

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, NOVEMBER 30, 2021  
10:00 A.M.**

**ADDITIONS TO AGENDA NOT PREVIOUSLY POSTED**

- STEP/ELRC #7 – Present the Report on the State of Early Learning in Lycoming County and mapping project by STEP and Early Learning Resource Center Region 7 (Operations, 1.7).
- Matthew McDermott – Accept \$25,000 payment from Indigo Sports (Action Item, 6.2).
- Matthew McDermott – Vote to approve Letter of Intent to Chance Aluminum Corp. (Action Item, 8.8).
- Steven Simms – Vote to approve Amendment to Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection (Action Item, 8.11).

**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 – BlaST Intermediate Unit 17 50-Years of Service
- 1.7 **STEP/ELRC #7 – Present the Report on the State of Early Learning in Lycoming County and mapping project.**
- 1.8 County Department Informational Series: "What They Do for You?"
  - Cindy Newcomer – Treasurer's Office

**2.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

N/A

**3.0 TDA ACTIONS**

- 3.1 Roxanne Grieco – Approve update to the TDA Report:

- Resource Management Services: Reclassify Training and Safety Manager, Paygrade 8/9 to Chief Training and Risk Management Officer Paygrade 9/10, Effective 12/12/21.
- Planning and Community Development: Reclassify Administrative Support Supervisor, Paygrade 7/8 to Financial Administrative Supervisor Paygrade 8/9.

*Recess Commissioners' Public Meeting for the Salary Board*

**4.0 SALARY BOARD**

4.1 Convene Salary Board.

4.2 Roxanne Grieco – Approve the following salary board actions:

- Resource Management Services: Reclassify Training and Safety Manager, Paygrade 8/9 to Chief Training and Risk Management Officer Paygrade 9/10, Effective 12/12/21.
- Planning and Community Development: Reclassify Administrative Support Supervisor, Paygrade 7/8 to Financial Administrative Supervisor Paygrade 8/9.

4.3 Adjourn Salary Board.

*Reconvene Commissioners' Public Meeting*

**5.0 PERSONNEL ACTIONS**

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

- Resource Management Services: Alan Little, Chief Training and Risk Management Officer, Reclassification, Paygrade 10, \$49,705.00, Effective 12/12/21.
- Resource Management Services: Casey Swank, Truck Driver, Full Time Replacement, Paygrade 6, \$18.00/hour, Effective 12/6/21.
- Facilities Management: Dennis Straub, Maintenance III, New Position/Promotion, Full Time, Paygrade 8, \$23.00/hour, Effective 12/12/21.
- Facilities Management: David Allen, Maintenance III, New Position/Promotion, Full Time, Paygrade 8, \$23.00/hour, Effective 12/12/21.
- Prison: Trenton Peasley, Maintenance III, Rate Change, Full Time, Paygrade 8, \$23.00/hour, Effective 12/12/21.
- Prison: Joshua Lichter, Maintenance III, Rate Change, Full Time, Paygrade 8, \$23.00/hour, Effective 12/12/21.

- Department of Public Safety: Persephanie Harkins, Telecommunicator Trainee, Full Time Replacement, Paygrade 6, \$16.76/hour, Effective 12/6/21.
- Commissioners' Office: Julie Vogel, Purchasing and Grant Officer, Full Time, New Position, Paygrade 8, Salary \$38,933.97, Effective 12/6/21.

## **6.0 INFORMATION ITEMS**

- 6.1 Dave Huffman – Presentation of the Book One Award to Lycoming County Register and Recorder's Office.
- 6.2 **Matthew McDermott – Accept \$25,000 payment from Indigo Sports.**
- 6.3 Mya Toon/ Shannon Rossman – Acknowledge the County will be requesting bids for Williamsport Region Relief Well Replacement Project (2021/2022 Budgeted Item).
- 6.4 Steven Simms – Acknowledge the LCRMS will be requesting a re-bid for Landfill Scale Rebuild (2021 Budget Item).

*Recess Commissioners' Public Meeting for the Board of Assessment Revisions*

## **7.0 BOARD OF ASSESSMENT REVISIONS**

- 7.1 Convene Board of Assessment Revisions.
- 7.2 Brooke Wright – Approve the following real estate refunds:
  - 64-003-120: Williamsport Family Associates - \$6,635.15
- 7.3 Brooke Wright – Approve the following real estate exonerations as attached hereto as Exhibit (A) to agenda.
- 7.4 Adjourn Board of Assessment Revisions.

*Reconvene Commissioners' Public Meeting*

## **8.0 ACTION ITEMS**

- 8.1 Mya Toon – Vote to approve Grant & Monitoring Agreement with Susquehanna Health Foundation for the SANE (Sexual Assault Nurse Examiner) program.
- 8.2 Mya Toon – Vote to approve Intergovernmental Agreement with River Valley Transit, a Division of the City of Williamsport (2022 Budgeted Item).
- 8.3 Mya Toon – Vote to approve FY 2021 State Homeland Security Grant Program Agreement (2021/2022 Budgeted Item).
- 8.4 Mya Toon – Vote to approve Resolution 2021-014 to update County appointed solicitors and assistant solicitors.
- 8.5 Mya Toon – Vote to approve gas credit cards for JPO, Prison and Coroner's Office.

- 8.6 Mya Toon – Vote to approve Agreement with Air Management Technologies, Inc. (2021/2022 Budgeted Item).
- 8.7 Matt McDermott – Vote to approve Conservation District Director Reappointments and Appointments.
- 8.8 Matthew McDermott – Vote to add to the agenda and approve Letter of Intent to Chance Aluminum Corp.
- 8.9 Steven Simms – Vote to reject all bids received for the Landfill Scale Rebuild.
- 8.10 Steven Simms – Vote to approve Agreement with Sunbury Motor Company (2022 Budgeted Item).
- 8.11 Steven Simms – Vote to approve Rental Agreement with Cleveland Brothers (2021 Budgeted Item).
- 8.12 Steven Simms – Vote to add to the agenda and approve Amendment to Consent Order and Agreement with the Commonwealth of Pennsylvania, Department of Environmental Protection (2021/2022 Budgeted Item).
- 8.13 Nancy Ackley- Vote to approve Agreement with Summit School, Inc. d/b/a Summit Academy (2021/2022 Budgeted Item).
- 8.14 Nancy Ackley – Vote to approve Agreement with Families United Network, Inc. (2021/2022 Budgeted Item).
- 8.15 Nancy Ackley – Vote to approve Agreement with Community Specialist Corp d/b/a The Academy (2021/2022 Budgeted Item).
- 8.16 Leslie Kilpatrick – Vote to approve Agreement with Contrast Communications (2022 Budgeted Item).
- 8.17 Mark Murawski – Vote to approve 2021 County Liquid Fuels Encumbrance for Waterdale Road in Armstrong Twp. (Liquid Fuels Budgeted Item).
- 8.18 Shannon Rossman – Vote to approve Commitment Letter for the Appalachian Regional Commission (ARC) grant application associated with the Timber Run Local Access Road (2021/2022 Budgeted Item).
- 8.19 Kelle Robinson – Vote to approve Land Use License Agreement at Little Pine State Park.
- 8.20 Jerry Kennedy – Vote to approve 3-year software and maintenance Agreement (2021/2022 Budgeted Item).
- 8.21 Jerry Kennedy – Vote to approve Agreement with Melillo Consulting (2021/2022 Budgeted Item).

8.22 Jerry Kennedy – Vote to approve 3-year software subscription (2021/2022 Budgeted Item).

8.23 Jerry Kennedy – Vote to approve 1-year renewal security software package (2021/2022 Budgeted Item).

**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, December 7, 2021, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.