

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, JUNE 22, 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 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individuals on their service to Lycoming County:
 - District Attorney's Office – Calvin Irvin – 10 years
 - Resource Management Services – Cherie Rogers – 30 Years

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to approve Accounts Payable Cash Requirement Report for invoices due through 6/28/23 to be paid on 6/21/23 for \$795,532.84.
- 3.2 Kalen Barnes – Vote to approve the Poll Workers Payment Report for payment on 6/15/23 in the amount of \$85,756.42.
- 3.3 Kalen Barnes – Vote to approve Jury Payment Panel #12 Report for payment on June 21, 2023 in the amount of \$5,183.00.

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 the appointment to the following Williamsport Municipal Airport Authority:
- Suzette Snyder
- 7.2 Mya Toon – Vote to approve the rejection of the bid received for Lysock Handicap Ramp Replacement Project.
- 7.3 Mya Toon – Vote to approve the award of the bid for Third Street Plaza Reroofing Project to Hulton Contracting Inc. in the amount of \$209,875.00 (2023 budgeted item).
- 7.4 Mya Toon – Vote to approve architectural fee proposal with Tony Visco, Jr. in the amount of \$27,200 (2023 budgeted funds available).
- 7.5 Mya Toon – Vote to approve quote for shirts for the Lycoming County Fair Communication Operations team from Roger's Uniforms in the amount of \$444.48.
- 7.6 Ken George – Vote to approve Agreement with Ainsworth Inc. in the amount of \$35,600.00 (2023 budgeted item).
- 7.7 Beth Baylor – Vote to approve Second Amendment to Agreement with Geisinger Medical Center (2023 budgeted item).
- 7.8 Sal Vitko – Vote to approve Pennsylvania Department of Transportation Transportation Planning and Programming Grant Agreement in the amount of \$751,550.00 (2023 budgeted item).

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

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, June 29, 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:

- Information Technology and Consolidated Services – Heather Leonard, Administrative Specialist, Full-Time Replacement, \$17.96 per hour, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Prison – Matthew Vogel, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 16, 2023.
- Prison – Lauren Walters, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 30, 2023.
- Prison – Kylee Dewitt, Correctional Officer I, Part-Time New Position, \$20.00 per hour, Not to exceed 1000 hours, Anticipated Transfer Date: June 25, 2023.
- Register and Recorder – Nydia McNutt, Clerk IV, Full-Time Replacement, \$17.64 per hour, 75 hours per Pay Period, Anticipated Start Date: June 26, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Request to approve the long-term vacancy coverage pay for the following employee effective June 8, 2023:
 - RMS – Dennis Brewer, Resource Recovery Supervisor

- Request to approve the long-term vacancy coverage pay for the following employees, effective June 13, 2023:
 - Information Services – Leslie Bastion, Consolidated Services Manager
 - Information Services – Mark Hulyo, Deputy Chief Information Officer

- Request to add the following position:
 - Prison - Per Diem/Part Time Licensed Practical Nurse, Paygrade 10, not to exceed 1,000 hours annually.

ATTACHMENT (C)

TDA ACTIONS:

- Request to add the following position to the TDA:
 - Prison - Per Diem/Part Time Licensed Practical Nurse, Paygrade 10, not to exceed 1,000 hours annually.