

Commissioners:

SCOTT L. METZGER
Chairman

MARC C. SORTMAN
Vice Chairman

MARK MUSSINA
Secretary

CHRISTOPHER H. KENYON
Solicitor



COUNTY of LYCOMING

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, APRIL 10, 2025
10:00 A.M.**

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
- 1.5 Public Comment on Agenda Items Only

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 4/16/25 to be paid on 4/9/25 in the amount of \$2,797,143.01.
- 2.2 Nicki Gottschall – Vote to approve credit card cash requirement report of purchases from 2/27/25 through 3/26/25 in the amount of \$7,317.94

3.0 INFORMATION ITEMS

- 3.1 Mike Hagen – Elected Officials Personnel Actions:
 - District Attorney – Brook Muthler, Clerk III, 4, Full Time, \$15.4508 per hour, 75 hours per pay period, Anticipated start Date: April 16, 2025
- 3.2 DCNR Report on the Spongy Moth – Rosa Yoo, DCNR

Recess Commissioners' Public Meeting for the Salary Board

4.0 SALARY BOARD

- 4.1 Convene Salary Board.
- 4.2 Vote to approve the Salary Board minutes from the April 3, 2025 meeting.
- 4.3 Vote to approve the following Salary Board Actions:
 - Commissioners:
 - Delete Director of Administration position (PG 15) from TDA
 - Add Director of Management Operations (PG 12) to TDA

- Resource Management Services
Reclassify Director of Resource Management Services from PG 15 to PG 13
- Courts (APO/DRO)
Reclassify vacant Domestic Relations Officer (CBU, PG9) to an Adult Probation Administrative Case Officer (PG7) – Court Act 77 or 98 funds will be used to make up the 66% difference annually.
- District Attorney
Reclassify PT DUI Center Position to FT Processing detective (non-union position at a salary of \$25.00 /hour. The DUI and Central Processing fees will be used to fund this position.

4.4 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

- 5.1 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).

6.0 ACTION ITEMS

- 6.1 Nancy Schenck – Vote to approve the Agreement with Gillum Psychological Services. (2025 approved budgeted item).
- 6.2 Nancy Schenck – Vote to approve the Agreement with Hempfield Behavioral Health Inc. (2025 approved budgeted item)
- 6.3 Nancy Schenck– Vote to approve the Agreement with Crossroads Counseling, Inc. (2025 approved budgeted item)
- 6.4 Gary Staggert – Vote to approve the Change Order #1 with R&L Development Company.
- 6.5 Gary Staggert– Vote to approve the Change Order #6 with R&L Development Company.
- 6.6 Gary Staggert– Vote to approve the Change Order #7 with R&L Development Company.
- 6.7 Gary Staggert – Vote to approve the Change Order #3 with R&L Development Company.
- 6.8 Adrienne Stahl– Vote to approve the Agreement with Brian Ulmer, Esq. (2025 approved budgeted item)

- 6.9 Adrienne Stahl -Vote to approve the Agreement with Tiffani Kase, Esq. (2025 approved budgeted item)
- 6.10 Adrienne Stahl – Vote to approve the Agreement with Terra Koernig, Esq. (2025 approved budgeted item)
- 6.11 Sal Vitko – Vote to ratify the Lycoming County PIB Loan # 521238 in the amount of \$7,000,000.00
- 6.12 Mya Toon –Vote to approve the Agreement with Agrarian Associates, Inc in the amount of \$1,850.00. (2025 approved budgeted item)
- 6.13 Mya Toon – Vote to approve the Agreement with twobytwo Solutions, LLC. (2025 approved budgeted item)
- 6.14 Mya Toon – Vote to approve the Amendment to the Agreement with Jean Landis. (2025 approved budgeted item)
- 6.15 Mya Toon – Vote to approve the Agreement with Columbia County Board of Commissioners (2025 approved budgeted item)
- 6.16 Mya Toon – Vote to approve the Amendment to the Agreement with Intrinsic Interventions. (2025 approved budgeted item)
- 6.17 Mya Toon – Vote to approve Separation Agreement with Employee # 250404.
- 6.18 Mya Toon – Vote to approve Separation Agreement with Employee # 250214.

7.0 COMMISSIONER 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.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, April 17th, 2025 at 10:00 A.M. in the Commissioner’s Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 177

ATTACHMENT (A)

PERSONNEL ACTIONS:

Adult Probation – Eithan Marino, Adult Probation Officer, Union, Full-Time, \$24.53 per Hour, 80 Hours per Pay Period, Anticipated Start Date: April 28, 2025.

Prison – Mark Stetts, Sergeant, 9, Full-Time, \$25.5246 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: April 13, 2025.

Prison – Elizabeth Fox, Correctional Officer, Union, Part-Time, \$20.00 per Hour, Not to exceed 1000 hours annually, Anticipated Start Date: April 13, 2025.

Prison – Dylan Nichols, Correctional Officer, Union, Full-Time, \$20.00 per Hour, 80 Hours per Pay Period, Anticipated Start Date: April 21, 2025.