

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, February 11, 2020
10:00 A.M.**

AGENDA ITEMS ARE SUBJECT TO CHANGE WITHOUT NOTICE

1.0 BID OPENING

Nicki Gottschall/Heather Lehman- Bid opening for RMS Equipment Tires and Tire Repair

McCarthy Tire
Service Tire Truck Centers

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 Accounts payable cash cash requirement through February 19, 2020, for payment on February 12, 2020 is \$889,946.14.

2.1.2 Approve accounts payable cash requirement report through February 26, 2020, for payment on February 19, 2020 upon review and approval by the Commissioners.

3.0 EMPLOYEE SERVICE AWARDS NONE

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

An agenda item that requires action on Tuesday.

4.0 TDA ACTIONS

4.1 Roxanne Grieco – Approve update to the TDA Report Effective 2/1/20.

4.1.1 VOTER SERVICES- Removal of one (1) Part-time Clerk I.

5.0 PERSONNEL ACTIONS

5.1 Roxanne Grieco – Approve the following personnel actions:

5.1.1 DPS-John D. Yingling, Part-time Temporary DPS Special Projects, Paygrade 11 \$35.00/Hourly. New Position, Not to exceed 500 hours. Effective 2/18/20.

5.1.2 DPS/Communications- Joshua R. Hewlett, Full-time Replacement DPS Telecommunication I- WOE. Paygrade 6 \$16.95/Hourly. Effective 2/24/20.

5.1.3 Courts/Judge Tira-Alexandra D. Sholley, Full-time Replacement Law Clerk II, Paygrade 11 \$50,548.35. Effective 2/18/20.

5.1.4 RMS-Resource Recovery- Andrew Miller, Full-time Replacement Equipment Operator, Paygrade 6 \$18.492404/Hourly Effective 2/23/20

5.1.5 RMS-Resource Recovery- Eric S. Maneval, Full-time Replacement Material Recovery Facility Maintenance Specialist, Paygrade 7 \$18.08/Hourly Effective 2/18/20.

5.1.6 Planning & Community Development-John E. Lavelle III, Full-time Promotion/Replacement Deputy Director Planning & Community Development- Paygrade 12 \$69,246.76. Effective 2/23/20.

5.1.7 Planning & Community Development- Heather L. George, Full-time Replacement Clerk IV, Paygrade 5 \$15.22/Hourly. Effective 2/18/20.

6.0 SALARY BOARD ACTIONS

6.1 Roxanne Grieco – Approve update to Salary Schedule. Effective 2/1/20.

6.1.1 VOTER SERVICES- Removal of one (1) Part-time Clerk I.

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7.0 REPORTS/INFORMATION ITEMS

7.1 Mya Toon- Cancel Bid Solicitation for Levee

8.0 ACTION ITEMS

- 8.1 Mya Toon – Grant and Monitoring Agreement with Lycoming Police Camp Cadet Foundation Inc. in the amount of \$3000.00.
- 8.2 Mya Toon - Grant and Monitoring Agreement with Law Enforcement & Police Training Association in the amount of \$25,000.00.
- 8.3 Kristin McLaughlin / Jenny Picciano- Amendment 1 to Cooperative Agreement with Jersey Shore Borough for the Meadow Alley Reconstruction Project to extend the termination date to April 30, 2020.
- 8.4 Kristin McLaughlin / Jenny Picciano- Amendment 1 to Cooperative Agreement with Montoursville Borough for the Montoursville Curb Cuts Phase II Project to extend the termination date to April 30, 2020.
- 8.5 Kristin McLaughlin / Jenny Picciano- Amendment 1 to Cooperative Agreement with West Branch Regional Authority for the Montgomery Sewer Lateral Repair Project to extend the termination date to April 30, 2020.
- 8.6 Jason Yorks - Amendment #3 with Cleveland Brothers Equipment Co., Inc. for preventive and scheduled maintenance.
- 8.7 Jason Yorks - Agreement with Davis-Ulmer Sprinkler Company, Inc. for repairs and service to the fire detection and alarm systems.
- 8.8 Chelsea Blair- Flood Mitigation Assistance Grant Program Agreement.
- 8.9 Roxanne Grieco- Agreement with The Roberts Company for the staffing of temporary employees.
- 8.10 Scott Konkle- Agreement with Keystone Communications for maintenance and support of the Nokia Microwave.
- 8.11 Scott Konkle- Amendment to Agreement with Eaton Corporation for preventive maintenance and support for the uninterruptible power supply (UPS).
- 8.12 Matthew McDermott- Engagement Letter with Baker Tilly 2019 Audit for \$69,650.00.
- 8.13 Kelle Robinson- Lycoming County Emergency Operations Plan.

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- 8.14 Kelle Robinson- North Central PA Task Force (NCTF) Mutual Aid and Intergovernmental Cooperation Agreement.
- 8.15 Kelle Robinson- Memorandum of Agreement between Private Industry Council of Centre County, Inc. and North Central Task Force.
- 8.16 Jerry Kennedy- Purchase of Replacement Hardware for the Solomon Financial Server at RMS in the amount of \$14,288.98.

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, February 13th, 2020, at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

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