

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, NOVEMBER 2, 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 11/8/23 to be paid on 11/1/23 in the amount of \$4,074,749.88.
- 2.2 Kalen Barnes – Vote to approve Juror Panel #30 Report for payment on 11/1/23 in the amount of \$4,124.60.

3.0 BID OPENING

- 3.1 Krista Rogers – Open the following bid:
 - RFP for Residential Floodplain Utility Elevation Engineering

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 Mya Toon – Vote to approve Adult Probation Grant-in-Aid application to Pennsylvania Commission on Crime & Delinquency in the amount of \$161,590.00 (2023/2024 budgeted item).
- 5.2 Mya Toon – Vote to approve Homeland Security Federal Fiscal Year 2023 State Homeland Security Grant Program Agreement with Pennsylvania Emergency Management Agency and the North Central Task Force in the amount of \$509,996.00 (2023/2024 budgeted item).
- 5.3 Mya Toon – Vote to approve Intergovernmental Agreement for Intrusion Detection Services with Pennsylvania Emergency Management Agency.
- 5.4 Mya Toon – Vote to approve Federal Fiscal Year 2023 Emergency

Management Performance Grant Agreement with Pennsylvania Emergency Management Agency in the amount of \$66,214.00 (2023/2024 budgeted item).

- 5.5 Mya Toon – Vote to approve the following FY 2023/2024 Memorandum of Understandings with West Branch Drug & Alcohol Abuse Commission:
- Prevention, case management or treatment of juvenile probation clients in the amount of \$10,000.00 (Act 198 funds).
 - Assessment and treatment of adult DUI and/or drug offenders in the amount of \$40,000.00 (Act 198 funds).
- 5.6 Jason Yorks – Vote to approve Amendment to Municipal Solid Waste Disposal Capacity Agreement with Mifflin and Juniata Counties.
- 5.7 Eric Endresen – Vote to approve Service Agreement with Maximus US Services, Inc. in the amount of \$24,000.00 (2023 budget funds available).
- 5.8 Nancy Schenck – Vote to approve Agreement with Clear Vision Residential Treatment Services, Inc. (2023/2024 budgeted item).
- 5.9 Nancy Schenck – Vote to approve Agreement with Adelphoi Village (2023/2024 budgeted item).
- 5.10 Leslie Kilpatrick – Vote to approve annual support and communications services Invoice/Price Quote for Adult Probation case management software in the amount of \$10,340.00 (2024 budgeted item).
- 5.11 Leslie Kilpatrick – Vote to approve three (3) year Price Quote with IntegraONE for network security services in the amount of \$59,901.30 (2024 budgeted item).
- 5.12 Leslie Kilpatrick – Vote to approve Price Quote for video conferencing software for County Departments in the amount of \$14,900.00 (2023/2024 budgeted item).

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 9, 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:

- Department of Public Safety – Stacey Folk, EMA Manager, Full-Time Replacement, \$49,444.20 per year, 75 hours per Pay Period, Transfer Date: November 12, 2023.
- Human Resources – Melinda Fryer, Director of Human Resources, Full-Time Replacement, \$90,950.00 per year, 75 hours per Pay Period, Start Date: November 6, 2023.
- Prothonotary's Office – Karen Aldenderfer, Civil Processing Clerk, Full-Time Replacement, \$17.64 per hour, 75 hours per Pay Period, Start Date: November 20, 2023.
- Adult Probation Office – Malik Wertman, Adult Probation Officer II, Full-Time Replacement, \$23.82 per hour, 80 hours per Pay Period, Start Date: November 20, 2023.
- Facilities Management – Jacob Bowen, Custodial Worker, Full-Time Replacement, \$13.55 per hour, 75 hours per Pay Period, Start Date: November 13, 2023.