

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 19, 2023
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 REPORTS

- 2.1 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 10/25/23 to be paid on 10/18/23 in the amount of \$2,536,358.32.

3.0 INFORMATION ITEMS

- 3.1 Mya Toon – Acknowledge the County will be requesting proposals for Solicitor Services for Voter Services (2023/2024 budgeted item).
- 3.2 Austin Daily – Presentation on Long Range Transportation Plan

4.0 PERSONNEL ACTIONS

- 4.1 Allison Wolfe – Approve the following Personnel Actions as conditional offers of employment, subject to the successful completion of a background check and all other employment conditions as outlined in Attachment (A).

5.0 ACTION ITEMS

- 5.1 Kristin McLaughlin – Vote to approve Amendment to Subrecipient Agreement with Jersey Shore Joint Water Authority in the amount of \$1,000,000 (ARPA funds).
- 5.2 Kristin McLaughlin – Vote to approve Amendment to Subrecipient Agreement with Lycoming Water and Sewer Authority in the amount of \$500,000 (ARPA funds).
- 5.3 Matthew McDermott – Vote to approve Resolution 2023-22 approving a plan of financing by the Lycoming County Authority to undertake a project for the benefit of Lycoming College.
- 5.4 Mya Toon – Vote to approve price quote with EFORCE for the data conversion of Lycoming Regional Police, Montoursville Police Department, South Williamsport

Police Department, Muncy Police Department, and Hughesville Police Department in the amount of \$125,000 (ARPA funds).

- 5.5 Mya Toon – Vote to approve Memorandum of Understanding with Jersey Shore Borough and Citizens House Fire Company.
- 5.6 Mya Toon – Vote to approve purchase and installation of garage door openers for the new Coroner’s Office Building from MR Garage in the amount of \$11,378 (2023 budgeted item).
- 5.7 Jeff Hutchins – Vote to approve upfit costs for task force vehicle in the amount of \$33,214.62 (SARA fees & NCTF funds).
- 5.8 Beth Baylor – Vote to approve Amendment to Agreement with Motorola Solutions, Inc. in the amount of \$104,736.90 (2023 budgeted item).
- 5.9 Forrest Lehman – Vote to approve revised pay schedule for County polling place facilities.
- 5.10 Alexa Bixel – Vote to approve 2024 CAP Coordinator and Implementation Grant to Department of Environmental Protection in the amount of \$300,000 (2023 budgeted item).
- 5.11 Jenny Picciano – Vote to approve the following 2023 Pennsylvania Housing Affordability and Rehabilitation Enhancement Agreements with Pennsylvania Housing Finance Agency in the amount of \$1,000,000:
 - Homes-In-Need: \$200,000
 - Supporting Housing Program: \$200,000
 - Remainder of programs (MS contract): \$600,000

6.0 COMMISSIONER COMMENT

7.0 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.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, October 26, 2023, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Assessment – Emmalynn Gillen, Clerk III, Full-Time Replacement, \$15.88 per hour, 75 hours per Pay Period, Transfer Date: October 29, 2023.
- Resource Management Services – Gary Evans, Equipment Operator, Full-Time Replacement, \$20.09 per hour, 80 hours per Pay Period, Transfer Date: October 29, 2023.
- Resource Management Services – Carissa Seals, Comptroller/Business Manager, Full-Time Replacement, \$78,400.00 per year, 80 hours per Pay Period, Transfer Date: November 12, 2023.
- Public Defender’s Office – Alyssa Fenoy, Assistant Public Defender, Full-Time Replacement, \$60,500 per year, 75 hours per Pay Period, Transfer Date: October 29, 2023.
- Juvenile Probation Office – Andrew Arnold, Juvenile Probation Officer II, Full-Time Replacement, \$23.82 per hour, 75 hours per Pay Period, Retro Date: April 10, 2023.
- Juvenile Probation Office – Megan Helminiak, Juvenile Probation Officer II, Full-Time Replacement, \$23.82 per hour, 75 hours per Pay Period, Retro Date: February 27, 2023.
- Juvenile Probation Office – Kaitlin Lunger, Juvenile Probation Officer II, Full-Time Replacement, \$24.53 per hour, 75 hours per Pay Period, Retro Date: January 1, 2023.