Commissioners’ Meeting Agenda

***June 7, 2018***

***Opening Prayer***

***Pledge to the Flag***

**1.0 OPERATIONS**

1.1 Convene Commissioners’ meeting.

1.2 Approve the minutes of the previous meetings.

1.3 Receive public comments (agenda items only).

**2.0 ACTION ITEMS**

2.1 Proclaim June 4-8, 2018 as Child Welfare Professionals Appreciation Week.

2.2 Approve subrecipient agreement with the City of Williamsport for 2016 PHARE funds in the amount of $225,000. (Jenny Picciano)

2.3 Approve professional service agreement with Engenuity LCP Water Heater Replacement in the amount of $109,424. (Ken George)

2.4 Rescind approval of Willo contract and consider it void ab initio.

2.5 Approve accounts payable cash requirement report through June 20, 2018, for payment on June 13, 2018, upon review and approval by commissioners.(Michele McDermott)

2.6 Accept HR Report through May 31, 2018. (Roxanne Grieco)

2.7 Approve TDA change: Collections – reclassification of Enforcement Officer (paygrades 8/9) to Administrative Enforcement Officer (paygrades 6/7), Assessment – reclassification of 2 - Field Assessors (paygrades 5/6) to Field Data Collectors (paygrade 6), Public Defenders – addition of one (1) Assistant Public Defender position, Courts – addition of one (1) Temporary Part-time Executive Secretary (paygrade 5). (Roxanne Grieco)

2.8 Approve the following personnel actions:

Collections/Assessment – reclassification of Justin F. Smith as full time replacement Field Data Collector – Pay grade 6 - $17.16/hour effective 6/17/18.

Collections/Assessment – reclassification of Ashley M. Beatty as full time replacement Field Data Collector – Pay grade 6 - $16.74/hour effective 6/17/18.

Courts - Stacy A. Bower as part time temporary Executive Secretary – Pay grade 5 - $15.22/hour effective 7/10/18, not to exceed 1,000 hours annually.

***Recess Commissioners’ Meeting***

**3.0 SALARY BOARD**

3.1 Convene Salary Board.

3.2 Approve update to the 2018 Salary Schedule Collections – reclassification of Enforcement Officer (paygrades 8/9) to Administrative Enforcement Officer (paygrades 6/7), Assessment – reclassification of 2 - Field Assessors (paygrades 5/6) to Field Data Collectors (paygrade 6), Public Defenders – addition of one (1) Assistant Public Defender position, Courts – addition of one (1) Temporary Part-time Executive Secretary (paygrade 5).

3.3 Adjourn Salary Board.

**4.0 BOARD of ASSESSMENT REVISION**

4.1 Convene Board of Assessment Revision.

4.2 Approve real estate refunds:

47-205-111 – James & Halle Niklaus - $192.98

48-253-126 – Howard & Mildred Campbell - $172.97

11-310-139.H – Roger & Harriet Fluke - $74.35

4.3 Approve real estate exonerations:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parcel Number** | **Owner's Name** | **Site Location** | **From Value** | **To Value** |
| 54-295-117 | Samuel & Judy Ann Kutz | 1066 Deer Lake Rd | 121590 | 118470 |
| 74-001-415 | Wayne & Channing Bump | 309 Brandon Ave | 20210 | 18000 |
| 29-130-149 | Red Run & Rod Gun Club | 13692 Rt 14 Hwy | 75140 | 24020 |
| 29-150-100.A | Red Run & Rod Gun Club | 13334 Rt 14 Hwy | 52240 | 28000 |
| 42-001-330-018 | Michael & Carol Green | 65 Shady Acres Ln | 8460 | 0 |
| 24-002-409 | Shannon Haight | Slacks Run Rd | 8710 | 870 |
| 73-006-317 | Hillsboro Inlet LLC | 633 First Ave | 7200 | 750 |
| 66-003-415 | Hillsboro Inlet LLC | Park Ave | 8800 | 900 |

4.4 Adjourn Board of Assessment Revision.

***Reconvene Commissioners’ Meeting***

**5.0 REPORTS/INFORMATION ITEMS**

5.1 LCRMS is requesting bids for Concrete Manhole Boxes for a Force Main Waterline Project (2nd time)

5.2 Recognize Barry Hutchins for receiving the excellence in GIS award. (Sandy Holdren)

5.3 Present JWD awards to Luke Ellison and Sara Johns. (Ed McCoy)

**6.0 COMMISSIONER COMMENT:**

**7.0 PUBLIC COMMENT:**

**8.0 NEXT REGULARLY SCHEDULED MEETING:** Planning Session on Tuesday, June 12, 2018.

**9.0 ADJOURN COMMISSIONERS’ MEETING.**