

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

\*Brooke Wright and Mark Anderson – Lycoming County Assessment Office

**3.0 BID OPENINGS-**

Krista Rogers- Bid openings for the RFP for Tower and Construction Services for Three Sites.

**4.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 08/11/2021 to be paid on 08/04/2021 in the amount of \$847,503.19.

**5.0 TDA ACTIONS**

Roxanne Grieco – Approve update to the TDA Report

- 5.1 Planning & Community Development- Create one (1) Part-Time Clerk III- Paygrade 4
- 5.2 Public Defender - Create (1) one Part-Time Public Defender Investigator- Paygrade 7

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

## **6.0 SALARY BOARD**

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

- 6.1 Planning & Community Development- Create one (1) Part-Time Clerk III- Paygrade 4
- 6.2 Public Defender - Create (1) one Part-Time Public Defender Investigator- Paygrade 7
- 6.3 Adjourn Salary Board Actions

### ***Reconvene Commissioners' Public Meeting***

## **7.0 PERSONNEL ACTIONS**

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

- 7.1 RMS- Transfer Station- Ronald E. Stoltz Jr., Full-Time Replacement, Truck Driver/Transfer Station, Paygrade 6, \$16.76/ hourly. Effective: 8/16/21.
- 7.2 Pre-Release- Brianna C. Smith, Part-Time Replacement- Not to exceed 1000 hours annually. Pre-Release Driver, Paygrade 4, \$13.09/Hourly. Effective 8/17/21.
- 7.3 Prison- Edward D. Sines Jr., Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/Hourly. Effective 8/9/21.
- 7.4 Approve personnel actions processed in the month of July 2021.

## **8.0 ACTION ITEMS**

- 8.1 Mya Toon- Vote on Lease Agreement with Julie's Coffee.
- 8.2 Mya Toon- - Vote to accept PCCD grant award for Lycoming County Probation Restrictive Conditions.
- 8.3 Mya Toon- Vote to award RFP for Prefabricated Shelter for Hesker Hill to VFP, Inc.
- 8.4 Kelsey Green- Vote on Memorandum of Understanding with Old Lycoming Township for HMGP 4408.
- 8.5 Jerry Kennedy- Vote on hardware support renewal via Melillo. 2021 budgeted item.
- 8.6 Nancy Ackley- Vote on agreement with George Jr. Republic in PA.
- 8.7 Nancy Ackley- Vote on agreement with Diakon Family Life Services.

8.8 Nancy Ackley- Vote on agreement with JusticeWorks Youthcare, Inc.

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