

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*

---

Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

www.lyco.org  
county.commissioners@lyco.org

## LYCOMING COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA TUESDAY, March 31, 2020 10:00 A.M.

**AGENDA ITEMS ARE SUBJECT TO CHANGE WITHOUT NOTICE**

**1.0 BID OPENING**

1.1 None

**2.0 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT**

2.1 \*Krista Rogers/Heather Lehman – Approve the following Accounts Payable Cash Requirement Report(s):

2.1.1 Pending Information

**3.0 EMPLOYEE SERVICE AWARDS**

None

**4.0 TDA ACTIONS None**

**5.0 PERSONNEL ACTIONS**

5.1 Roxanne Grieco – Approve the following personnel actions:

5.1.1 Sheriff- Derron M. Farber, Fulltime Replacement Deputy Sheriff, Paygrade DS, \$19.721 per hour. Effective: 4/5/20.

5.1.2 Prison- Chad R. Barnes, Fulltime Replacement Correctional Officer Relief, Paygrade CO1, \$17.23 per hour. Effective: 4/5/20.

5.2 Approve HR Activity report for the month of March 2020.

**\*A recurring agenda item that requires action each Tuesday.**

**An agenda item that requires action on Tuesday.**

## **6.0 SALARY BOARD ACTIONS**

None

## **7.0 REPORTS/INFORMATION ITEMS**

7.1 2020 Pennsylvania 811 Safe Digging Month

7.2 National Agriculture Week: March 22-28

## **8.0 ACTION ITEMS**

8.1 Forrest Lehman - Price Quote for the 2020 Primary Election from ElectionIQ, LLC. In the amount of \$82,800.00.

8.2 Karl Demi – Agreement with Arraya Solutions for engineering services for IT initiatives. In the amount of \$100,000.00.

8.3 Karl Demi-Agreement with PayGov.US LLC for electronic payment processing services for the Central Processing Center.

8.4 Cindy Newcomer- Agreement with the Township of Brady delegating tax collection power to the County of Lycoming.

8.5 Mya Toon- Agreement with Keyco Distributors Inc. for food products. On a per item as needed basis.

8.6 Mya Toon- Agreement with Sysco Central Pennsylvania for food products. On a per item as needed basis.

8.7 Mya Toon – Agreement with Fessers Inc. for food products. On a per item as needed basis.

8.8 Mya Toon- Change Order No. 2 with R&L Development Company and Barton & Loguidice, D.P.C. to delay the construction of Field 12 to June 1, 2020, due to COVID-19.

8.9 Mya Toon- Grant and Monitoring Agreement with Lycoming County Early Learning Team. In the amount of \$19,600.00.

8.10 Mya Toon- Purchase Request of (1) new Kubota Utility Vehicle from Kubota Tractor Corporation, in the amount of \$22,680.51.

8.11 Mya Toon- Agreement with National Medical Services, Inc. for expert consultation and forensic laboratory services.

8.12 Mya Toon- Approve Public Disaster Assistance Application and Agreement for Financial Assistance with Pennsylvania Emergency Management Agency

**\*A recurring agenda item that requires action each Tuesday.**

**An agenda item that requires action on Tuesday.**

- 8.13 Mya Toon- Agreement with Cybergenetics for forensic laboratory services.
- 8.14 Mya Toon- Approve the purchase of an irrigation pump with Eastern Irrigation & Pump Company for White Deer Golf Course. In the amount of \$17,957.00.
- 8.15 Austin Daily- Third Amendment with Transitional Living Centers, Inc. to extend the contract period to July 1, 2020.
- 8.16 Jenny Picciano- Subrecipient Agreement with Ralston Area Joint Authority for FFY 2018 CDBG funds to purchase and install a generator set and automatic transfer switch. In the amount of \$23,780.00.
- 8.17 Jenny Picciano- Amendment to Agreement with ATC Group Services dba BCM Engineers to additional work tasks for the design and engineering of the Susquehanna River Walk Extension. In the amount of \$18,00.00.
- 8.18 Jenny Picciano- Amendment No. 1 to Cooperative Agreement with American Rescue Workers for Phase II of building renovations in accordance with FFY 2015 CDBG Contract. Amend original allocation from \$33,066.33 to \$48,188.80. Extend termination date from August 31, 2019, to June 30, 2020.
- 8.19 Ed Robbins- Agreement with Taylor Division Programs, Inc. to provide child welfare services for Juvenile Probation.

**9.0 BOARD OF ASSESSMENT REVISIONS**

None

**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 public meeting will be held on Thursday, April 02, 2020 at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

**\*A recurring agenda item that requires action each Tuesday.**

**An agenda item that requires action on Tuesday.**