

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 MINUTES
TUESDAY September 8, 2020
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare
Commissioner Mirabito
Director McDermott
Solicitor Smith**

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 **Mr. Mussare moved to approve all. Mr. Mirabito 2nd the motion. Approved 3-0.**

1.5 Public Comment (Agenda Items Only) **NONE**

2.0 PERSONNEL ACTIONS

Roxanne Grieco – Approve the following personnel actions:

Mr. Mirabito moved to approve all. Mr. Mussare 2nd the motion. Approved 3-0.

- 2.1 Courts- MDJ Frey- Tiffany Nunn, Full-Time Replacement, Clerk III Paygrade 4, \$13.95/ Hourly. Effective 9/21/20.
- 2.2 Public Defender- Tyler S. Calkins, Full-Time Replacement, Assistant Public Defender, Paygrade APD, \$53,282.64/Salary. Effective 9/14/20.
- 2.3 Prison- Keith F. Gleckl Jr., Full-Time Replacement Correctional Officer Relief, Paygrade CO1, \$17.23/Hourly. Effective 9/22/20.
- 2.4 Domestic Relations- Jennifer L. James, Full-Time Replacement Domestic Relations Officer, Paygrade DRO, \$42,836.33/Salary. Effective 9/21/20.
- 2.5 Courts- Judge Butts- Janine M. Haughton, Full-Time Replacement, Law Clerk, Paygrade 8, \$38,548.49/Salary. Effective 10/12/20.
- 2.6 Controller- Cynthia M. Burnett, Full-Time Replacement/Promotion, Financial Technician, Paygrade 6, \$18.18/Hourly. Effective 9/20/20.

3.0 REPORTS/INFORMATION ITEMS

- 3.1 Mya Toon- Acknowledge revision to the County's Purchasing Manual to reflect grant-related purchases.
- 3.2 Mya Toon- Withdraw bids for replacement steel apron pan belt conveyor system at the transfer station.
- 3.3 Thursday- Acknowledging Childhood Cancer Awareness Month.
- 3.4 Thursday- Acknowledging National Payroll Week.

4.0 ACTION ITEMS

- 4.1 Mya Toon- Vote to award RFP for a Reentry Program Coordinator.
Mr. Metzger moved to approved Geo. Mr. Mussare 2nd the motion. Mr. Mirabito Opposed. Approved 2-0.
- 4.2 Mya Toon- Vote on Emergency Resolution. **On hold. Waiting for Documentation.**

4.3 Jason Yorks- Vote on Changer Order No. 5 with Barton & Longuidice and R & L Development Company to extend the completion date by 15 days. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

4.4 Krista Rogers- ADEC discussion. **Discussion on Thursday.**

5.0 COMMISSIONER COMMENT: NONE

6.0 PUBLIC COMMENT: NONE

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.

7.0 NEXT SCHEDULED MEETING

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

****Please refer to video recording of meeting for more detailed information.**

<https://www.youtube.com/channel/UCSRDCV2YEbfonPDRfPMnEuw/videos>