

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
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, OCTOBER 26, 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 BID OPENING

Krista Rogers – Open the following bid:

- TSP Third Floor Office Renovations

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 11/01/23 to be paid on 10/25/23 in the amount of \$1,770,080.99.
- 3.2 Kalen Barnes – Vote to approve Jury Panel #26 Report to be paid on 10/19/23 in the amount of \$1,997.00.
- 3.3 Kalen Barnes – Vote to approve Jury Panel #28 Report to be paid on 10/25/23 in the amount of \$2,062.00.

4.0 INFORMATION ITEMS

- 4.1 Mya Toon – Acknowledge the County will be requesting bids for Polling Place ADA Renovations.

5.0 PERSONNEL ACTIONS

- 5.1 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).

Recess Commissioners' Public Meeting for the Salary Board

6.0 SALARY BOARD

- 6.1 Convene Salary Board.
- 6.2 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 6.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

7.0 TDA ACTIONS

- 7.1 Allison Wolfe – Approve the following TDA actions as outlined in Attachment (C)

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

8.0 BOARD OF ASSESSMENT REVISIONS

- 8.1 Convene Board of Assessment Revisions.
- 8.2 Brooke Wright – Approve the following real estate tax exemption as outlined in Attachment (D).
- 8.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

9.0 ACTION ITEMS

- 9.1 Tanya Collins – Vote to approve CDBG FFY21 Budget Revision & Certification (2021 CDBG funds).
- 9.2 Kristin McLaughlin – Vote to approve Amendment to ARPA Subrecipient Agreement with Muncy Borough Municipal Authority
- 9.3 Mya Toon – Vote to approve Amendment to Agreement with Manpower Inc. of Altoona (2023 budgeted item).
- 9.4 Ken George – Vote to approve Agreement with McClure Company in the amount of \$30,000 (2023 budgeted item).
- 9.5 Leslie Kilpatrick – Vote to approve Agreement with Melillo Consulting in the amount of \$156,060 (2023/2024 budgeted item).
- 9.6 Leslie Kilpatrick – Vote to approve maintenance and support renewal agreement on the various software modules within our financial system in the amount of \$63,437.27 (2023/2024 budgeted item).

- 9.7 Jason Yorks – Vote to approve Change Order No. 02 with Martz Technologies, Inc. for the SCADA System Design Build in the amount of \$95,044 (2023 budgeted item).
- 9.8 Jason Yorks – Vote to approve Amendment to Agreement with Mahantango Enterprises (2023/2024 budgeted item).
- 9.9 Maleick Fleming – Vote to approve Amendment to Subrecipient Agreement with Firetree Place (Act 13 Legacy funds).

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, November 2, 2023, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT (A)

- Pre-Release Center – Christopher Schaffer, Resident Supervisor I, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Start Date: October 30, 2023.
- Pre-Release Center – James Hine, Resident Supervisor I, Full-Time Replacement, \$18.73 per hour, 80 hours per Pay Period, Transfer Date: November 12, 2023.
- Facilities Management – Daniel Johnson, Maintenance III – HVAC, Full-Time Replacement, \$28.28 per hour, 75 hours per Pay Period, Start Date: November 13, 2023.
- Adult Probation Office – Jared Rose, Probation Officer II, Full-Time Replacement, \$23.82 per hour, 80 hours per Pay Period, Start Date: November 13, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Domestic Relations Office – Request to add 2 PT Clerk III, Paygrade 4.

ATTACHMENT (C)

TDA ACTIONS:

- Domestic Relations Office – Request to place a FT Clerk III Paygrade 4 position on Hold on the TDA.
- Domestic Relations Office – Request to add 2 PT Clerk III, Paygrade 4.

ATTACHMENT (D)

Real Estate Exemption Requests							
PARCEL	NAME	SITE LOCATION	REASON FOR EXEMPTION	APPROVE	DENY	ASSESSED VALUE	LOSS IN TAXES
52-001-617	Messiah Lutheran Church	George St	Church Playground			19,300	\$ 125.45