

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, JUNE 19, 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 BID OPENING

- 2.1 Nicki Gottschall - Open the following bid:
 - Zoning Hearing Board Solicitor Services

3.0 REPORTS

- 3.1 Nicki Gottschall – Vote to approve accounts payable cash requirement report for invoices due through 6/25/25 to be paid on 6/18/25 in the amount of \$1,610,755.96.

Recess Commissioners Public Meeting for TEFRA Hearing

4.0 TEFRA HEARING

- 4.1 Convene Hearing
- 4.2 Ann Pepperman – Public notice to discuss the issuance by the Lycoming County Authority of tax-exempt revenue bonds for Firetree Place.
- 4.3 Adjourn Meeting

Reconvene Commissioners' Public Meeting

5.0 INFORMATION ITEMS

- 5.1 Michael Hagen – Elected Officials Personnel Actions:
 - District Attorney – Phoebe Yates, Deputy District Attorney, 13, Full-Time, \$85,000 per Year, 75 Hours per Pay Period, Effective Date: June 8, 2025.

6.0 ACTION ITEMS

- 6.1 Jamie Shrawder – Vote to approve the CDBG FFY 2021 budget revision and submission to the PA Department of Community and Economic Development.
- 6.2 Gary Staggert – Vote to approve the notification forms for NPDES PAG-2 permit application for Leachate Force Main project.
- 6.3 Gary Staggert– Vote to approve the annual Operating Report for DEP.
- 6.4 Forrest Lehman – Vote to approve Change Order #1 with H & P Construction in the amount of \$16,350.00. (2025 approved budgeted item)
- 6.5 Forrest Lehman– Vote to approve the Polling Place Agreement with Penn College of Technology.
- 6.6 Leslie Kilpatrick – Vote to approve the Maintenance Renewal with Keyser Consulting Group in the amount of \$1,100.00. (2025 approved budgeted item).
- 6.7 Leslie Kilpatrick – Vote to approve the Software Subscription Renewal with DLT Solutions, LLC in the amount of \$5,965.86. (2025 approved budgeted item)
- 6.8 Michael Hagen – Vote to approve the Statement of Work with Remedy Analytics in the amount of \$25,000.00 for Discount Validation and Dispensing Fee Audit. (not a 2025 approved budgeted item, but funds are available)

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, June 26th, 2025 at 10:00 A.M. in the Commissioner's Board Room, 3rd Floor, 33 West Third Street, Williamsport, PA 177

Please note that there will be No Public Meeting on July 3, 2025

ATTACHMENT (A)

PERSONNEL ACTIONS:

Adult Probation – Gabriela Petorak, Clerk III, 4, Full-Time, \$14.72 per Hour, 75 Hours per Pay Period, Anticipated Start Date: June 30, 2025.

Adult Probation – Isaac Rowles, Pretrial Probation Officer, Union, Full-Time, \$24.53 per Hour, 80 Hours per Pay Period, Anticipated Start Date: July 7, 2025.

Resource Management – Thomas Fuller, Baler Operator, 6, Full-Time, \$18.00 per Hour, 80 Hours per Pay Period, Anticipated Transfer Date: June 22, 2025.

Resource Management – Karl Yingling, Recycling Truck Driver, 6, Full-Time, \$20.70 per Hour, 80 Hours per Pay Period, Anticipated Start Date: June 30, 2025.

Resource Management – Dustin Springer, Equipment Operator, 6, Full-Time, \$20.0124 per Hour, 80 Hours per Pay Period, Anticipated Start Date: June 30, 2025.

Resource Management – Walter (Todd) Portzline, Operations Supervisor, 8, Full-Time, \$22.9712 per Hour, 80 Hours per Pay Period, Anticipated Start Date: June 30, 2025.