

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
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LYCOMING COUNTY BOARD OF COMMISSIONERS

Meeting Agenda

Tuesday, October 05, 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)

2.0 BID OPENINGS

Krista Rogers –

- Lycoming County Flood Plain Housing Remediation Project at 200 McKinney St County of Lycoming.
- Food Products.

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens – pending information

4.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

- 4.1 Courts- Replace One (1) Full-Time Executive Secretary Position, Paygrade 5 (Judge Lovecchio) with Two (2) Part-Time Executive Secretaries, Paygrade 5- Limited to 1000 hours annually, from November 4, 2021 through December 31, 2023.
- 4.2 Courts:
 - A. Reclassify One (1) Court Scheduler, Paygrades 6/7 to a Scheduling Technician, Paygrades 5/6.
 - B. Reclassifying One (1) Clerk III, Paygrade 4 to a Scheduling Technician position, Paygrades 5/6.
 - C. Reclassify One (1) Clerk IV, Paygrade 5 to an Administrative Specialist, Paygrades 5/6.

- 4.3 DPS- Communications- Reclassify Telecommunicators into the following new categories effective October 17, 2021:
- A. New Hire- Telecommunicator Trainee- Paygrade 6
 - B. Advance to Telecommunicator I (Call Taker)- Paygrade 6
 - C. Advance to Telecommunicator II (Call Taker and Radio Operator) Paygrade 7
 - D. Telecommunicator III (Supervisor) Paygrade 8

Recess Commissioners Meeting for the Salary Board

5.0 SALARY BOARD

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

- 5.1 Courts- Replace One (1) Full-Time Executive Secretary Position, Paygrade 5 (Judge Lovecchio) with Two (2) Part-Time Executive Secretaries, Paygrade 5- Limited to 1000 hours annually, from November 4, 2021 through December 31, 2023.
- 5.2 Courts:
- A. Reclassify One (1) Court Scheduler, Paygrades 6/7 to a Scheduling Technician, Paygrades 5/6.
 - B. Reclassifying One (1) Clerk III, Paygrade 4 to a Scheduling Technician position, Paygrades 5/6.
 - C. Reclassify One (1) Clerk IV, Paygrade 5 to an Administrative Specialist, Paygrades 5/6.
- 5.3 DPS- Communications- Reclassify Telecommunicators into the following new categories effective October 17, 2021:
- A. New Hire- Telecommunicator Trainee- Paygrade 6
 - B. Advance to Telecommunicator I (Call Taker)- Paygrade 6
 - C. Advance to Telecommunicator II (Call Taker and Radio Operator) Paygrade 7
 - D. Telecommunicator III (Supervisor) Paygrade 8
- 5.4 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

Recess Commissioners Meeting for Board of Assessment Revisions

6.0 BOARD OF ASSESSMENT REVISIONS

- 6.1 Brooke Wright- Real Estate Exemptions- 73-005-108- George & Linda Whaley
- 6.2 Brooke Wright- Real Estate Refund- 73-005-102 – Thomas R. Dean - \$207.19

Reconvene Commissioners' Public Meeting

7.0 PERSONNEL ACTIONS

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

- 7.1 Information Services- Cody A. Myers, Full-Time Reclassification Network Engineer
Paygrade 9, \$44,480.11/Salary. Effective: 10/17/21.
- 7.2 Vote on personnel actions processed in the month of September 2021.

8.0 ACTION ITEMS

- 8.1 Nancy Ackley - Vote on agreement for JPO City Mission 2021-2022.
- 8.2 Jason Yorks- Vote on agreement with Petro Choice.
- 8.3 Beth Baylor- Vote on agreement with United Power System UPS in the amount of
\$17,400.00.

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 October 12, 2021 at 10:00A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.