

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
THURSDAY, NOVEMBER 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 on Agenda Items Only

2.0 SERVICE AWARD

- 2.1 Board of Commissioners / Brad Shoemaker – Acknowledge the following employee on her retirement:
 - Pre-Release Center – Christine Walters

3.0 REPORTS

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

4.0 BID OPENING

- 4.1 Krista Rogers – Open the following bid:
 - Williamsport Region Relief Well Rehabilitation and Replacement Project for the Borough of South Williamsport and the City of Williamsport.

5.0 PERSONNEL ACTIONS

- 5.1 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:
 - Prison – Trevor Campbell, CO I Relief, Part-Time New Position, \$20.00 per hour, Not to exceed 1000 hours, Anticipated Start Date: 11/15/2022.
 - Prison – Leo McHugh, LPN, Full-Time Replacement, \$30.00 per hour, 80 hours per Pay Period, Anticipated Start Date: 11/28/2022

6.0 ACTION ITEMS

- 6.1 Jessica Segraves – Vote to approve the removal of the following policies:
 - Policy #411 – Override
 - Policy #405 – Partial pay
 - Policy #400 – Job Code Listing
 - Policy #401 – County Pay Plans
 - Policy #402 – Payroll
 - Policy #403 – Direct deposit
 - Policy #404 – Payday
 - Policy #410 – Reclassification and promotion
 - Policy #413 – Clerk I to Clerk II advancement
 - Policy #414 – Interns
- 6.2 Jessica Segraves – Vote to approve and adopt new Policy #400 – Compensation Policy
- 6.3 Mya Toon – Vote to approve JCJC Juvenile Probation Services Grant award (2023 budgeted item).
- 6.4 Mya Toon – Vote to approve U.S. Department of Homeland Security State Homeland Security Grant Program Agreement (2022/2023 budgeted item).
- 6.5 Mya Toon – Vote to approve Bureau of Justice Assistance Smart Probation Planning Grant application to Pennsylvania Commission on Crime and Delinquency.
- 6.6 Alison Herman – Vote to approve Amendment to Subrecipient Agreement with Lycoming County Softball Association (Act 13 funded).
- 6.7 Beth Baylor – Vote to approve Amendment to Agreement with Skyhook, Inc. (2022 budgeted item).
- 6.8 Beth Baylor – Vote to approve Amendment to Agreement with Nokia of America Corporation (2022 budgeted item).
- 6.9 Beth Baylor – Vote to approve Amendment to Agreement with Williams Pipeline Services Company (2023 budgeted item).
- 6.10 Jason Yorks – Vote to approve Consent Assessment of Civil Penalty (2022 budget funds available).
- 6.11 Jason Yorks – Vote to approve the purchase of a 2023 Ford F550 chassis from Sunbury Motors (2022 budgeted item).
- 6.12 Mark Hulyo – Vote to approve the purchase of security hardware for RMS from IntegraOne (2022 budgeted item).

7.0 COMMISSIONER COMMENT

8.0 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.

9.0 NEXT SCHEDULED MEETING

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