

Commissioners
SCOTT L. METZGER
Chairman
MARC C. SORTMAN
Vice Chairman
MARK MUSSINA
Secretary



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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, MAY 15, 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
- 1.6 Proclamation – Jess Miller– Mental Health Awareness
- 1.7 Proclamation – William Miller – Emergency Medical Services and Emergency Medical Services for Children

2.0 REPORTS

- 2.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 5/20/25 to be paid on 5/14/25 in the amount of \$1,538,859.18.

3.0 INFORMATION ITEMS

- 3.1 Mike Hagen – Elected Officials Personnel Actions:
 - Controller – Noah Hunt, Accountant I, 9, Full-Time, \$44,533.71 per year, 75 Hours per pay period, Anticipated Transfer Date: May 25, 2025.
 - District Attorney – Zoey Stauffenberg, Adult Victim Witness Coordinator, Grant, Full-Time, \$18.50 per hour, 75 hours per pay period, Anticipated Transfer date: May 25, 2025.
- 3.2 Jeffrey Hutchins – Announce the new public warning software by OnSolve – CodeRed.

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 May 15, 2025 meeting.

- 4.3 Vote to approve the following Salary Board Actions:
- Planning and Community Development:
- Delete 1 Clerk IV position from the TDA
 - Reclassify the Administrative Coordinator position (PG 6) to non-exempt RMS
 - Delete 1 Full time Equipment Operator position from the TDA
 - Add 2 Part time Equipment Operator positions to the TDA
- DPS
- Add 1 Part time Telecommunicator II position (PG8) to the TDA
- Controller's Office
- Delete 1 Part time Accountant position from the TDA
 - Take 1 Full time Accountant I position off of hold.
 - Reclassify Full time Accountant I position to PG9
- 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 Gary Staggert – Vote to approve the Agreement with Cummins Power System (2025 approved budgeted item).
- 6.2 Gary Staggert– Vote to approve the Amendment to the Agreement with Petro Choice. (2025 approved budgeted item)
- 6.3 Gary Staggert – Vote to approve the Net Energy Metering Rider Application for service.
- 6.4 Kelsey Green– Vote to approve the Subrecipient Agreement with West Branch Regional Authority in the amount of \$28,235.90. (2025 approved budgeted item)
- 6.5 Kelsey Green – Vote to approve the Change Order #1 with Shiloh Excavating in the amount of \$237,561.00 for the Regional Cross Pipe Rehabilitation. (2025 approved budgeted item)
- 6.6 Kelsey Green– Vote to approve the Change Order #1 with Greenman-Pedersen, Inc. for the EDA Phase II. (2025 approved budgeted item)

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, May 22, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 17701

ATTACHMENT (A)

PERSONNEL ACTIONS:

Public Safety/9-1-1 Center – Alexander Haefner, Telecommunicator II, 8, Part-Time, \$22.561 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Transfer Date: June 8, 2025.

Resource Management – Michael Poorman, Equipment Operator, 6, Part-Time, \$18.00 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: May 27, 2025.

Resource Management – David Cotner, Equipment Operator, 6, Part-Time, \$19.62 per Hour, Not to Exceed 1000 Hours Annually, Anticipated Start Date: May 27, 2025.

JPO – Matthew Minnier – Acting Chief, Juvenile Probation Officer, PG11, Full-Time, \$85,764.504, 75 Hours per Pay Period, Adjustment Date, May 11, 2025.