

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, OCTOBER 27, 2022  
10:00 A.M.**

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

Add the following Action Items:

- 7.1 Jamie Shrawder – Vote to approve Amendment 1 to Subrecipient Agreement with South Williamsport Borough (2018 CDBG funds).
- 7.3 Mya Toon – Vote to approve allocation of Act 13 funds to Hiawatha, Inc.

**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 Reighanna Mellott – Vote to approve accounts payable cash requirement report.
- 2.2 Reighanna Mellott – Vote to approve jury panel #9 report.

**3.0 INFORMATION ITEMS**

- 3.1 Jessica Segraves – Prison Recruitment Update

**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:
  - Prison – Monica Laird, Sergeant, Full-Time Promotion, \$24.29 per hour, 80 hours per Pay Period, Anticipated Transfer Date: 10/30/2022.

- Prison – Danell Dymeck, CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: 10/31/2022.
- Prison – Terri Leonard, LPN, Full-Time Replacement, Paygrade 10, \$30.00 per hour, 80 hours per Pay Period, Anticipated Start Date: 11/7/2022.
- Prison – Zachery Miller, CO I Relief, Part-Time New Position, \$20.00 per hour, Not to exceed 1000 hours, Anticipated Start Date: 11/7/2022.
- Prison – Daniel Gabbard, CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: 11/14/2022.
- Prison – Dalton Shank, CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: 11/14/2022.
- Pre-Release Center – Taylor Cashner, Resident Supervisor I, Part-Time Replacement, \$15.95 per hour, not to exceed 1000 hours annually, Anticipated Start Date: 11/14/2022.
- Sheriff's Office – Charlene Matlack, Clerk III, Full-Time Replacement, \$14.44 per hour, 75 hours per Pay Period, Anticipated Start Date: 10/31/2022.
- Public Defender – Taylor Paulhamus, Assistant Public Defender, Promotion, \$53,543.83 per year, 75 hours per Pay Period, Transfer Date: 10/16/2022.

***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:

- Pre-Release Center – Reclassification to Fully Qualified, Morgan Stone, Resident Supervisor I, Paygrade 6.

5.3 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**6.0 TDA ACTIONS**

6.1 Jessica Segraves – Approve the following TDA actions:

- Pre-Release Center – Reclassification to Fully Qualified, Morgan Stone, Resident Supervisor I, Paygrade 6.

## **7.0 ACTION ITEMS**

- 7.1 Jamie Shrawder – Vote to approve Amendment 1 to Subrecipient Agreement with South Williamsport Borough (2018 CDBG funds).
- 7.2 Jessica Segraves – Vote to approve revision to Policy 512 Tool Allowance Policy.
- 7.3 Mya Toon – Vote to approve allocation of Act 13 funds to Hiawatha, Inc.
- 7.4 Mya Toon – Vote to approve Memorandum of Understanding with West Branch Drug & Alcohol for juvenile probation clients (Act 198 funding).
- 7.5 Mya Toon – Vote to approve Memorandum of Understanding with West Branch Drug & Alcohol for adult offenders (Act 198 funding).
- 7.6 Mya Toon – Vote to approve Amendment to Agreement with Rogers Uniforms, LLC. (2023 budgeted item).
- 7.7 Matthew Long – Vote to approve the submission of the 2023 West Nile Virus grant application to Department of Environmental Protection.
- 7.8 Jason Yorks – Vote to approve the purchase of a new Ford F550 Weld truck from Sunbury Motors Ford (2022 approved budget item).
- 7.9 Jason Yorks – Vote to approve Agreement with Counsils Appliance (2023 budgeted item).
- 7.10 Jason Yorks – Vote to approve the purchase of new Volvo Haul Truck from Highway Equipment & Supply Company (2023 budgeted item).
- 7.11 Jason Yorks – Vote to approve Amendment to Agreement with Quality Air Mechanical, Inc. (2022/2023 budgeted item).
- 7.12 Jason Yorks – Vote to approve the 2023 Fee Schedule for Landfill and Transfer Station. (2023 budgeted item).
- 7.13 Jason Yorks – Vote to approve Minor Solid Waste Permit Modification application to the Department of Environmental Protection.
- 7.14 Ken George – Vote to approve the purchase of Ballistic Panels from Lezzer Lumbar (2022 budgeted item).

## **8.0 COMMISSIONER COMMENT**

- 8.1 Discuss appraisal for Coroner’s Officer relocation near Williamsport Regional Medical Center.

## **9.0 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.

**10.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, November 3, 2022, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.