

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

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LYCOMING COUNTY BOARD OF COMMISSIONERS
Public Meeting Agenda
Tuesday, October 19, 2021
10:00 A.M.

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)
- 1.6 Informational Series: "County Departments and what they do for you".
Ed McCoy- APO

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 10/27/2021 to be paid on 10/20/2021 in the amount of \$976,751.01.

3.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

- 3.1 Public Defender-
Reclassify the 1st Assistant Public Defender Position from paygrade 13 to paygrade 14.
- 3.2 Facilities Management-
Addition of three (3) Maintenance III Positions, paygrades 7/8.
- 3.3 Prison-
Reclassify Administrative Specialist Position, paygrades 5/6 from and 7.5 hour day position to an 8-hour day position.
- 3.4 Pre-Release-
Reclassify Administrative Specialist Position, paygrade 5/6 to Clerk III, paygrade 4 –
Change 8-hour day to 7.5-hour day.

Recess Commissioners Meeting for the Salary Board

4.0 SALARY BOARD

Roxanne Grieco – Approve update to the following salary schedule(s):

- 4.1 Public Defender-
Reclassify the 1st Assistant Public Defender Position from paygrade 13 to paygrade 14.
- 4.2 Facilities Management-
Addition of three (3) Maintenance III Positions, paygrades 7/8.
- 4.3 Prison-
Reclassify Administrative Specialist Position, paygrades 5/6 from and 7.5 hour day position to an 8-hour day position.
- 4.4 Pre-Release-
Reclassify Administrative Specialist Position, paygrade 5/6 to Clerk III, paygrade 4-
Change 8-hour day to 7.5-hour day.
- 4.5 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

Roxanne Grieco – Approve the following personnel action(s):

- 5.1 RMS- Transfer Station- Jeffrey S. O'Conner, Full-Time Replacement Truck Driver, Paygrade 6, \$16.76/hourly. Effective: 11/1/21.
- 5.2 Courts- Janine M. Mastracco, Fulltime Reclassification, Scheduling Technician, Paygrade 6, \$16.76/hourly. Effective: 10/31/21.

6.0 INFORMATION ITEMS

- 6.1 Mya Toon- Acknowledge the County will be requesting bids for the Timber Run Improvements Project
- 6.2 Eve Adrian- Final Clean Water Action Plan (CAP) Presentation.

7.0 ACTION ITEMS

- 7.1 Roxanne Grieco- Vote on Policy 611- Smoke, Tobacco and Vape-Free Workplace.
- 7.2 Mya Toon-Vote to award ITB for Flood Plain Housing Remediation Project to Elijah LLC in the amount of \$55,000.00. Budgeted Item, 100% grant reimbursable.
- 7.3 Mya Toon- Vote on amendment to Agreement with GTL.
- 7.4 Mya Toon- Vote to award RFP for Printing of Absentee Ballots and Mail-In Ballots. Budgeted Item

- 7.5 Scott Kramer- Vote to award RFP for Rural Broadband Deployment to Windstream LLC.
- 7.6 Leslie Kilpatrick- Vote on agreement with Marco Inc. in the amount of \$39,948.51. 2021 budgeted item.
- 7.7 Lauren Strausser- Vote on amendment to Agreement-Green Chip-Electronic Recycling Amendment.
- 7.8 Jerry Kennedy- Vote on the purchase of 3 new Stenograph machines in the amount of \$15,435.00. 2021 budgeted item.

8.0 COMMISSIONER COMMENT

9.0 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.

10.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Tuesday October 26, 2021 at 10:00A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza,330 Pine Street, Williamsport, PA 17701.