

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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LYCOMING COUNTY BOARD OF COMMISSIONERS
Public Meeting Agenda
Tuesday, October 26, 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 Proclamation for National Lead Poisoning Prevention Week
- 1.7 Informational Series: "County Departments and what they do for you".
Mya Toon- Purchasing

2.0 BID OPENINGS

Krista Rogers- Invitation to Bid on Truck Scale System Rebuild Project

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens– Cash Requirements Report through November 03, 2021 for payment October 27, 2021 in the amount of \$699,031.25.

4.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

- 4.1 Budget & Finance-
Reclassify Administrative Specialist, paygrade 5/6 to Junior Accountant, paygrade 7.
Effective: 10/31/21

Recess Commissioners Meeting for the Salary Board

5.0 SALARY BOARD

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

- 5.1 Budget & Finance-
Reclassify Administrative Specialist, paygrade 5/6 to Junior Accountant, paygrade 7.
Effective: 10/31/21
- 5.2 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

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

- 6.1 Budget & Finance- Michele M. McDermott, Full-Time Reclassification Junior Accountant, Paygrade 7, \$40,500.68/Salary. Effective: 10/31/21.
- 6.2 Budget & Finance- Lori L. Weston, Full-Time Replacement Lead Fiscal Technician, Paygrade 7, \$25.07/hourly. Effective: 10/31/21.
- 6.3 Public Defender- Jeana A. Longo, Full-Time Replacement 1st Assistant Public Defender, Paygrade 14, \$95,694.81/Salary. Effective: 11/29/21.
- 6.4 Soil Conservation- Emily E. Bruce, Full-Time Replacement Soil Conservation Technician, Paygrade 7, \$35,642.46/Salary. Effective: 11/1/21.
- 6.5 Prison- Tammy M. Toner, Full-Time Replacement Administrative Specialist, Paygrade 6, \$21.52/hourly. Effective: 10/31/21.
- 6.6 Veteran Affairs- Keely J. Hitchens, Full-Time Replacement Clerk III, Paygrade 4, \$16.51/hourly. Effective: 10/31/21.
- 6.7 District Attorney- Gwendeleen S. Brion, Full-Time Reclassification Paralegal, Paygrade 7, \$18.26/hourly. Effective: 10/31/21.
- 6.8 Pre-Release- Kyle D. Caffas, Full-Time Replacement Resident Supervisor, Paygrade 5, \$15.37/hourly. Effective: 11/1/21.

7.0 INFORMATION ITEMS

- 7.1 Mya Toon- Invitation to Bid for Food Products
- 7.2 Mya Toon- Invitation to Bid for Bread Products

8.0 ACTION ITEMS

- 8.1 Mya Toon- Vote on agreement with PharmChem Inc. 2021 Budgeted item.
- 8.2 Mya Toon- Vote on Grant & Monitoring Agreement with Franklin Township for Lairdsville Sewer Project. In the amount of \$500,000.00.

- 8.3 Mya Toon- Vote to approve Loan Agreement with Franklin Township not to exceed \$700,000.
- 8.4 Mya Toon- Vote on agreement with Tiadaghton Valley Municipal Authority for Act 13 Funds in the amount of \$44,849.25.
- 8.5 Mya Toon- Vote on Amendment 3 to Agreement with DSI-ITI.
- 8.6 Mya Toon- Award remaining ITB for food products to Keyco Distributors and Feesers, Inc. 2021 budgeted item.
- 8.7 Mya Toon- 2 Subrecipient Agreement with Union County for 4-County Broadband Project.
- 8.8 Jason Yorks- Vote on amendment to agreement with Accent Wire Tie. Budgeted item.
- 8.9 Matthew McDermott- Vote on DRO Performance Bonus.
- 8.10 Shannon Rossman- Vote on CAP Coordination and CAP Implementation Grant in the total amount of \$1,429,217.

9.0 COMMISSIONER COMMENT

10.0 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.

11.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Tuesday November 9, 2021 at 10:00A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza,330 Pine Street, Williamsport, PA 17701

***There will not be a Public meeting on November 2, 2021.**