

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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Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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www.lyco.org  
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
TUESDAY, DECEMBER 14, 2021  
10:00 A.M.**

**ADDITIONS TO AGENDA NOT PREVIOUSLY POSTED**

- Chris Ebner – Approve Telemental Health Services Agreement (Action Item, 9.5).

**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 County Department Informational Series: "What They Do for You?"
  - Krista Rogers – Controller's Office

**2.0 BID OPENING**

- 2.1 Krista Rogers – Open the following bids:
  - Timber Run Industrial Park Access Improvements.
  - Collection and Disposal of Trash and Recyclable Materials for Lycoming County Facilities.

**3.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

- 3.1 Brandy Clemens – Approve accounts payable cash requirement report for invoices due through 12/15/2021 to be paid on 12/5/2021.

**4.0 SERVICE AWARDS**

- 4.1 Acknowledge the following employee service award:
  - Steve Smith, 10 years of service

**5.0 TDA ACTIONS**

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

- Pre-Release Center: Change Female Resident Supervisor II, Paygrade 7/8 to Resident Supervisor II, Paygrade 7/8, Effective immediately.

## **6.0 PERSONNEL ACTIONS**

- 6.1 Roxanne Grieco – Approve the following personnel action(s):
- Courts: Helen Mastracco, Clerk III, Part Time Replacement, Paygrade 4, \$13.09/hour, not to exceed 1,000 hours annually, Effective 12/20/21.
  - Courts: Christine B. Swisher, Scheduling Technician, Full Time Replacement, Paygrade 6, \$16.76/hour, Effective 12/27/21.
  - Sheriff: Tami Lin Wenner, Clerk III, Full Time Replacement, Paygrade 4, \$14.09/hour, Effective 12/20/21.
  - Pre-Release Center: Christopher Heisley, Resident Supervisor, Full Time Replacement, Paygrade 5, \$15.37/hour, Effective 12/20/21.
  - Information Services: Jason A. Clarke, Senior Network Engineer, Reclassification, Paygrade 10, \$58,327.50/salary, Effective 12/12/21.

## **7.0 INFORMATION ITEMS**

- 7.1 Mya Toon/Austin Daily – Acknowledge the County will be requesting bids for Construction of Bridge Bundling 2 and 3.
- 7.2 Mya Toon/Austin Daily – Acknowledge the County will be requesting proposals for Construction Inspection Services for Bridge Bundling 2, 3, and 4.
- 7.3 Commissioner Mussare – Acknowledge Barry Rake for his effort and distribution of 15,000 water bottles to youth in Lycoming County toward the “Say No to Drugs” campaign.

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

## **8.0 BOARD OF ASSESSMENT REVISIONS**

- 8.1 Convene Board of Assessment Revisions.
- 8.2 Brooke Wright – Approve the following real estate refunds:
  - 72-002-428 – Larry & Connie Paulhamus - \$132.27
- 8.3 Adjourn Board of Assessment Revisions.

*Reconvene Commissioners’ Public Meeting*

## **9.0 ACTION ITEMS**

- 9.1 Brandy Clemens – Vote to approve Resolution 2021-16 for 2022 Operating Budget.

- 9.2 Brandy Clemens – Vote to approve Resolution 2021-17 for 2022 5-Year Capital Plan.
- 9.3 Brandy Clemens – Vote to approve Resolution 2021-18 for 2022 Millage Rate.
- 9.4 Brandy Clemens – Vote to approve Resolution 2021-19 for 2022 Predetermined Ratio.
- 9.5 Chris Ebner – Vote to approve Telemental Health Services Agreement (Paid for by the Joinder).
- 9.6 Matthew Long – Vote to approve the transfer of Nutrient Trading program funds to the Countywide Clean Water Action Plan (CAP).
- 9.7 Mya Toon – Vote to approve Agreement with Geisinger Clinic on behalf of itself and employees, Dr. Pat Bruno (2022 Budgeted Item).
- 9.8 Mya Toon – Vote to approve Proposal and Sales Agreement with Supply Source (2022 Budgeted Funds Available).
- 9.9 Mya Toon – Vote to approve Act 137 Agreement with Sojourner Truth Ministries, Inc. (Act 137 Funds approved).
- 9.10 Mya Toon – Vote to approve Agreement with Oasis Management Systems, Inc. (2022 Budgeted Item).
- 9.11 Jerry Kennedy – Vote to approve purchase quote with CDW-G (2022 Budgeted Item).
- 9.12 Steven Simms – Vote to approve Agreement with Susquehanna Motor Company, Inc. (2022 Budgeted Item).
- 9.13 Billy Clees – Vote to approve additional funds request form to the Department of Environmental Protection for the CAP Implementation Grant (100% grant funded).
- 9.14 Kristin McLaughlin – Vote to approve Amendment 1 to Subrecipient Agreement with Franklin Township (100% CDBG funded).
- 9.15 Kristin McLaughlin – Vote to approve Resolution 2021-20 CDBG FFY 2021 Funding.
- 9.16 Leslie Kilpatrick – Vote to approve Amendment to Agreement with Windstream Communications (2022 Budgeted Item).
- 9.17 Matthew McDermott – Vote to reappoint/appoint member(s) to the following:
- Lycoming County Housing Authority (5 Year Term)  
Reappoint: Nicoya Catino  
Term Start: January 01, 2022      Term End: December 31, 2026

- Lycoming County Agriculture and Land Preservation Board (4 Year Term)  
 Reappoint: Donald Hepburn  
 Term Start: January 01, 2022      Term End: December 31, 2025  
  
 Reappoint: John Schon  
 Term Start: January 01, 2022      Term End: December 31, 2025  
  
 Appoint: Daryl Krotzer  
 Term Start: January 01, 2022      Term End: December 31, 2025
- Lycoming County Planning Commission Board (4 Year Term)  
 Reappoint: Chase Kelch  
 Term Start: January 01, 2022      Term End: December 31, 2025  
  
 Appoint: Denise Reis  
 Term Start: January 01, 2022      Term End: December 31, 2025
- Lycoming County Zoning Hearing Board (4 Year Term)  
 Reappoint: Dan Clark  
 Term Start: January 01, 2022      Term End: December 31, 2025

**10.0      COMMISSIONER COMMENT**

**11.0      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.

**12.0      NEXT SCHEDULED MEETING** The next Commissioners Public Meeting will be held on Tuesday, December 21, 2021, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.