

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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COUNTY of LYCOMING  
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WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING AGENDA  
THURSDAY, JULY 27, 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 for invoices due through 8/2/23 to be paid on 7/26/23 in the amount of \$3,322,612.82.

**3.0 INFORMATION ITEMS**

- 3.1 Tanya Collins – Review projects for the FFY 2023 Community Development Block Grant funds (2023 CDBG funded).
- 3.2 Mya Toon – Acknowledge the County will be requesting proposals for Professional Construction Phase Engineering Services.

**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).

**5.0 ACTION ITEMS**

- 5.1 Jessica Segraves – Vote to approve Amendment to All Group Health Plan.
- 5.2 Matthew McDermott – Vote to approve the purchase of network equipment and support for the Prison, the Sheriff's Office and Third Street Plaza in the amount of \$105,143.13 (2023 non-budgeted items but funds are available).
- 5.3 Mya Toon – Vote to approve Act 13 Agreement with Lycoming Water & Sewer Authority in the amount of \$31,350.00 (Act 13 funded).
- 5.4 Mya Toon – Vote to approve Agreement of Sale with Horizon Federal Credit Union in the amount of \$3,620,000.00.

- 5.5 Mya Toon – Vote to approve the FY 23-24 State Food Purchase Program Plan Operation and Agreement.
- 5.6 Nancy Ackley – Vote to approve Agreement with GEO Reentry Services, LLC (2023 budgeted item).
- 5.7 Nancy Ackley – Vote to approve Agreement with Central Counties Youth Center (2023 budgeted item).
- 5.8 Ken George – Vote to approve Agreement with Air Management Technologies, Inc. in the amount of \$125,600.00 (2023 budgeted item).
- 5.9 Jason Yorks – Vote to approve the purchase of a replacement leachate loading pump from N. Braydon LLC in the amount of \$33,994.00 (2024 budgeted item; ordering now due to lead time).
- 5.10 Eric Endresen – Vote to approve Master Services Agreement with Rapid Financial Solutions, LLC (2023 non-budgeted items but funds are available).

**6.0 COMMISSIONER COMMENT**

**7.0 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

**8.0 NEXT SCHEDULED MEETING**

The next Commissioners' Public Meeting will be held on Thursday, August 3, 2023, at 10:00 A.M. in the Commissioners' Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

- Adult Probation – Brenna Wright, Adult Probation Officer II, Full-Time Replacement, \$23.82 per hour, 80 hours per Pay Period, Anticipated Start Date: September 26, 2023.
- Budget & Finance – Emily Snyder, Accountant I, Full-Time Replacement, \$47,794.50 per year, 75 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Consolidated Services – Hannah Uber, Clerk III – Mailroom, Full-Time Replacement, \$14.73 per hour, 75 hours per Pay Period, Anticipated Start Date: August 7, 2023.
- Consolidated Services – Arianna Fox, Records Retention Coordinator, Full-Time Replacement, \$16.70 per hour, 75 hours per Pay Period, Anticipated Start Date: August 7, 2023.
- Department of Public Safety – Samantha Gordner, PT Telecommunicator II, Part-Time Replacement position, not to exceed 1000 hours annually, \$22.29 per hour, Anticipated Transfer Date: August 6, 2023.
- Emergency Management Agency – Emmalynn Gillen, PT EMA Clerk III, Part-Time Replacement position, not to exceed 1000 hours annually. \$14.44 per hour, Anticipated Start Date: July 31, 2023.
- Emergency Management Agency – Stacey Folk, Emergency Management Specialist – Planning, Full-Time Replacement, \$41,203.50 per year, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Facilities Management – Heather Haight, Custodial Worker, Full-Time Replacement, \$14.08 per hour, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Facilities Management – Brandon Hull, Maintenance III HVAC, Full-Time Replacement, \$29.68 per hour, 75 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Prison – Ellen Oakes, LPN, Full-Time Replacement, \$30.00 per hour, 80 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Resource Management Services – Cheryl DiBernardo, Recycling Laborer, Full-Time Replacement, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Veterans Affairs – Jeffery Hamilton, Veteran’s Affairs Assistant, Full-Time Replacement, \$20.97 per hour, 75 hours per Pay Period, Anticipated Transfer Date: August 6, 2023.