities.

We take this time each year to raise awareness of the people with intellectual disabilities within our community who contribute each day by working, volunteering, and by being good neighbors to those around them.

The Lycoming-Clinton Joinder currently serves nearly 600 local residents with intellectual disabilities in our bi-county area. We are dedicated to educating community members and creating awareness through outreach activities and training. Opportunities such as today are instrumental in our efforts.

I would like to thank the commissioners for welcoming us to this meeting today and for recognizing the important role that people with intellectual disabilities play in society. I think I speak for all of us when I say, we appreciate your willingness to celebrate intellectual disabilities awareness with us.

## 2025 – 2028 TIP Update & Public Comment Period

- \$107,746,000 in funding in the 1<sup>st</sup> 4yrs of TYP (TIP)
  - \$4,234,000 in HSIP safety funds
  - 12-Year Plan Funding = \$333,714,000
  - Work scoped for road preservation and improvement projects on
    - National Highway System
    - Secondary Road network
    - Local roads of Federal Aid System
    - State owned bridges
    - Locally owned bridges w/ associated Fed/State funds
- 70 projects programmed (40 bridge, 30 highway, 3 safety projects, 5 conventional local bridges, 2 retro-active reimbursement bridges (7 total))
  - Safety MPMS 102641 Safety Improvement Tivoli to Glen Mawr Curve, anticipated LET 6/24
  - Safety MPMS 118500 Ramp Rollover Warning ramp connecting US 15 to I-180 anticipated LET October 2024 est. cost \$26,860.00
  - Soil Slide Repair MPMS 107588 SR 2032 Kehrer Hill Rd. Upper Fairfield Twp.
  - Soil Slide Repair MPMS 99373 SR 3013 Spring Valley Rd to Mahaffey Hollow Woodward Twp.
  - Bridge MPMS 117631 Bridge Group Replacement 1. Over SR 220/ramp in Piatt Twp. 2. SR 44 over Lawshee Run in Jersey Shore Borough. 3. SR 44 over W. Branch Susquehanna in Nippenose Twp.
  - Retro-reimbursement MPMS 103945 over Daugherty's Run Lewis Twp.
  - Hwy MPMS 117409 SR 2029 Northway Rd. EB I-180 Ramp
  - BOF funding in years 5-12 for additional conventional local bridges in subsequent updates
- Public Comment period running March 1 – March 30, 2024
  - Lycoming County Commissioner public meeting and Lycoming County Planning Commission meeting March 21, 2024
  - Multiple WATS social media posts throughout public comment period
- Bridge Reinvestment Program (BRIP): approx. \$16,200,000 in FY 25-28 for bridge projects (increase of \$1.5 million from previous TIP)
- State Highway: approx. \$22 million in FY 25-28 to state highway projects in WATS area
- Carbon Reduction Program (CRP): approx. \$1.8 million for construction, design, and planning of on-road and off-road trail facilities
- RVTA: approx. \$9.5 million in transit improvements, \$7.8 million for CNG transit vehicles
  - By end of 2024 RVTA fleet should be 100% CNG