

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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COUNTY of LYCOMING  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, FEBRUARY 3, 2022  
10:00 A.M.**

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

- Add ten (10) Personnel Actions as highlighted in yellow (Personnel Actions 3.1)

**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 ACCOUNTS PAYABLE CASH REQUIREMENT**

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

**3.0 PERSONNEL ACTIONS**

- 3.1 Matthew McDermott– Approve the following personnel actions:
  - PCD: Heather Lehman, Financial Administrative Supervisor, Effective 2/6/22.
  - Prison: Kevin Thomas, Correctional Officer I, Effective 1/30/22.
  - Prison: Davon Seldon, Correctional Officer I, Effective 1/30/22.
  - Prison: Howard Price, Correctional Officer I, Effective 1/30/22.
  - PRC: Sandy Perez, Resident Supervisor I, Effective 2/7/22.
  - Facility Management: James Guffey, Maintenance III, Effective 2/14/22.
  - Facility Management: Hunter Dunlap, Maintenance III Electrician, Effective 2/22/22.
  - Sheriff's Office: Michele McDermott, Administrative Specialist, Effective 2/20/22.
  - Sheriff's Office: Eric Speiegel, Chief Deputy Sheriff, Effective 1/9/22.
  - Finance & Budget: Angela Lepley, Administrative Specialist, Effective 2/20/22.
  - Prothonotary: Lindsay Collins, Clerk III, Effective 2/6/22.

**4.0 ACTION ITEMS**

- 4.1 Matthew McDermott – Vote to approve Memorandum of Understanding with the American Federation of State, County and Municipal Employees AFL-CIO for Prison Correctional Officers I and Correctional Officers II (2022 budgeted item).
- 4.2 Matt McDermott – Vote to approve Memorandum of Understanding with Teamsters Local Union No. 764 affiliated with the International Brotherhood of Teamsters AFL-CIO for Assistant District Attorneys (2022 budgeted item).
- 4.3 Mya Toon – Vote to award ITB for the Construction of a Suite Build-Out for an Employee Health & Wellness Center to the following bidders:
- General Construction: Turnkey Construction
  - Electrical Construction: Lecce Electrical
  - Plumbing Construction: RLS Construction
  - HVAC Construction: RLS Construction
  - Fire Protection: RLS Construction
- 4.4 Mya Toon – Vote to approve Professional and Administrative Services Agreement with SEDA-COG (ARAP funded).
- 4.5 Mya Toon – Vote to approve the Tax Collector Agreements with the following municipalities:
- |                             |                            |
|-----------------------------|----------------------------|
| • Armstrong Township        | • Montgomery Borough       |
| • Bastress Township         | • Muncy Borough            |
| • Cascade Township          | • Muncy Creek Township     |
| • Cummings Township         | • Moreland Township        |
| • Eldred Township           | • Nippenose Township       |
| • Fairfield Township        | • Penn Township            |
| • Gamble Township           | • Picture Rocks Boro       |
| • Hepburn Township          | • Pine Township            |
| • Jackson Township          | • Plunkett’s Creek         |
| • Jersey Shore Borough      | • Salladasburg Borough     |
| • Jordan Township           | • Upper Fairfield Township |
| • Limestone Township        | • Woodward Township        |
| • Lycoming County Treasurer |                            |
| • Montoursville Borough     |                            |
- 4.6 Mya Toon – Vote to award the ITB for a No-Till Drill to W. F. Welliver & Son, Inc. (2022 budgeted item & Act 13 funds).
- 4.7 Beth Baylor – Vote to approve Agreement with Skyhook, Inc. (2022 budgeted item).
- 4.8 Beth Baylor – Vote to approve Agreement with Hunter & Lomison, Inc. (2022 budgeted item).
- 4.9 Beth Baylor – Vote to approve Amendment to Agreement with VFP, Inc. (2022 budgeted item).

- 4.10 Beth Baylor – Vote to approve License Agreement with Jersey Shore Water Authority (2022 budgeted item).
- 4.11 Beth Baylor – Vote to approve Letter of Concurrence with Central Susquehanna Regional 9-1-1 (2022 budgeted item).
- 4.12 Jerry Kennedy – Vote to approve 3-year software and maintenance renewal with IntegraOne (2022 budgeted item).
- 4.13 Kelsey Green – Vote to approve Change Order #2 for Flood Plain Housing Remediation Project (PHARE funded).
- 4.14 Kelsey Green – Vote to approve Designation of Agent Resolution for CDBG-DR Buyout Grant Program.
- 4.15 Kristin McLaughlin – Vote to approve Subrecipient Agreement with North Central Sight Services, Inc. (2020 CDBG-CV funded).
- 4.16 Kristin McLaughlin – Vote to approve Budget Revision Certifications for the FFY 2017, FFY 2018, FFY 2020 Community Development Block Grant program (CDBG funded)
- 4.17 Jason Yorks – Vote to approve RFP for the Truck Scale System Rebuild Project to Fairbanks Scale (2022 budgeted item).

**5.0 COMMISSIONER COMMENT**

**6.0 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.

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