

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, June 29, 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 Approve the Minutes of the Previous Meeting
- 1.5 Public Comment (Agenda Items Only)

2.0 INFORMATIONAL SERIES:
County Departments and what they do for you.
Jeffery Hutchins- Department of Public Safety

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Approve the following cash requirement report(s):

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 07/07/2021 to be paid on 06/30/2021 in the amount of \$1,955,190.40

4.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

- 4.1 Information Services
Rename the Following Positions:

One (1) Programmer I position to a Software Specialist paygrades 7/8
One (1) Programmer II position to a Software Analyst paygrades 9/10

- 4.2 Maintenance- Creation of Deputy Director position paygrades 11/12

- 4.3 RMS- Business Office- Removal of Purchasing Agent/RMS paygrade 7/8.

Recess Commissioners' Public Meeting

5.0 SALARY BOARD ACTIONS

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

- 5.1 Information Services

Rename the Following Positions:

One (1) Programmer I position to a Software Specialist paygrade 7/8

One (1) Programmer II position to a Software Analyst paygrade 9/10

- 5.2 Maintenance- Creation of Deputy Director position paygrades 11/12

- 5.3 RMS- Business Office- Removal of Purchasing Agent/RMS paygrade 7/8.

- 5.4 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

6.0 PERSONNEL ACTIONS

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

- 6.1 Planning & Community Development- Mark L. Haas, Full-Time Replacement/Promotion, Development Services Supervisor, Paygrade 9, \$42,986.70/Salary. Effective: 7/11/21.

- 6.2 Courts- Janine M. Mastracco, Full-Time Replacement, Clerk III, paygrade 4, \$14.09/hourly. Effective: 7/6/21.

- 6.3 Domestics- Dawn Coleman, Full-time Replacement, Clerk III, paygrade 4, \$14.09/hourly. Effective: 7/6/21.

- 6.4 Sheriff- Adam J. Ross, Part-Time Replacement, Deputy Sheriff, paygrade PDS, \$21.338194/hourly, not to exceed 1000 hours annually. Effective: 6/27/21.

7.0 INFORMATION ITEMS

Mya Toon-Acknowledge the County will be requesting proposals for tower and construction services for (3) Sites.

8.0 ACTION ITEMS

- 8.1 Roxanne Grieco- Vote on update to Policy number 101- Reaffirmation of Policies Equal Employment Opportunity.
- 8.2 Jeffrey Hutchins- Vote to extend the Coronavirus Disaster Declaration
- 8.3 Mya Toon- Vote on Agreement with John Galaznik, M.D. 2021 budgeted item.
- 8.4 Mya Toon- Vote to purchase mental health first aid training manuals for Lycoming-Clinton Joinder Board in the amount of \$9,030.00. CRBG Convenience Funds.
- 8.5 Mya Toon- Vote on Amendment to Lease Agreement with ARD Operating, LLC.
- 8.6 Mya Toon- Vote on COVID-19 American Rescue Plan Act Local Fiscal Recovery funds grant application and award in the amount of \$22,000,000.00.
- 8.7 Jason Yorks- Vote on the purchase of a new Ford F550 Dump Truck from Sunbury Motors Ford in the amount of \$57,497.00. 2021 budget item.
- 8.8 Jason Yorks- Vote on Amendment to Agreement with Accent Wire Tie. 2021 budgeted item.
- 8.9 Jason Yorks- Vote on Amendment to Agreement with Bearing & Drive Solutions IV, Inc. 2021 budgeted item.
- 8.10 Ken George- Vote on Amendment to Agreement with M & M Asphalt Cooperation.
- 8.11 Ken George- Vote on Amendment to Agreement with Monitronics International, Inc. dba Brinks Home Security in the amount of \$185.37/month/\$2,224.44/year. 2021 budgeted item.
- 8.12 Jerry Kennedy- Vote on Agreement with GovPilot LLC. In the amount of \$39,600.00/year. Not a 2021 budgeted item.
- 8.13 Jenny Picciano- Vote on Third Amendment to Agreement with ATC Group Services dba BCM Engineers in the amount of \$11,235.00. 2021 budgeted item.
- 8.14 Kristin McLaughlin- Vote on Subrecipient Agreement with STEP, Inc. in the amount of \$55,000.00.
- 8.15 Kristin McLaughlin- Vote on Amendment #3 to Cooperative Agreement.
- 8.16 Kristin McLaughlin- Vote on Amendment #4 to Cooperative Agreement.
- 8.17 Matthew McDermott- Vote on allocation of \$50,000 towards the Rider Park renovations.

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 July 6, 2021 at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.