

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

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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

**LYCOMING COUNTY BOARD OF COMMISSIONERS**  
**Meeting Agenda**  
**Tuesday, November 10, 2020**  
**10:00 A.M.**

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

**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)

**2.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

- 2.1 Nicki Gottschall- Accounts Payable Cash Requirements Report through November 11, 2020 for payment November 4, 2020 in the amount of \$1,882,702.92.
- 2.2 Nicki Gottschall- Accounts Payable Cash Requirements Report through November 18, 2020 for payment November 11, 2020 in the amount of \$572,602.75.

**3.0 PERSONNEL ACTIONS**

Roxanne Grieco – Approve the following personnel actions:

- 3.1 Soil Conservation- Gregory L. Bonsall, Full-Time Replacement, Conservation District Manager, Paygrade 11, \$50,548.35/Salary. Effective 12/7/20.
- 3.2 Courts- Judge Butts- Janine M. Haughton, Full-Time Reclassification, Law Clerk, Paygrade 9, \$42,179.89/Salary. Effective 11/5/20.

- 3.3 Courts- Judge Linhardt- Caroline R. Posner, Full-Time Reclassification, Law Clerk I, Paygrade 10, \$46,137.13/Salary. Effective 11/15/20.
- 3.4 Vote on Personnel actions report for the month of October 2020.

**4.0 TDA ACTION**

Roxanne Grieco – Approve update to the TDA Report:

- 4.1 Courts:
  - Change Law Clerk from paygrade 8 to paygrade 9.
  - Change Law Clerk I from paygrade 9 to paygrade 10.
- 4.2 Soil Conservation:
  - Create PT Temporary Conservation District Special Projects position, paygrade 12.

***Recess Commissioners’ Public Meeting***

**5.0 SALARY BOARD ACTIONS Roxanne Grieco – Approve update to Salary schedule**

- 5.1 Courts:
  - Change Law Clerk from paygrade 8 to paygrade 9.
  - Change Law Clerk I from paygrade 9 to paygrade 10.
- 5.2 Soil Conservation:
  - Create PT Temporary Conservation District Special Projects position, paygrade 12.

5.3 Adjourn Salary Board Actions

**6.0 BOARD OF ASSESSMENT REVISIONS**

- 6.1 Convene Board of Assessment Revision
- 6.2 Brooke Wright- Certifying tax rolls for 2021:
 

Taxable Parcels – 51989	Assessment – 5,741,603,725
Exempt Parcels - 2022	Assessment – 1,024,279,890
Total Parcels - 54011	Assessment – 6,765,883,615
- 6.3 Adjourn Board of Assessment Revisions

***Reconvene Commissioners’ Public Meeting***

**7.0 REPORTS/INFORMATION ITEMS**

7.1 Thursday- There will be chance for public comment on the proposed 2021 Lycoming County Budget.

## **8.0 ACTION ITEMS**

- 8.1 Mya Toon - Vote on U.S. Department of Homeland Security Federal Fiscal Year 2020 State Homeland Security Grant Program Agreement with the Pennsylvania Emergency Management Agency in the amount of \$559,522.00
- 8.2 Mya Toon- Vote on the purchase (2) central scanners from Clear Ballot Hardware in the amount of \$54,182.00.
- 8.3 Mya Toon- Vote on Amendment to Agreement with Rogers Uniforms to extend the contract for an additional year.
- 8.4 Mya Toon- Vote on Subrecipient Agreement with West Branch Drug & Alcohol Abuse Commission for the administration of Act 152 and Behavioral Health Services Initiative Funds.
- 8.5 Mya Toon- Vote on Subrecipient Agreement with Lycoming County United for the administration of Homeless Assistance Program funds in the amount of \$153,112.00.
- 8.6 Mya Toon- Vote on Amendment to Agreement with Paul Albert Architech, LLC to include an additional fee of \$1,800.00.
- 8.7 Mya Toon- Vote on utilizing the PennBid Program to post and manage all aspects of the County's competitive bid process.
- 8.8 Matthew McDermott- Vote on Agreement with Larson Design Group for the Subdivision Plan – KOZ/KOEZ Parcel Combination for Timber Run Industrial Development in the amount of \$12,204.00.
- 8.9 Scott Konkle- Vote on Sublease Agreement with Williamsport Area School District to place radio antenna and radio equipment on the County's Bald Eagle and Shriver's Ridge radio tower.
- 8.10 Rodney Morehart- Vote on the following 23 Nutrient Trading landowner contracts Agreements.
- 8.11 Rodney Morehart- Vote on the following 3 Nutrient Trading credit buyers Agreements.
- 8.12 Jason Yorks- Vote on the frame engine rebuild for Recycling truck 34 with Sunbury Motors in the amount of \$20,995.81.
- 8.13 Shannon Rossman- Vote on the allocation of COVID-19 CRBG grant funds and Subrecipient agreements to small businesses in Lycoming County as attached hereto in the amount of \$137,650.00.

- 8.14 Jenny Picciano- Vote on submitting 2020/2021 PHARE grant application to PHFA requesting for the following seven projects as attached hereto in the amount of \$948,000.00.

## **9.0 COMMISSIONER COMMENT**

### **10.0 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.

### **11.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday November 12, 2020, at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.