

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  
THURSDAY, OCTOBER 10, 2024  
10:00 A.M.**

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

**ADDITIONS /REVISIONS TO AGENDA NOT PREVIOUSLY POSTED**

**Information Items – Correct pay rate for Cody Spiegel from \$21.63 to \$22.63 per hour.**

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

**Remove from Salary Board Meeting – Prison -Delete Full Time LPN Position from TDA.**

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

**Add Agenda Item 7.12 – Vote to approve Agreement with CareerLink to start the OJT program. This is a 50% cost share between CareerLink and the County.**

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

**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 BID OPENING**

- 2.1 Krista Rogers – Open the following bid:
  - Testing and Inspection of the Lycoming County Coroner Building (Rebid)

<b>Testing and Inspection of the Lycoming County Coroner Building (Rebid)</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
Earth Engineering Inc.	\$2,729.00	9/25/2024
Hillis Carnes Engineering Associates	\$2,720.00	10/4/2024

### 3.0 REPORTS

- 3.1 Krista Rogers – Vote to ratify accounts payable cash requirement report for invoices due through 10/16/24 paid on 10/9/24 in the amount of \$889,693.47.

### 4.0 INFORMATION ITEMS

- 4.1 Michael Hagen – Elected Official Personnel Actions:
- District Attorney – David Fizanno, County Detective, DA, Part-Time, \$26.744 per hour, not to exceed 1000 hours annually. Anticipated start date: October 21, 2024
  - Sheriff – Cody Spiegel, Deputy Sheriff, SD, Full-Time \$21.63 \$22.63 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 21, 2024.

#### *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 October 3, 2024 meeting.
- 5.3 Vote to approve the following Salary Board Actions:
- ~~Prison – Delete Full Time LPN Position from the TDA~~
  - Prison – Add Part Time LPN to the TDA
  - IS – Change CSS/Part Time/Floater and CS Administrative Specialist titles to Administrative Specialist/Floater
  - IS – Increase compensation for one Administrative Specialist/Floater from \$15.6972 to \$16.2122. (This will make the two positions equal)
- 5.4 Adjourn Salary Board.

#### *Reconvene Commissioners' Public Meeting*

### 6.0 PERSONNEL ACTIONS

- 6.1 Mike Hagen – 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**

### 7.0 ACTION ITEMS

- 7.1 Michael Hnatin – Vote to approve the repair of the CAT D5 LGP for electrical issues by Cleveland Brothers in the amount of \$22,233.76. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.2 Michael Hnatin – Vote to renew Stormwater Permit for the TRIP property.

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

- 7.3 Forrest Lehman– Vote to approve the 2024 HAVA Election Security Grant Agreement with PA Department of State in the amount of \$3,602.54. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.4 Leslie Kilpatrick – Vote to approve the Renewal of Video Conferencing services with Keystone Consulting Group in the amount of \$14,900.00. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.5 Leslie Kilpatrick – Vote to approve the purchase of new ploy-com systems from for Courtrooms 1-4 in the amount of \$31,932.08, (2024 approved budgeted item).  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.6 Leslie Kilpatrick - Vote to approve the Amendment to the Agreement with Marco Technologies LLC – Maintenance & Repair Copier Equipment 2022-24 to remove copiers from the original agreement. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.7 Leslie Kilpatrick – Vote to approve the 2024-2026 Agreement with Verizon Phone Service in the amount of \$440.67 monthly charges. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.8 Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of September. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.9 Mya Toon – Vote to approve the Agreement with Quality Air Mechanical Inc in the amount of \$14,000.00. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.10 Mya Toon – Vote to approve the Strategic Management Planning Program Grant Contract with the Department of Community and Economic Development in the amount of \$200,000.00. (2024 approved budgeted item)  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.11 Shannon Rossman- Vote to approve RFP release for the Williamsport Cross Pipe Rehabilitation Project Phase 2.  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**
- 7.12 Michael Hagen-Vote to approve Agreement with CareerLink to start the OJT program. This is a 50% cost share between CareerLink and the County.  
**Mr. Mussina moved to approve. Mr. Sortman 2nd the motion. Approved 3-0**

## 10.0 COMMISSIONER COMMENT

**Mr. Sortman shared that we have a new parking spot available for early voters; this will alleviate voters searching for parking in downtown Williamsport.**

**Mr. Mussina asked that, although we are a long way from Florida, everyone should show support to those people here who feel helpless because their family and friends are dealing with the devastation caused by the recent Hurricanes Helene and Milton.**

**Mr. Metzger thanked everyone locally and the organizations that helped the victims in any way they could.**

**Mr. Sortman commented on how these are the moments where we can see there is no divide among us. Our community came together to send resources in truckloads to help the victims in the south.**

## 11.0 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.

Larry Stout, Montgomery, spoke on behalf of Clinton Township's Fire Company expressing utmost gratitude to Chief Todd Winder, who dedicated 25 years in outstanding service.

### **YOUTUBE COMMENT**

*LycoSecrets: Hello County Commissioners!*

*Thomas Adams: Good morning commissioners and Lycoming County! Thank-you for your service and your sincerity for the goodwill of our county's citizens! I am curious to know if our election board will follow our laws regarding overseas ballots. The DOS has advised officials to forego the verification process...why? I think that directive must be ignored. to allow illegal immigrants to gain driver licenses, starting with Wolf. September of last year, Shapiro pushed for motor voter registration, opening the door for illegal immigrants to voting. Will our county verify citizenship, especially with the mail ballots? Thank-you Forrest for your work. I only ask these questions for different scenarios that I think should be considered, especially citizenship verification; how is that done? I think God is always trying to reach us everyday through triumph and tragedy. The failures of overarching government must not be confused with the good people who actually are doing the best they are able within the agency they represent and work. The biggest problems come from people removed from a situation and want to rule by a strict protocol without being involved with current and rapidly changing situations. Prayers to all the people in the great distress, worker; government, nonprofits, individuals and victims. With issues in our communities, it is not a surprise when things*

*present themselves in our schools. There is a 'Safe to Say' program in some school districts that encourage students and everyone, to talk with trusted neighbor struggling, offer to talk. If you feel that might be a dangerous situation contact local officials to aid in knowing the best approach. We all need to be involved in thwarting crime and abnormal and possibly thwart dangerous situations. Our kids are always watching us and we need to be the best and positive examples we can be. Be a part of the solution and not a negative approach to thwart solutions. Thank-you John for your work. FEMA has admitted to using funds for supporting illegals. \*\*\*my comment disappeared concerning students talking...trusted authorities if they notice or know of something or someone not right or possible problems with others or surrounding conditions. Thank-you John for your input.*

*Em Gee: Please comment on the progress of the cc construction of the Mall and whether the developer is sticking to its original plans or is requesting a zoning change to bring in low income housing. It seems Trump derangement syndrome is allowed without criticism by our commissioners.*

## **12.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, October 17, 2024, at 10:00 A.M. in the Commissioner's Board Room, 3<sup>rd</sup> Floor, 33 West Third Street, Williamsport, PA 17701.

*To view this meeting click on the link below:*

*<https://www.youtube.com/watch?v=Uoj3tGcg7sk>*

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

Pre-Release Center – Michael Fitzwater, Resident Supervisor I, Union, Full-Time, \$18.64 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 14, 2024.

Prison – Kate Kustenbauder, Licensed Practical Nurse, Pay Grade 10, \$30.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: October 14, 2024.

Resource Management – Jonah Inch, Work Crew Foreman, Pay Grade 6, Full-Time, \$17.18 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: October 13, 2024.

Resource Management – Ryan Paterson, Equipment Operator, Pay Grade 5, Part-Time, \$18.00 per Hour, not to exceed 1000 hours annually, Anticipated Start Date: October 21, 2024.

Information Services – LeAnne Rauch, Administrative Specialist/Floater, increase compensation from \$15.6972 per Hour to \$16.2122 per Hour to adjust salary as equals.