

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, August 17, 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 Presentation- National Breast-Feeding Month

**2.0 INFORMATIONAL SERIES:**  
**County Departments and what they do for you.**

\*Forrest Lehman – Voter Services Department

**3.0 BID OPENINGS**

- \*Emergency Repairs to Hughesville Streambank Protection Project
- \*Paving Project at 2107 Lycoming Creek Rd., Williamsport.

**4.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

**Brandy Clemens– Pending information**

**5.0 TDA ACTIONS**

Roxanne Grieco – Approve update to the TDA Report

- 5.1 RMS- Operations- Remove Temporary Equipment Operatory position. Paygrade 5/6. Effective August 8, 2021.
- 5.2 Voter Services – Create one (1) Part-Time Clerk III Paygrade 4 position.

- 5.3 Commissioners – Purchasing – Create one (1) Full-Time Procurement & Grant Officer Paygrades 8/9.

***Recess Commissioners Meeting for the Salary Board***

**6.0 SALARY BOARD**

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

- 6.1 RMS- Operations- Remove Temporary Equipment Operatory position. Paygrade 5/6. Effective August 8, 2021.
- 6.2 Voter Services – Create one (1) Part-Time Clerk III Paygrade 4 position.
- 6.3 Commissioners – Purchasing – Create one (1) Full-Time Procurement & Grant Officer Paygrades 8/9.
- 6.4 Adjourn Salary Board Actions

***Reconvene Commissioners’ Public Meeting***

**7.0 PERSONNEL ACTIONS**

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

- 7.1 Prison- Elizabeth Fox, Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/ hourly. Effective: 8/29/21.
- 7.2 Prison- Tucker D. Frey, Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/ hourly. Effective: 8/23/21.
- 7.3 RMS-Operations- Timothy R. DeHart, Full-Time Replacement, Equipment Operator, Paygrade 6, \$18.00/Hourly. Effective 8/8/21.
- 7.4 Prison- Angela Lepley, Full-Time Replacement, Clerk III, Paygrade 4, \$14.09/Hourly. Effective 8/23/21.
- 7.5 DPS-Communications- Arianna Warnagiris, Full-Time Replacement, Telecommunicator I (WOE), Paygrade 6, \$16.76/hourly. Effective 8/17/21.
- 7.6 DPS-Communications- Chelsea L. Ridgeway, Full-Time Replacement, Telecommunicator I (WOE), Paygrade 6, \$16.76/hourly. Effective 8/30/21.
- 7.7 Adult Probation- Kerry Bennett, Full-Time Replacement/Promotion, Paygrade 7, \$24.37/hourly. Effective 8/22/21.

## **8.0 ACTION ITEMS**

- 8.1 Mya Toon- Vote to award bid for inmate detention and supplies to Goaltex Corporation, MTJ American, Charm-Tex, Inc., Victory Supply Inc., and Bob Barker Company Inc. 2021 budgeted item.
- 8.2 Mya Toon- Vote to approve Subrecipient Agreement with River Valley Health & Dental in the amount of \$100,000. Grant funded through FEMA Public Assistance Program.
- 8.3 Mya Toon- Vote to accept Public Assistance Grant Award in the amount of \$100,000.
- 8.4 Kristin McLaughlin- Vote on FFY 2021 Community Development Block Grant Project Selection & Finalization. 2021 budgeted item.
- 8.5 Ken George- Vote on Amendment to contract with TurnKey Construction. 2021 budgeted item.
- 8.6 Kelsey Green- Vote on HMGP 4408 Memorandum of Understanding with Muncy Boro.
- 8.7 Matthew McDermott- Vote on Recruiting and Retention package for the 911 Center.

## **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 August 24, 2021 at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.