

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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COUNTY of LYCOMING  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, SEPTEMBER 1, 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 Proclamations:
  - Childhood Cancer Awareness Month
  - National Preparedness Month
  - Hunger Action Month

**2.0 BID OPENINGS**

- 2.1 Nicki Gottschall– Open the following bid:
  - Food Products

**3.0 REPORTS**

- 3.1 Brandy Clemens – Vote to approve accounts payable cash requirement report in the amount of \$1,263,669.64.

**4.0 TDA ACTIONS**

- 4.1 Jessica Segraves – Approve the following TDA action:
  - Facilities Management: Change Clerk IV, Paygrade 5, to Operations Coordinator, Paygrade 6.

*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:
- Facilities Management: Change Clerk IV, Paygrade 5, to Operations Coordinator Paygrade 6.
- 5.3 Adjourn Salary Board.

*Reconvene Commissioners' Public Meeting*

**6.0 PERSONNEL ACTIONS**

- 6.1 Jessica Segraves – Approve the following Personnel Actions:
- Domestic Relations: Joe Peluso, Clerk III, Full-Time Replacement, \$14.44 per hour, 75 hours per Pay Period, Anticipated Start Date 9/12/2022.
  - Information Technology: Ruth Schmouder, Technology and Operations Coordinator, Full-Time Replacement, \$23.93 per hour, 75 hours per Pay Period, Anticipated Start Date 9/4/2022.

*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:
- 54-314-135 Thomas Hall - \$123.71
  - 10-001-632 – Paul & Stella Bower - \$98.82
- 7.3 Brooke Wright – Approve the following veteran's exemption:
- 67-020-166 – Paul Herbst
- 7.4 Adjourn Board of Assessment Revisions.

*Reconvene Commissioners' Public Meeting*

**8.0 INFORMATION ITEMS**

- 8.1 John Lavelle – American Rescue Plan Act (ARPA) Grant Outreach
- 8.2 John Lavelle – Housing Supply Initiative Grant Program application

**9.0 ACTION ITEMS**

- 9.1 Kristin McLaughlin – Vote to approve FFY 2022 Community Development and Block Grant Project Selection & Finalization.

- 9.2 Jessica Segraves – Vote to approve revisions to Policy 303, Pooled Leave/Long Term Sick Leave.
- 9.3 Kelle Robinson – Vote to approve Lycoming County LEPC membership application for Joseph Hopple.
- 9.4 John Lavelle – Vote to approve Memorandum of Understanding with Jersey Shore.
- 9.5 Alison Herman – Vote to approve Amendment to Subrecipient Agreement with Old Lycoming Township (CAP grant).
- 9.6 Alison Herman – Vote to approve Amendment to Subrecipient Agreement with Fairfield Township (CAP grant).
- 9.7 Jason Yorks – Vote to approve and award bid for tarp machines to Tarpomatic, Inc. (2022 budgeted item).
- 9.8 Jason Yorks – Vote to approve carbon scale control with General Products & Supply, Inc. (2022 budgeted item).
- 9.9 Jason Yorks – Vote to approve Agreement with Compugen Technologies, Inc. (2022 budgeted item).
- 9.10 Nancy Ackley – Vote to approve Professional Services Agreement with Outside In (2022 budgeted item).

**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, September 8, 2022, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.