

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, FEBRUARY 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

2.0 BID OPENING

- 2.1 Krista Rogers – Open the following bid:
 - Overhaul and re-write of both the County's Zoning Ordinance and County Subdivision and Land Development Ordinance

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to approve accounts payable cash requirement report through 2/22/2023 to be paid on 2/15/2023.

4.0 PERSONNEL ACTIONS

- 4.1 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

5.0 SALARY BOARD

- 5.1 Convene Salary Board.
- 5.2 Matthew McDermott – Vote to approve 2023 TDA and Salary Schedule.
- 5.3 Matthew McDermott - Vote to approve administrative correction for Elected Official Salary Schedule.
- 5.4 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).
- 5.5 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 TDA ACTIONS

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

7.0 INFORMATION ITEMS

7.1 Mya Toon – Acknowledge the County will be requesting bids for the following:

- Janitorial Services for the County Health and Wellness Center
- Williamsport Region Relief Well Rehabilitation and Replacement Project

8.0 ACTION ITEMS

8.1 Matthew McDermott – Vote to approve 2023 TDA and Salary Schedule.

8.2 Matthew McDermott - Vote to approve administrative correction for Elected Official Salary Schedule.

8.3 Matthew McDermott – Vote to approve the reappoint of Christopher A Logue and William J. Martin to the Williamsport Municipal Airport Authority effective 1/1/2023 to 12/31/2027.

8.4 Matthew McDermott – Vote to approve Emergency Resolution 2023-02 for repairs to plumbing system (2023 budget funds available).

8.5 Jason Yorks – Vote to approve Resolution 2023-03 for acceptance of offer from GSA for the purchase of the Federal Correctional Complex (2023 budgeted item).

8.6 Matthew McDermott – Vote to approve Resolution 2023-04 for authorizing reimbursement of prior expenditures from the proceeds of tax-exempt obligations in connection with the purchase of real estate.

8.7 Ken George – Vote to approve Amendment to Agreement with Lutron Services Co., Inc. (2023 budgeted item).

8.8 Ken George – Vote to approve Amendment to Agreement with Johnson Controls Fire Protection LP (2023 budgeted item).

8.9 Forrest Lehman – Vote to approve Settlement Agreement with U.S. Department of Justice

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 23, 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:

- Prison – Chloe Perrin, Correctional Counselor, Full-Time Transfer, \$24.29 per hour, 80 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Courts – Erika Grimes, Magisterial District Court Supervisor, Full-Time Transfer, \$18.99 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Tax Assessment – Pam Kovalski, Tax Claim Assistant/Financial Technician, Full-Time Transfer, \$25.75 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Tax Assessment – Cindy Black, Clerk IV Tax Claim, Full-Time Transfer, \$18.58 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- District Attorney's Office – Gabriella Wise, Victim Witness Coordinator, \$20.97 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Pre-Release Center – David Couch, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: February 27, 2023.
- Prison – Nathan Straub, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.
- Prison – Hunter Hess, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.
- Prison – Karen Benson, Licensed Practical Nurse, Full-Time Replacement, \$33.60 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Information Technology – Request to add a Full-Time, Senior Technology Administrator with a starting pay of \$65,000 per year.

ATTACHMENT (C)

TDA ACTIONS

- Information Technology – Request to add a Full-Time, Senior Technology Administrator with a starting pay of \$65,000 per year.