

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, DECEMBER 7, 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 County Department Informational Series: "What They Do for You?"
  - Charles Kiessling – Coroner's Office

**2.0 BID OPENING**

- 2.1 Krista Rogers – Open the following bids:
  - ITB for Food Products
  - ITB for Bread Products

**3.0 SERVICE AWARDS**

- 3.1 Acknowledge the following employee service awards:
  - Katja Frye, 10 years of service
  - Steve Smith, 10 years of service

**4.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

- 4.1 Brandy Clemens – Approve accounts payable cash requirement report for invoices due through 12/3/2021 to be paid on 12/8/2021.

*Recess Commissioners' Public Meeting for the Salary Board*

**5.0 SALARY BOARD**

- 5.1 Convene Salary Board.

- 5.2 Roxanne Grieco – Approve the following salary board action:
- Domestic Relations Office: Approve utilization of Title IV-D monies for Performance Awards for the Domestic Relations Office.
- 5.3 Adjourn Salary Board.

*Reconvene Commissioners' Public Meeting*

**6.0 PERSONNEL ACTIONS**

- 6.1 Roxanne Grieco – Approve the summary of personnel actions processed for the month of November, 2021.
- 6.2 Roxanne Grieco – Approve the following personnel action(s):
- Pre-Release Center: Kristina Steinback McKee, Clerk III, Full Time Replacement, Paygrade 4, \$14.09/hour, Effective 12/12/21.
  - Courts: Jonathan F. Dwinells, Administrative Specialist, Full Time Replacement, Paygrade 6, \$16.76/hour, Effective 12/13/21.
  - Assessment: Leighanne A. Ellingham, Field Data Collector, Full Time Replacement, Paygrade 6, \$16.76/hour, Effective 12/13/21.

**7.0 INFORMATION ITEMS**

N/A

**8.0 ACTION ITEMS**

- 8.1 Matthew McDermott – Vote to Approve the Lycoming County Jobs Creation Plan and Initial Program Funding Amount.
- 8.2 Matthew McDermott – Vote to approve Act 13 Agreement with Clinton Township (Act 13 Legacy Funds).
- 8.3 Matthew McDermott – Vote to approve Grant & Monitoring Agreement with River Valley Regional YMCA (2022 Budgeted Item).
- 8.4 Matthew McDermott – Vote to approve Third Amendment to Agreement with Rodgers Uniforms (2022 Budgeted Item).
- 8.5 Matthew McDermott – Acknowledge the list of contracts approved by the Director of Administration for the month of November.
- 8.6 Matthew McDermott – Vote to approve Amendment to Lease Agreement with the American National Red Cross (2022 Budgeted Item).
- 8.7 Stephanie Tribble/Judge Joy McCoy – Vote on Bureau for Child Support Enforcement (BCSE) approval to utilize Title IV-D monies for Performance Awards for the Domestic Relations Office.
- 8.8 Sal Vitko – Vote to approve 2021 County Liquid Fuels Encumbrance for County Bridge 101, Cedar Run Bridge in Brown Township (Liquid Fuels Budgeted Item).

- 8.9 Kelsey Green – Vote to approve Change Order with Smart Recycling for Lycoming County Flood Mitigation, Acquisition and Demolition Project (100% grant funded).
- 8.10 Austin Daily – Vote to approve Purchase Agreement and Price Quote with Terre Hill Concrete Products off of COSTARS for Bridge Bundling Program Bundling #2 contingent upon Solicitor review (2022 Budgeted Item).
- 8.11 Austin Daily – Vote to approve Purchase Agreement and Price Quote with Contech Engineered Solutions, LLC off of COSTARS for Bridge Bundling Program Bundling #2 contingent upon Solicitor review (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 14, 2021, at 10:00 A.M. in the Commissioners' Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.