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Vice Chairman
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LYCOMING COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA TUESDAY, MARCH 10, 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/Nicki Gottschall – Approve the following Accounts Payable Cash Requirement Report(s):

2.1.1 Through March 18, 2020, for payment on March 11, 2020 is \$ 293,085.22

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 RMS- Brian R Hillis, Fulltime replacement Resource Recovery Truck Driver, Paygrade 6, \$ 17.007239 per hour. Effective: 3/22/20.

5.1.2 Maintenance-Paul O Turner, Fulltime replacement Custodial Worker, Paygrade 2, \$11.79 per hour. Effective: 3/23/20.

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

An agenda item that requires action on Tuesday.

- 5.1.3 Adult Probation-Katie L Pratt, Fulltime replacement Adult Probation Officer, Paygrade APO \$21.95 per hour. Effective: 3/16/20.
- 5.1.4 Conservation District-Nell V Barbour, Part-time West Nile Virus Technician, Paygrade 7, \$16.83 per hour. Not to exceed 1000 hours annually. Effective: 4/6/20.

6.0 SALARY BOARD ACTIONS

None

7.0 REPORTS/INFORMATION ITEMS

- 7.1 Mya Toon- RFP for Re-Entry Program Coordinator.
- 7.2 MS Awareness week Proclamation is being presented Thursday.
- 7.3 Proclamation to proclaim the month of March as Procurement Month.

8.0 ACTION ITEMS

- 8.1 Mya Toon- Rental Agreement with Golf Cart Services, Inc. for the lease of (24) golf carts in the amount of \$17,265.00.
- 8.2 Mya Toon- Agreement with CDI BTM to replace the Adult Probation Records Management System with BTM Software Solutions in the amount of \$9,350.00.
- 8.3 Mya Toon- 3-Year License Agreement with Environmental Systems Research Institute, Inc. for GIS Software. In the amount of \$185,000.00.
- 8.4 Mya Toon- Annual Maintenance Agreement with KeyMark IMR, Inc. for the Prothonotary's Office in the amount of \$11,240.09.
- 8.5 Mya Toon- Subrecipieint Agreement with West Branch Drug & Alcohol Abuse Commission for Act 152 and Behavioral Health Services Initiative (BHSI) grant funds.
- 8.6 Mya Toon- Purchase of flags for Veteran's Affairs from Flag Zone, in the amount of \$11,592.00.
- 8.7 Mya Toon- Award grant application from the Department of Commerce's Economic Development Administration (EDA) for assistance with the Greater Williamsport Levee Rehabilitation project. Amount of \$5,600,000.
- 8.8 Mya Toon- Agreement with Geisinger Clinic for expert consultation for the District Attorney's Office.
- 8.9 Mya Toon- Auction and disposal of a 2002 Ford Explorer with Enterprise Fleet Management.
- 8.10 Mya Toon- List of approved contracts below \$10,000 for the month of February.

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- 8.11 Dave Bonus/ Michael Hnatin- Award Bid for Rental Equipment for RMS to the following: Allison Crane & Rigging, Inc.; Best Line Equipment; Cleveland Brothers Equipment Company, Inc.; Commonwealth Equipment Corporation; Five Star Equipment, Inc.; Groff Tractor; Lundy Construction Company, Inc./DBA Susquehanna Crane Service; and United Rentals North America, Inc. As needed basis.
- 8.12 Dave Bonus/ Michael Hnatin - Award Bid for Equipment Tires & Tire Repair for RMS to the following: McCarthy Tire and Service Tire Truck Centers. As needed basis.
- 8.13 Dave Bonus/Michael Hnatin- Purchase request for (1) new waste compactor and its accessories from Sebright Products. Amount of \$155,684.00.
- 8.14 Dave Bonus/Michael Hnatin- Purchase request of a new fuel island safety-loading platform from Benco Products, Inc. Amount of \$15, 775.00.
- 8.15 Ken George- Agreement with Hunter & Lomison, Inc. for the purchase and installation of generator for the Lycoming County Courthouse. Amount of \$58,111.

9.0 **BOARD OF ASSESSMENT REVISIONS**

9.1 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, March 12, 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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