

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

J. DAVID SMITH
Solicitor

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
TUESDAY, DECEMBER 14, 2021
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 (Agenda Items Only)
- 1.6 County Department Informational Series: "What They Do for You?"
 - Krista Rogers – Controller's Office

2.0 BID OPENING

- 2.1 Krista Rogers – Open the following bids:
 - Timber Run Industrial Park Access Improvements.
 - Collection and Disposal of Trash and Recyclable Materials for Lycoming County Facilities.

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

- 3.1 Brandy Clemens – Approve accounts payable cash requirement report for invoices due through 12/15/2021 to be paid on 12/5/2021.

4.0 SERVICE AWARDS

- 4.1 Acknowledge the following employee service award:
 - Steve Smith, 10 years of service

5.0 TDA ACTIONS

- 5.1 Roxanne Grieco – Approve update to the TDA Report:
 - Pre-Release Center: Change Female Resident Supervisor II, Paygrade 7/8 to Resident Supervisor II, Paygrade 7/8, Effective immediately.

6.0 PERSONNEL ACTIONS

- 6.1 Roxanne Grieco – Approve the following personnel action(s):

- Courts: Helen Mastracco, Clerk III, Part Time Replacement, Paygrade 4, \$13.09/hour, not to exceed 1,000 hours annually, Effective 12/20/21.
- Courts: Christine B. Swisher, Scheduling Technician, Full Time Replacement, Paygrade 6, \$16.76/hour, Effective 12/27/21.
- Sheriff: Tami Lin Wenner, Clerk III, Full Time Replacement, Paygrade 4, \$14.09/hour, Effective 12/20/21.
- Pre-Release Center: Christopher Heisley, Resident Supervisor, Full Time Replacement, Paygrade 5, \$15.37/hour, Effective 12/20/21.
- Information Services: Jason A. Clarke, Senior Network Engineer, Reclassification, Paygrade 10, \$58,327.50/salary, Effective 12/12/21.

7.0 INFORMATION ITEMS

- 7.1 Mya Toon/Austin Daily – Acknowledge the County will be requesting bids for Construction of Bridge Bundling 2 and 3.
- 7.2 Mya Toon/Austin Daily – Acknowledge the County will be requesting proposals for Construction Inspection Services for Bridge Bundling 2, 3, and 4.
- 7.3 Commissioner Mussare – Acknowledge Barry Rake for his effort and distribution of 15,000 water bottles to youth in Lycoming County toward the “Say No to Drugs” campaign.

Recess Commissioners’ Public Meeting for the Board of Assessment Revisions

8.0 BOARD OF ASSESSMENT REVISIONS

- 8.1 Convene Board of Assessment Revisions.
- 8.2 Brooke Wright – Approve the following real estate refunds:
 - 72-002-428 – Larry & Connie Paulhamus - \$132.27
- 8.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners’ Public Meeting

9.0 ACTION ITEMS

- 9.1 Brandy Clemens – Vote to approve Resolution 2021-16 for 2022 Operating Budget.
- 9.2 Brandy Clemens – Vote to approve Resolution 2021-17 for 2022 5-Year Capital Plan.
- 9.3 Brandy Clemens – Vote to approve Resolution 2021-18 for 2022 Millage Rate.
- 9.4 Brandy Clemens – Vote to approve Resolution 2021-19 for 2022 Predetermined Ratio.

- 9.5 Matthew Long – Vote to approve the transfer of Nutrient Trading program funds to the Countywide Clean Water Action Plan (CAP).
- 9.6 Mya Toon – Vote to approve Agreement with Geisinger Clinic on behalf of itself and employees, Dr. Pat Bruno (2022 Budgeted Item).
- 9.7 Mya Toon – Vote to approve Proposal and Sales Agreement with Supply Source (2022 Budgeted Funds Available).
- 9.8 Mya Toon – Vote to approve Act 137 Agreement with Sojourner Truth Ministries, Inc. (Act 137 Funds approved).
- 9.9 Mya Toon – Vote to approve Agreement with Oasis Management Systems, Inc. (2022 Budgeted Item).
- 9.10 Jerry Kennedy – Vote to approve purchase quote with CDW-G (2022 Budgeted Item).
- 9.11 Steven Simms – Vote to approve Agreement with Susquehanna Motor Company, Inc. (2022 Budgeted Item).
- 9.12 Billy Clees – Vote to approve additional funds request form to the Department of Environmental Protection for the CAP Implementation Grant (100% grant funded).
- 9.13 Kristin McLaughlin – Vote to approve Amendment 1 to Subrecipient Agreement with Franklin Township (100% CDBG funded).
- 9.14 Kristin McLaughlin – Vote to approve Resolution 2021-20 CDBG FFY 2021 Funding.
- 9.15 Leslie Kilpatrick – Vote to approve Amendment to Agreement with Windstream Communications (2022 Budgeted Item).
- 9.16 Matthew McDermott – Vote to reappoint/appoint member(s) to the following:
- Lycoming County Housing Authority (5 Year Term)
Reappoint: Nicoya Catino
Term Start: January 01, 2022 Term End: December 31, 2026

 - Lycoming County Agriculture and Land Preservation Board (4 Year Term)
Reappoint: Donald Hepburn
Term Start: January 01, 2022 Term End: December 31, 2025

Reappoint: John Schon
Term Start: January 01, 2022 Term End: December 31, 2025

Appoint: Daryl Krotzer
Term Start: January 01, 2022 Term End: December 31, 2025

- Lycoming County Planning Commission Board (4 Year Term)
Reappoint: Chase Kelch
Term Start: January 01, 2022 Term End: December 31, 2025

Appoint: Denise Reis
Term Start: January 01, 2022 Term End: December 31, 2025

- Lycoming County Zoning Hearing Board (4 Year Term)
Reappoint: Dan Clark
Term Start: January 01, 2022 Term End: December 31, 2025

10.0 COMMISSIONER COMMENT

11.0 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.

12.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Tuesday, December 21, 2021, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.