

Commissioners:

R. JACK MCKERNAN
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



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

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Commissioners' Meeting Agenda

September 12, 2019

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 Approve Amendment to Agreement with Murphy, Butterfield & Holland, P.C. for Zoning Hearing Board Solicitor Services. (Thomas Krajewski)
- 2.2 Approve contract with Northern Machine Works for a two head Stitcher in the amount of \$18,745.00. (Karl Demi)
- 2.3 Approve Kelle Robinson as Emergency Management Coordinator for Lycoming County Letter. (John Yingling)
- 2.4 Approve TDA and Totals Report. (Roxanne Grieco)
- 2.5 Approve the following personnel actions. (Roxanne Grieco)
 - DPS-EMA – Kelle B. Robinson – as a promotion/replacement to full time EMA Manager – Pay grade 10 - \$54,914.53 annually effective 9/8/19.
 - DPS-Communications – Beth A. Baylor – as a reclassification to Communications Manager – Pay grade 11 - \$69,627.15 annually effective 7/14/19. Retro adjustment due to policy #410.
 - Veteran Affairs – Natalie S. Steppe – as a reclassification to Assistant Director of Veteran Affairs – Pay grade 7 - \$20.99 per hour effective 6/2/19. Title change and retro adjustment due to policy #410.

- Veteran Affairs – Lacy Holmes – as a full time replacement Clerk IV – Pay grade 5 - \$15.22 per hour effective 9/16/19.
- Pre-Release – Patrick E. Riedy – as a full time replacement Resident Supervisor – Pay grade 5 - \$15.22 per hour effective 9/15/19.
- Pre-Release – Shelia E. Caldwell – as a part time replacement (Female) Resident Supervisor- Pay grade 5 - \$14.14 per hour effective 9/15/19 limited to 1000 annually.

2.6 Approve five year renewal of storm water permit that covers the earth moving operation at Timber Run Industrial Park. (Michael Hnatin, PE)

2.7 Adopt Resolution 2019 -14 Appointments of assistant solicitors John G. Himes and Christopher H. Kenyon. (Matthew McDermott)

Recess Commissioners' Meeting

3.0 SALARY BOARD

3.1 Convene Salary Board

3.2 Update Salary Schedule. (Roxanne Grieco)

Veteran Affairs – Reclassify one (1) Veterans Affairs Assistant pay grades 6/7 to Assistant Director Veterans Affairs – pay grades 6/7.

3.3 Adjourn Salary Board

4.0 BOARD of ASSESSMENT REVISION

4.1 Convene Board of Assessment Revision.

4.2 Approve real estate exemptions. Please see attached. (Brooke Wright)

4.3 Adjourn Board of Assessment Revision.

Reconvene Commissioners' Meeting

5.0 REPORTS/INFORMATION ITEMS

5.1 Award Service Pins

Daniel Knerr PRC 10 years
 Sara Johns APA 10 years
 Joe Defrancesco Prison 20 years

7.0 PUBLIC COMMENT:

6.0 COMMISSIONER COMMENT:

8.0 NEXT REGULARLY SCHEDULED MEETING: Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, September 17, 2019. The next public meeting will be held on Thursday, September 19, 2019. Both meetings begin at 10:00 a.m. Commissioner's Briefing Room. 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

9.0 ADJOURN COMMISSIONERS' MEETING.