

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, MARCH 23, 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 - Vietnam Era War Veterans Day

2.0 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individual(s) on their service to Lycoming County:
 - Phyllis Feese-Guyette – 35 years

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to approve accounts payable cash requirement report through 3/29/2023 to be paid on 3/22/2023 in the amount of \$1,590,443.18.

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 the following salary board actions as outlined in Attachment (B).
- 5.3 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 ACTION ITEMS

- 7.1 Matthew McDermott – Vote to approve Agreement with American Federation of State, County and Municipal Employees, AFSCME AFL-CIO, Pre-Release Center Local 3403 (2023 budget funds available).
- 7.2 Matthew McDermott – Vote to approve Commercial Insurance Proposal from The Hartman Group for the Lycoming County Recreational Authority in the amount of \$2,270.00 (2023 budgeted item).
- 7.3 Mya Toon – Vote to approve Pennsylvania Commission on Crime and Delinquency Project Modification Request for Lycoming County Probation with Restrictive Conditions Grant (2023 budgeted item).
- 7.4 Nancy Ackley – Vote to approve Agreement with Dinges, Dinges & Waltz, LLC. (2023 budgeted item).
- 7.5 Nancy Ackley – Vote to approve Agreement with Gillum Psychological & Counseling Services (2023 budgeted item).
- 7.6 Nancy Ackley – Vote to approve Agreement with CHOR Youth and Family Services, Inc. (2023 budgeted item).
- 7.7 Paula Young – Vote to approve the 2023-2024 Radiation Emergency Response Fund (RERF) Grant application in the amount of \$5,856.00 (2023 budgeted item).
- 7.8 Jerry Kennedy – Vote to approve the Prothonotary’s Civil Document Software Annual Maintenance Invoice in the amount of \$23,238.00. (2023 budgeted item).
- 7.9 Maleick Fleming – Vote to approve Subrecipient Agreement with Transitional Living Centers, Inc. in the amount of \$210,000.00 (2022 PHARE funds).
- 7.10 Austin Daily – Vote to approve Change Order for Bridge Bundle 3 with Ryland Construction Company, Inc. in the amount of \$48,500.00 (Liquid Fuels funds).
- 7.11 Ken George – Vote to approve the following Amendment to Agreements with Direct Energy Business:
- Gas Transactions for the Prison, Executive Plaza, Third Street Plaza, Courthouse, Lysock View Complex, and Pre-Release Center.
 - Electricity Transactions for all County owned facilities.

8.0 COMMISSIONER COMMENT

9.0 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.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, March 30, 2023, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

PERSONNEL ACTIONS:

- Assessment – Stacy Snyder, Clerk IV, Full-Time Replacement, \$17.64 per hour, 75 hours per Pay Period, Anticipated Start Date: March 27, 2023.
- Facilities Management – Niles Stover, Maintenance III, Full-Time New Position, \$29.12 per hour, 75 hours per Pay Period, Anticipated Transfer Date: April 3, 2023.
- Judge Biichle – Amber Winder, Administrative Specialist, Full-Time Replacement, \$17.96 per hour, 75 hours per Pay Period, Anticipated Start Date: April 3, 2023.
- Prison – Kylee Dewitt, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 26, 2023.
- Pre-Release Center – Ryan Higgins, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: April 10, 2023.
- District Attorney – Renee Thomas, Clerk III, Full-Time New Position, \$14.73 per hour, 75 hours per Pay Period, Anticipated Start Date: April 11, 2023.

SALARY BOARD ACTIONS:

- Information Technology – Request to remove Software Analyst, Grade 10, position from TDA.
- Information Technology – Request to add Software Specialist, Grade 9, to the TDA.
- Conservation District – Request to add a Temporary Part-Time Administrative Specialist, Paygrade 6, Not to exceed 450 hours.

ATTACHMENT (C)

TDA ACTIONS:

- Information Technology – Request to remove Software Analyst, Grade 10, position from TDA.
- Information Technology – Request to add Software Specialist, Grade 9, to the TDA.
- Conservation District – Request to add a Temporary Part-Time Administrative Specialist, Paygrade 6, Not to exceed 450 hours.