

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, NOVEMBER 16, 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
- 1.6 Proclamation: Infant Safe Sleep Month

2.0 REPORTS

- 2.1 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 11/22/23 to be paid on 11/15/23 in the amount of \$769,056.49.
- 2.2 Kalen Barnes – Vote to approve Jury Panel #32 to be paid on November 15, 2023, in the amount of \$3,503.75.
- 2.3 Kalen Barnes – Vote to approve Poll Worker Pay Run Report for payment on November 16, 2023, in the amount of \$86,354.81.

3.0 INFORMATION ITEMS

- 3.1 Brad Shoemaker – Recognize Karey Snook for her nomination and award for Women of Excellence in Education.

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 Krista Rogers – Vote to approve Agreement with Foster & Foster Actuaries and Consultants for actuarial services and OPEB services (2023/2024 budgeted item).
- 5.2 Mya Toon – Vote to approve Resolution 2023-23 authorizing the filing of the Commonwealth Financing Authority (CFA) local share account (LSA) - statewide application for funding up to \$1,000,000 for the improvement of the new Coroner's facility.

- 5.3 Mya Toon – Vote to approve Resolution 2023-24 authorizing the filing of the Strategic Management Planning Program grant application to the Pennsylvania Department of Community & Economic Development for funding up to \$200,000.00.
- 5.4 Mya Toon - Vote to approve Agreement with Cybergenetics not to exceed \$100,000.00 (2024 budgeted item).
- 5.5 Mya Toon – Vote to approve the list of Agreements approved by the Director of Administration for the month of October.
- 5.6 Mya Toon – Vote to approve award for RFP for Utility Elevation Engineering to PennCore Consulting LLC.
- 5.7 Mya Toon – Vote to approve award RFP for Construction Management Services to Skanska USA Building Inc. in the amount of \$273,290.00 (2023/2024 budgeted item).
- 5.8 Mya Toon – Vote to approve Resolution 2023-25 for the emergency repair of hydraulic cylinders at the Transfer Station in the amount of \$31,099.82 (2023 budget funds available).
- 5.9 Jason Yorks – Vote to approve Corporate Guarantee Statement with Milton Regional Sewer Authority (2023 budgeted item).
- 5.10 Jason Yorks – Vote to approve Contractual Consent of Landowner Form with Pennsylvania Department of Environmental Protection.

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, November 30, 2023, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ATTACHMENT (A)

- Prison – Evan Young, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Start Date: November 26, 2023.
- Department of Public Safety – Jon Mackey, EMA Specialist – Planning, Full-Time Replacement, \$42,393.00 per year, 75 hours per Pay Period, Start Date: November 27, 2023.
- Department of Public Safety – Lindsey Dapp, EMA Clerk III, Part-Time Replacement, \$15.31 per hour, 75 hours per Pay Period, Start Date: December 4, 2023.
- Prison – Riche Tabatabai, Licensed Practical Nurse, Full-Time Replacement, \$30.00 per hour, 80 hours per Pay Period, Start Date: December 4, 2023.
- Sheriff's Office – Joshua Wolfe, Deputy Sheriff, \$22.00 per hour, 80 hours per Pay Period, Retro Date per Union Contract: September 3, 2023.
- Pre-Release Center – Tara Bannon, Resident Supervisor I, Part-Time Replacement, \$18.10 per hour, Not to Exceed 1000 hours annually, Start Date: November 27, 2023.