

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

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, NOVEMBER 17, 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
- 1.6 Proclamation – Infant Safe Sleep Month

**2.0 BID OPENINGS**

- 2.1 Krista Rogers – Open the following bid:
  - Emergency Watershed Protection Project
  - Flood Plain Housing Remediation Project located at 251 Jordan Avenue in Montoursville Borough, Lycoming County

**3.0 REPORTS**

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

**4.0 PERSONNEL ACTIONS**

- 4.1 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:
  - Pre-Release Center – John Bliss, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: 11/28/2022.

***Recess Commissioners' Public Meeting for the Salary Board***

**5.0 SALARY BOARD**

- 5.1 Convene Salary Board.
- 5.2 Jessica Segraves –Vote to approve the following salary board actions:
  - Prison – Ryan Barnes, Deputy Warden Operations and Security, 10% adjustment, resolved error in pay calculation.
- 5.3 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**6.0 INFORMATION ITEMS**

- 6.1 Mya Toon – Acknowledge the County will be requesting bids for bread products (2023 budgeted item).
- 6.2 Jason Yorks – Acknowledge the County will be requesting bids for the Landfill SCADA System (closure funded).
- 6.3 Jason Yorks – Acknowledge the County will be requesting bids for the Landfill Site Utilities Modification (closure funded).
- 6.4 Chris Strand – White Deer Golf Course update

***Recess Commissioners' Public Meeting for the Board of Assessment Revisions***

**7.0 BOARD OF ASSESSMENT REVISIONS**

- 7.1 Convene Board of Assessment Revisions.
- 7.2 Brooke Wright – Approve the following real estate tax refund:
  - 63-002-800 – Kohl's Department Stores - \$2,423.51
- 7.3 Adjourn Board of Assessment Revisions.

***Recess Board of Assessment Revisions for the Community Development Block Grant Public Hearing***

**8.0 CDBG PUBLIC BUDGET MODIFICATION HEARING FOR FFY 2020-CV COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

- 8.1 Convene Public Hearing
- 8.2 Jamie Shrawder – Review proposed FFY 2020-CV Budget Modification
- 8.3 Public Comment
- 8.4 Adjourn Public Hearing

***Reconvene Commissioners' Public Meeting***

**9.0 ACTION ITEMS**

- 9.1 Jamie Shrawder – Vote to approve Budget Revision Certification (2020 CDBG funded).
- 9.2 Jamie Shrawder – Vote to approve Budget Modification Certification (2020 CDBG-CV funded).

- 9.3 Jamie Shrawder – Vote to approve Budget Revision Certification (2018 CDBG funded).
- 9.4 Jamie Shrawder – Vote to approve Amendment #2 to Professional and Administrative Services Agreement (2019 CDBG funded).
- 9.5 Jessica Segraves – Vote to approve 2023 health benefits policy renewal with Trustmark Health Benefits, Inc. (2023 budgeted item).
- 9.6 Jessica Segraves – Vote to approve 2023 administrative renewal services and fees with Trustmark Health Benefits, Inc. (2023 budgeted item).
- 9.7 Matthew McDermott – Vote to approve Resolution 2022-23 to Implement Act 57 of 2022 Property Tax Penalty Waiver Provisions.
- 9.8 Mya Toon – Vote to approve Redevelopment Assistance Capital Program (RACP) funding grant award for the Old City Williamsport Mixed-Use Development project in Lycoming County.
- 9.9 Mya Toon – Vote to approve Amendment to Agreement with Xtreme Golf Management (2023 budgeted item).
- 9.10 Mya Toon – Vote to approve Resolution 2022-24 for emergency temporary contract for specialized cleaning services of the Health and Wellness Center.
- 9.11 Nancy Ackley – Vote to approve Agreement with Cornell Abraxas Group, LLC. (2022/2023 budgeted item).
- 9.12 Forrest Lehman – Vote to approve Polling Place Pay Schedule (2022/2023 budgeted item).
- 9.13 Jason Yorks – Vote to approve Amendment to Consent Order and Agreement with the Department of Environmental Protection.

## **10.0 COMMISSIONER COMMENT**

## **11.0 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.

## **12.0 NEXT SCHEDULED MEETING**

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