

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, DECEMBER 7, 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

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to approve accounts payable cash requirement report for invoices due through 12/13/23 to be paid on 12/06/23 in the amount of \$1,777,273.00.
- 3.2 Kalen Barnes – Vote to approve Polling Places Pay Run Report for payment on 12/6/23 in the amount of \$39,750.00.
- 3.3 Vote to approve special check run for Hulton Contracting for payment on 11/30/23 in the amount of \$59,875.00.

4.0 INFORMATION ITEMS

- 4.1 Joel Ruch & Rachelle Abbott – Whole Home Repair Program Kick-Off
- 4.2 Indigo Golf – Update on White Deer Golf Course

5.0 PERSONNEL ACTIONS

- 5.1 Melinda Fryer – 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).

6.0 ACTION ITEMS

- 6.1 Tanya Collins – Vote to approve Professional & Administrative Services Agreement with SEDA-COG in the amount of \$125,800 00 (2022 CDBG funds).
- 6.2 Tanya Collins – Vote to approve Amendment 1 to Professional & Administrative Services Agreement with SEDA-COG (2021 CDBG funds).
- 6.3 Kristin McLaughlin – Vote to approve Amendment #2 to Subrecipient Agreement with West Branch Regional Authority (ARPA funds).

- 6.4 Matthew McDermott – Vote to approve Proposal with Arctaris Impact Investors, LLC. (2023 budget funds available).
- 6.5 Matthew McDermott – Vote to approve the reappointment of the following individual to the Conservation District:
- Thomas Hamm: Effective 1/1/2024 – 12/31/2027(4-year term)
- 6.6 Matthew McDermott – Vote to approve the appointment of the following individual to the Conservation District:
- Aaron Kolb: Effective 1/1/2024 – 12/31/2027(4-year term)
 - Commissioner Scott Metzger: Effective 1/1/2024- 12/31/2024 (1-year term)
- 6.7 Mya Toon – Vote to approve the award of Continuing Adult Probation and Parole Grant Funds with Pennsylvania Commission on Crime & Delinquency in the amount of \$161,590.00 (2023/2024 budgeted item).
- 6.8 Mya Toon – Vote to approve Revision to Budget Table Work Order for the 2022-2028 Williamsport Master Planning Grant Agreement.
- 6.9 Mya Toon – Vote to approve Project Management Proposal Extension for the Old City Williamsport Mixed-Use Development RACP grant.
- 6.10 Forrest Lehman – Vote to approve Price Quotation with Clear Ballot Group, Inc. in the amount of \$322,964.32 (2024 budgeted item).
- 6.11 Leslie Kilpatrick – Vote to approve Price Quotation with Mitel in the amount of \$13,702.48 (2024 budgeted item).
- 6.12 Leslie Kilpatrick – Vote to approve Quote Proposal with Marco Net in the amount of \$59,648.00 (2023 budgeted item).
- 6.13 Jeff Hutchins – Vote to approve the appointment of Stacey Folk as the Lycoming County Emergency Management Coordinator.
- 6.14 Nancy Schenck – Vote to approve Agreement with George Junior Republic in Pennsylvania (2023/2024 budgeted item).
- 6.15 Maleick Fleming – Vote to approve Amendment to Wayfinding Plan Grant Agreement with Department of Conservation and Natural Resources.
- 6.16 Maleick Fleming – Vote to approve Agreement with The Ridge at Mill Creek, LLC. (2023/2024 budgeted item).

7.0 COMMISSIONER COMMENT

8.0 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.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, December 14, 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 – Tom Tamberelli, Driver, Part-Time Replacement, \$18.10 per hour, Not to Exceed 1000 hours in a year, Start Date: December 11, 2023.
- Pre-Release Center – Stephen Mariano, Resident Supervisor I, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Start Date: December 18, 2023.
- Prison – Alexandra Medford, Correctional Officer I – Relief, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Start Date: December 24, 2023.
- Courts – Genevieve Lannan, Bailiff, Part-Time Replacement, \$13.68 per hour, Not to Exceed 1000 hours in a year, Transfer Date: December 24, 2023.
- District Attorney – Thomas Ungard, Chief County Detective, Full-Time Replacement, \$70,965.18 per year, 75 hours per Pay Period, Start Date: December 11, 2023.
- Courts – Tanya Smith, Administrative Specialist (MDJ Whiteman), Full-Time Replacement, \$18.26 per hour, 75 hours per Pay period, Transfer Date: December 10, 2023.