

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING AGENDA
THURSDAY, JANUARY 26, 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 through February 1, 2023, to be paid on January 25, 2023.

3.0 PERSONNEL ACTIONS

- 3.1 Jessica Segraves – 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

4.0 SALARY BOARD

- 4.1 Convene Salary Board.
- 4.2 Jessica Segraves –Vote to approve the following salary board actions as outlined in Attachment (B).
- 4.3 Adjourn Salary Board.

5.0 INFORMATION ITEMS

- 5.1 Mya Toon – Acknowledge the County will be requesting proposals for Deed book repair and restoration (2023 budgeted item).

Recess Commissioners' Public Meeting for the Board of Assessment Revisions

6.0 BOARD OF ASSESSMENT REVISIONS

- 6.1 Convene Board of Assessment Revisions.
- 6.2 Brooke Wright – Approve the following real estate tax refund:
 - 40-003-101.08 – 4 Girton Drive - \$1,039.38

6.3 Adjourn Board of Assessment Revisions.

Reconvene Commissioners' Public Meeting

7.0 TDA ACTIONS

7.1 Jessica Segraves – Approve the following TDA actions as outlined in Attachment (C).

8.0 ACTION ITEMS

8.1 Nayte Carter – Vote to approve Amendment 1 to Subrecipient Agreement with Borough of South Williamsport (2020 CDBG funds).

8.2 Nayte Carter – Vote to approve Amendment 1 to Subrecipient Agreement with Borough of Montoursville (2020 CDBG funds).

8.3 Matthew McDermott – Vote to approve the appointment of Beth Miller as a member to the Lycoming County Planning Commission for the term of 1/26/2023 – 12/31/2026.

8.4 Mya Toon – Vote to approve Agreement for Mental Health Services with Restorative Behavioral Health, Inc. (2023 budgeted item).

8.5 Mya Toon – Vote to approve Genetic Parentage Testing Agreement with DNA Diagnostic Center Inc. (2023 budgeted item).

8.6 Mya Toon – Vote to approve Amendment to Service Agreement with Keller Partners & Company, LLC. (2023 budgeted item).

8.7 Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of December (2023 budgeted item).

8.8 Mya Toon – Vote to approve the purchase of radios and accessories from Motorola Solutions (2023 budgeted item).

8.9 Jerry Kennedy – Vote to approve GIS software Enterprise Licensing Agreement (2023 budgeted item).

8.10 Jason Yorks – Vote to approve Waste Disposal Agreement with Lycoming County Water & Sewer Authority (2023 budgeted item).

8.11 Jason Yorks – Vote to approve Amendment to Agreement with Meiser and Earl, Inc. (2023 budgeted item).

8.12 Jason Yorks – Vote to approve the purchase of a 2023 Western Star Transfer Truck from Sunbury Motors Ford (2023 budgeted item).

- 8.13 Jason Yorks – Vote to approve the Master Power Purchase and Sale Agreement Confirmation Letter #4 with Energy Power Investment Company, LLC. (2023 budgeted item).
- 8.14 Jason Yorks – Vote to approve Amendment of Solicitation/Modification of Contract with Federal Bureau of Prisons (2023 budgeted item).
- 8.15 Jason Yorks – Vote to approve an undercarriage rebuild for RMS 2016 Cat D6T Dozer from Cleveland Brothers (2023 budgeted item).
- 8.16 Jenn McConnell – Vote to approve Project Modification Request for the Lycoming County Probation Restrictive Conditions grant with Pennsylvania Commission on Crime and Delinquency (2023 budgeted item).
- 8.17 Jenny Picciano – Vote to approve Resolution 2023-01 to approve submission of Whole Home Repair Program Grant to Department of Community and Economic Development.
- 8.18 Ken George – Vote to approve Agreement with Monitronics International, Inc. (2023 budgeted item).

9.0 COMMISSIONER COMMENT

10.0 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.

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, February 2, 2023, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

PERSONNEL ACTIONS:

- Resource Management Services – Zachary Moore, Recycling Laborer, Part-Time New Position, \$14.50 per hour, not to exceed 1000 hours in a year, Anticipated Start Date: January 30, 2023.
- Resource Management Services – Lukas Brungard, Equipment Operator, Part-Time Transfer, \$18.00 per hour, not to exceed 1000 hours in a year, Anticipated Transfer Date: February 5, 2023.
- Resource Management Services – Casey Swank, Equipment Operator, Full-Time Transfer, \$19.33 per hour, 80 hours per Pay Period, Anticipated Transfer Date: February 5, 2023.
- Information Technology – Clayton Keefer, Technology Specialist, Full-Time Replacement, \$22.39 per hour, 75 hours per Pay Period, Anticipated Start State: February 6, 2023.
- Facilities Management – Ernie Butler, Custodial Team Leader, Full-Time Replacement, \$18.66 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 5, 2023.
- Prison – Kody Kreamer, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: January 30, 2023.
- Prison – Levi Yorks, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: January 30, 2023.
- Prison – Julie Morlock, Clerk IV, Full-Time Transfer, \$16.22 per hour, 80 hours per Pay Period, Anticipated Transfer Date February 5, 2023.
- Prison – Alison Lanahan, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: February 6, 2023.
- Prison – Nathan Conser, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: February 6, 2023.
- Prison – Ian Heap, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: February 6, 2023.

- Human Resources - Human Resources – Angela Lepley, Recruitment Specialist, Full-Time Transfer, \$18.04 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 5, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Office of the District Attorney – Reclassification to Abigail Buchner, Adult Victim Witness Coordinator, to a Fully Qualified Status
 - Abigail will move from a Paygrade 7 to a Paygrade 8

- Department of Public Safety – Title Change from Telecommunicator III to Communications Supervisor.
 - Alexander Haefner and Tyler Fetterman titles to be changed.

ATTACHMENT (C)

TDA ACTIONS:

- Office of the District Attorney – Reclassification to Abigail Buchner, Adult Victim Witness Coordinator, to a Fully Qualified Status
 - Abigail will move from a Paygrade 7 to a Paygrade 8

- Department of Public Safety – Title Change from Telecommunicator III to Communications Supervisor.
 - Alexander Haefner and Tyler Fetterman titles to be changed.