

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
THURSDAY, FEBRUARY 10, 2022
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 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individual on their service to Lycoming County:
 - Voter Services, Jill Shuman – 10 years

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

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

4.0 PERSONNEL ACTIONS

- 4.1 Jessica Seagraves– Approve the following personnel actions as attached hereto as Attachment A.

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Jessica Seagraves – Approve the following salary board action:
 - Human Resources: Reclassify Benefits & Claims Specialist to a Benefits Specialist.
- 5.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 ACTION ITEMS

- 6.1 Mya Toon – Vote to approve Business Rental Preferred Rate Agreement with Penrac, LLC (2022 budgeted item).
- 6.2 Mya Toon – Acknowledge the list of contracts approved by the Director of Administration for the month of January (2022 budgeted items).
- 6.3 Brandy Clemens – Vote to approve Policy 507, Investment Policy and Guidelines.
- 6.4 Jason Yorks – Vote to approve and participate in the Pick Up Pennsylvania event with the Department of Environmental Protection (2022 budgeted item).
- 6.5 Jason Yorks – Vote to approve the purchase of a 2022 Volvo Wheel Loader with Highway Equipment (2022 budgeted item).
- 6.6 Jason Yorks – Vote to approve the purchase of a 2022 Mac Granite Chassis from Susquehanna Motor Company, Inc. (2022 budgeted item).
- 6.7 Jason Yorks – Vote to approve the purchase of a fuel tank body from MJR Equipment (2022 budgeted item).
- 6.8 Jason Yorks – Vote to approve purchase of a garage door replacement from Buffalo Valley Door Service, Inc. (2022 budget funds available).

7.0 COMMISSIONER COMMENT

8.0 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.

9.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Thursday, February 17, 2022, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT A

EMPLOYEE ACTION APPROVAL FORM					
Name	Department	Job Title	Salary	Date Effective	Action Description
Wenner, Robert	RMS	Work Crew Foreman		2/14/2022	Replacement
Barnes, Kalen	Budget & Finance	Administrative Specialist		2/14/2022	Replacement
Feldhusen, Carmen	Domestics	Clerk III Intake		2/20/2022	Replacement
Frye, Katja	Domestics	Clerk III		2/20/2022	Replacement
Dubuque, Liam	Prison	COI		2/7/2022	Replacement
Ashton, Ryan	Prison	COI		2/7/2022	Replacement
Dimassimo, Brittani	Prison	COI		2/7/2022	Replacement
Hayman, Larkin	Public Defender	Assistant Public Defender		2/7/2022	Replacement
Dimassimo, Kahla	Prison	COI		2/13/2022	Replacement
Caudell, Devon	Prison	COI		2/13/2022	Replacement
Gehr, Scott	Prison	COI		2/21/2022	Replacement
Jeff O'Connor	Facility	Custodial Worker		2/22/2022	Replacement
Karen Stopper	HR	Benefits Specialist	5% increase	2/20/2022	Reclassification
Jill Livermore	HR	HR Generalist	5% increase	2/20/2022	Reclassification
Regina Rooker	Domestics	Clerk III		2/20/2022	Replacement
Kaczurkin-Quiggle, Zach	Prison	COI		2/27/2022	Replacement