

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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COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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LYCOMING COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

**Tuesday, January 05, 2021
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 **Vote on the Minutes of the Previous Meeting**
- 1.5 **Public Comment (Agenda Items Only)**

2.0 BID OPENING

Krista Rogers

- 2.1 **Golf Carts – No bid received**
- 2.2 **Construction of Relief Wells – One (1) Bidder – Minichi, Inc.**

3.0 REPORTS/INFORMATION ITEMS

- 3.1 *Mya Toon*
Acknowledge the rebid of bread products

4.0 ACTION ITEMS

- 4.1 *Mya Toon*
Vote on Agreement with Corrections Development Inc. for the District Attorney's Office.
- 4.2 *Mya Toon*
Vote on FY 2020-2021 Juvenile Court Judges' Commission Juvenile Probation Services Grant Award in the amount of, \$ 242,417.00

- 4.3 *Mya Toon*
Vote on the Amendment to FY 2018 State Homeland Security Grant Program between the Pennsylvania Emergency Management Agency and the North Central Task Force
- 4.4 *Mya Toon*
Vote on the SAVIN Maintenance and Service Agreement between the PA District Attorneys Institute and the County
- 4.5 *Shannon Rossman*
Vote on the allocation of COVID-19 Grant funds and Grant & Monitoring Agreement to Lycoming County municipalities, Fire & EMS, small businesses, and non-profits, as attached hereto.
- 4.6 *Roxanne Grieco*
Vote on Resolution 2021-01 for the revised Lycoming County Table of Distribution and Authorizations 2021
- 4.7 *Roxanne Grieco*
Vote on the Lycoming County Table of Distribution and Authorizations 2021
- 4.7.1 **Addition of one (1) Full-Time, Deputy Coroner
Paygrade 7, per 2021 Budget**
- 4.8 *Roxanne Grieco*
Vote on the update to Lycoming County Policy and Procedures Manual for the following policies: 400 (job code listing) and 401(County Pay Plans) as of January 01, 2021
- 4.9 *Roxanne Grieco*
Vote on Personnel Actions Report for November and December 2020

<i>RECESS COMMISSIONERS' MEETING</i>

5.0 SALARY BOARD

- 5.1 *Scott Metzger*
Convene Salary Board Meeting
- 5.2 *Roxanne Grieco*
Vote on the Lycoming County Salary Schedule for 2021
- 5.2.1 **Addition of one (1) Full-Time
Deputy Coroner, Paygrade 7, per 2021 Budget**

5.3 *Scott Metzger*
Recess Salary Board Meeting

RECONVENE COMMISSIONERS' MEETING

6.0 **PERSONNEL ACTIONS**

6.1 *Roxanne Grieco*

Vote on the following personnel actions:

6.1.1 **Courts-Catherine Winder, Full-Time Replacement/Promotion
Clerk IV, Paygrade 5, \$ 22.42/Hourly. Effective 02/21/2021**

6.1.2 **District Attorney- Eric A. Williams, Full-Time Replacement
Assistant District Attorney, \$ 53,543.83/Salary. Effective 01/11/2021**

6.1.3 **DPS Communications- Garrett McKinney,
Full-Time Replacement/Promotion
Senior Public Safety GIS Program Manager, Paygrade 9
\$ 46,361.02/Salary. Effective 01/24/2021**

6.1.4 **DPS Communications- Dustin Williams,
Full-Time Replacement/Promotion
CAD Training Coordinator-Telecommunication I, Paygrade 9
\$ 24.52/Hourly. Effective 01/3/2021**

7.0 **COMMISSIONER COMMENT**

8.0 **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.

9.0 **NEXT SCHEDULED MEETING**

The next Commissioners Work Session will be held on **Thursday, January 07, 2021,** at **10:00 A.M.** in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

Total Amount Remaining to be Distributed	\$ 849,232.02
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Municipal	
Municipality	Recommended Amount
ARMSTRONG TOWNSHIP	\$ 6,129.71
BOROUGH OF MONTOURSVILLE	\$ 6,292.95
LCWSA	\$ 12,544.43
MUNCY BOROUGH	\$ 27,620.46
OLD LYCOMING TOWNSHIP	\$ 3,871.63
WEST BRANCH REGIONAL AUTHORITY	\$ 14,663.20
MUNCY TOWNSHIP	\$ 6,165.00
SOUTH WILLIAMSPORT	\$ 38,631.37
CITY OF WILLIAMSPORT	\$ 9,999.31
Total Amount	\$ 145,538.06

Fire & EMS	
Organization	Recommend Amount
WATERVILLE VFC	\$22,152.00
INDEPENDENT FIRE CO #1 BORO OF SOUTH WILLIAMSPORT	\$48,072.77
CITIZENS HOSE COMPANY OF JERSEY SHORE	\$48,785.92
PLUNKETTS CREEK TOWNSHIP FIRE DEPARTMENT*	\$0.00
WILLING HAND HOSE CO #1	\$77,633.27
Total Amount	\$197,643.96

* Declining grant due to funds received through another CARES source

APPLICATIONS RECEIVED BY December 4th:	
Small Business	Recommended Amount
Brickyard	\$ 15,000
Cupps Auto Service	\$ 10,000
George Day Landscaping	\$ 12,500
Grace Buffet	\$ 17,500
Hulls Landing	\$ 15,000
Jamabar LLC	\$ 15,000
Marcellus Supply	\$ 2,300
Old Corner Hotel	\$ 15,000
Orlando's Restaurant	\$ 15,000
Silver Thorn Tavern	\$ 15,000
Yen King Chinese Restaurant	\$ 3,000
*Nomad Distillery	\$ 15,000
Total Amount	\$ 150,300

*application received by December 4th Deadline

Applications Left from 1st Round of Small Businesses	
Small Business	Recommended Amount
Moon & Raven	\$17,750
Datman	\$4,000
Hotel Kast	\$23,750
Total Amount	\$45,500

Applications Left from 1st Round of Non-Profits	
Non-Profit	Recommended Amount
Susquehanna Valley CASA	\$ 36,250.00
WEST BRANCH DRUG & ALCOHOL ABUSE COMMISSION	\$ 20,000.00
ROYAL P STEINBACHER AMERICAN LEGION	\$1,000
YWCA	\$ 30,000.00
SOL	\$3,000
Total Amount	\$ 110,250.00

2nd Round of Non-Profits	
Non-Profit	Recommended Amount
Joinder Board	\$50,000
STEP	\$50,000
American Rescue Workers	\$50,000
TLC	\$50,000
*Billy O Brandt	\$0
Total Amount	\$200,000

* Billy O Brandt misfiled their paperwork and are a 501c4 and is not eligible

Attachment: Reference Action Item 4.5