

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, SEPTEMBER 15, 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 AWARDS**

- 2.1 Board of Commissioners/Brad Shoemaker – Recognize the following individual on his retirement:
  - Prison: Harry Entz – 29 years

**3.0 REPORTS**

- 3.1 Brandy Clemens – Vote to approve accounts payable cash requirement report.
- 3.2 Mya Toon – Vote to approve contracts approved by the Director of Administration for the month of August.

**4.0 PERSONNEL ACTIONS**

- 4.1 Mya Toon – Approve the following Personnel Actions:
  - Resource Management Services: Jeffrey Lynch, Lead Operation, Full-Time Promotion, Paygrade 7, \$22.20 per hour, 80 hours per pay period, Transfer Date 9/18/22.
  - Adult Probation: Reagan Sellers, Adult Probation Officer, Full-Time Replacement, Paygrade 8, \$20.10 per hour, 80 hours per pay period, Anticipated Start Date 10/10/22.

- Facilities Management: Ryan Morgan, Custodial Worker, Full-Time Replacement, Paygrade 2, \$12.21 per hour, 75 hours per Pay Period, Anticipated Start Date 9/26/22.
- Information Technology: Wayne Roush, Consolidated Services Specialist, Part-Time New Position, Paygrade 4, \$13.42 per hour, Not to exceed 1,000 hours annually, Anticipated Start Date 9/26/22.
- Courts - Judge Carlucci: Ruth Diaz, Executive Secretary, Full-Time Replacement, Paygrade 5, \$30,725.75 per year, 75 hours per Pay Period, Anticipated Start Date, 9/26/22.
- Prison: Carlos Lugo, CO I Relief, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Anticipated Start Date 11/13/22.
- Prison: Jacob Yorks, CO I Relief, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Anticipated Start Date 10/2/2022.

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

**5.0 SALARY BOARD**

5.1 Convene Salary Board.

5.2 Mya Toon –Vote to approve the following salary board actions:

- Pre-Release Center: Reclassification, Jeffery Hamilton, Resident Supervisor II, Paygrade 8, \$21.81 per hour, Effective 9/18/22.

5.3 Adjourn Salary Board.

***Reconvene Commissioners' Public Meeting***

**6.0 TDA ACTIONS**

6.1 Mya Toon – Approve the following TDA action:

- Pre-Release Center: Reclassification, Jeffery Hamilton, Resident Supervisor II, Paygrade 8, \$21.81 per hour, Effective 9/18/22.

***Recess Commissioners' Public Meeting for the Community Development Block Grant Public Hearing***

**7.0 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING**

7.1 Convene Public Hearing.

7.2 Kristin McLaughlin - Discuss final public hearing for FFY 2022 Community Development Block Grant program and project selection for funding

7.3 Adjourn Public Hearing.

***Reconvene Commissioners' Public Meeting***

## **8.0 ACTION ITEMS**

- 8.1 Kristin McLaughlin – Vote to approve Fair Housing Resolution 2022-18 (CDBG funds).
- 8.2 Kristin McLaughlin – Vote to approve Resolution 2022-19 appointing a Section 504 compliance officer and establishing a grievance procedure (CDBG funds).
- 8.3 Kristin McLaughlin – Vote to approve Resolution 2022-20 authorizing for the submission of an application to the Pennsylvania Department of Community and Economic Development for Federal Fiscal Year 2022 under the Community Development Block Grant Program.
- 8.4 Kristin McLaughlin – Vote to approve Amendment to CDBG-CV Grant Agreement with Department of Community and Economic Development.
- 8.5 Mya Toon – Vote to approve Emergency Resolution 2022-17 for the purchase of an x-ray machine for the Health and Wellness Center (2022 budgeted item).
- 8.6 Jason Yorks – Vote to approve repair to the 2013 Doosan Excavator with Bestline Equipment (2022 approved budget item).
- 8.7 Jason Yorks – Vote to approve Amendment to Agreement with Accent Wire (2022 approved budget item).
- 8.8 Jason Yorks – Vote to approve engine overhaul for 2013 Mac Recycling Truck with Susquehanna Motor Company, Inc. (2022 approved budget item).

## **9.0 COMMISSIONER COMMENT**

### **10.0 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.

### **11.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Thursday, September 22, 2022, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.