

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, DECEMBER 8, 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 on Agenda Items Only

2.0 REPORTS

- 2.1 Kalen Barnes – Vote to approve accounts payable cash requirement report.

3.0 PERSONNEL ACTIONS

- 3.1 Jessica Segraves – Approve the following Personnel Actions as conditional offers of employment, subject to the successful completion of a background check and all other employment conditions:
 - Facilities Management – Katja Frye, Custodial Supervisor, Internal Transfer, Paygrade 7, \$20.46 per hour, 75 hours per Pay Period, Anticipated Transfer Date: December 11, 2022.
 - Facilities Management – Lauren Bower, Custodial Worker, Full-Time Replacement, Paygrade 2, \$12.21 per hour, 75 hours per Pay Period, Anticipated Start Date: December 19, 2022.
 - Commissioners Office – Holly Bell, Administrative Coordinator, Full-Time New Position, Paygrade 6, \$33,460.94 per year, 75 hours per Pay Period, Anticipated Start Date: December 12, 2022.
 - Budget and Finance – Ashley Kruelle, Financial Technician, Full-Time Replacement, Paygrade 6, \$17.18 per hour, 75 hours per Pay Period, Anticipated Start Date: December 27, 2022.
 - Community Planning and Development – Christine Gartelman, Full-Time New Position, Paygrade 4, \$14.44 per hour, 75 hours per Pay Period, Anticipated Transfer Date: December 25, 2022.

4.0 ACTION ITEMS

- 4.1 Jessica Segraves – Vote to approve revision to Policy 407 - Payment for On Call.
- 4.2 Matthew McDermott – Vote to approve the reappointment of the following individuals to the Conservation District:
 - Joseph Radley: Effective 1/1/2023 and ending 12/31/2026 (4-year term).
 - William Kahler: Effective 1/1/2023 and ending 12/31/2026 (4-year term).
 - Commissioner Richard Mirabito: Effective 1/1/2023 and ending 12/31/2024 (1-year term).
- 4.3 Mya Toon – Vote to approve Amendment to Financial Assistance Grant Award for the Greater Williamsport Levee Rehabilitation Project with the U.S. Department of Commerce.
- 4.4 Mya Toon – Vote to approve Agreement with Cybergenetics (2023 budgeted item).
- 4.5 Mya Toon – Vote to approve Agreement with National Medical Services, Inc. (2023 budgeted item).
- 4.6 Mya Toon – Vote to approve Inmate Housing Agreement with Clinton County (2023 budgeted item).
- 4.7 Jerry Kennedy – Vote to approve annual maintenance and support invoice for the various software modules within our financial system (2023 budgeted item).
- 4.8 Jerry Kennedy – Vote to approve annual support and communications services invoice for Adult Probation’s case management software (2023 budgeted item).
- 4.9 Jason Yorks – Vote to approve annual landfill aerial mapping quote with WSP USA Corporation (2023 budgeted item).
- 4.10 Beth Baylor – Vote to approve Memorandum of Understanding with Robert Patrick McHugh.
- 4.11 Beth Baylor – Vote to approve Agreement with Keystone Communications, LLC (2023 budgeted item).
- 4.12 Beth Baylor – Vote to approve Agreement with Keystone Communications, LLC (2023 budgeted item).

5.0 COMMISSIONER COMMENT

6.0 GENERAL 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, December 15, 2022, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.