

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*

---

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

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

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

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
TUESDAY, JANUARY 25, 2022  
10:00 A.M.**

**ADDITIONS/CHANGES TO AGENDA NOT PREVIOUSLY POSTED**

- Clerk of Courts: Reclassify Clerk III (Part-Time) to a Clerk III (Full-Time) Effective 1/25/22 (TDA Actions, 6.1)
- DPS: Tyler Fetterman, Telecommunicator II, Full Time Position, \$19.75/hour, Paygrade 7, Effective 1/25/22 (Personnel Actions, 7.1).
- PCD: Heather Lehman, Financial Administrative Supervisor, Full Time Position, Paygrade 9, \$48,466.89/annually, Effective 2/6/22 (Personnel Actions 7.1).
- Vote to approve Agreement with National Medical Services, Inc. (Action Items, 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)

**2.0 SERVICE AWARDS**

- 2.1 Board of Commissioners – Acknowledge the following service award:
  - Voter Services, Jill Shuman – 10 years

**3.0 BID OPENING**

- 3.1 Krista Rogers – Open the following bid:
  - Bridge Bundle No. 2 General Construction

**4.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

- 4.1 Brandy Clemens – Approve accounts payable cash requirement report.

## **5.0 INFORMATION ITEM**

- 5.1 Sarah Johnson – Gypsy moths and the potential impacts in Lycoming County.
- 5.2 Mya Toon – Acknowledge the County will be rebidding the Williamsport Region Relief Well Rehabilitation and Replacement Project (2022 budgeted item).
- 5.3 Mya Toon – Acknowledge the County will be requesting bids for Food Products (2022 budgeted item).

## **6.0 TDA ACTIONS**

- 6.1 Matthew McDermott – Approve update to the TDA Report:
  - Clerk of Courts: Reclassify Clerk III (Part-Time) to a Clerk III (Full-Time) Effective 1/25/22.

*Recess Commissioners' Public Meeting for the Salary Board*

## **7.0 PERSONNEL ACTIONS**

- 7.1 Matthew McDermott– Approve the following personnel actions:
  - DPS: Tyler Fetterman, Telecommunicator II, Full Time Position, Paygrade 7, \$19.75/hour, Effective 1/30/22.
  - PCD: Heather Lehman, Financial Administrative Supervisor, Full Time Position, Paygrade 9, \$48,466.89/annually, Effective 2/6/22.

## **8.0 SALARY BOARD**

- 8.1 Convene Salary Board.
- 8.2 Matthew McDermott – Approve the following salary board action:
  - Clerk of Courts: Reclassify Clerk III (Part-Time) to a Clerk III (Full-Time), Effective 1/25/22.
- 8.3 Adjourn Salary Board.

*Reconvene Commissioners' Public Meeting*

## **9.0 ACTION ITEMS**

- 9.1 Mya Toon – Vote to approve Subrecipient Agreement with Lycoming County Children & Youth Services (2022 budget funds).
- 9.2 Mya Toon – Acknowledge the assignment of Fred Holland from Murphy, Butterfield and Holland, P.C. to Mc Nerney, Page, Vanderlin & Hall (2022 budgeted item).
- 9.3 Mya Toon – Vote to approve Third Amendment to Agreement with STEP, Inc. (ERAP funds).
- 9.4 Mya Toon – Vote to approve Grant & Monitoring Agreement with West Branch Firemen's Association, Inc. (2022 budgeted item).

- 9.5 Mya Toon – Vote to approve Agreement with National Medical Services, Inc. (2022 budgeted item).
- 9.6 Jason Yorks – Vote to approve purchase of a 2022 Western Star Roll-Off Truck form Sunbury Motors Ford (2022 budgeted item).

**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 Thursday, February 3, 2022, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.