

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**  
**Meeting Agenda**  
**Tuesday, March 16, 2021**  
**10:00 A.M.**

**AGENDA ITEMS ARE SUBJECT TO CHANGE WITHOUT NOTICE**

**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 (Agenda Items Only)
- 1.6 Present Proclamation- Sunshine Week

**2.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

Nicki Gottschall – Approve the following cash requirement report(s):

- 2.1 Nicki Gottschall- Approve accounts payable cash requirement report through March 24, 2021 for payment March 17, 2021 in the amount of \$2,667,212.32.

**3.0 TDA ACTION**

Roxanne Grieco – Approve update to the TDA Report:

- 3.1 Commissioners-
  - Remove one (1) PT Clerk I paygrade 2 position. Effective immediately.
- 3.2 Planning-
  - Reclassify one (1) PT Clerk I (II) paygrades 2/3 position to a PT Clerk III, paygrade 4. Effective March 21, 2021.
- 3.3 District Attorney-
  - Reclassify one (1) PT Clerk I paygrade 2 position to a PT Clerk III, paygrade 4. Effective March 21, 2021.

**4.0 PERSONNEL ACTIONS**

Roxanne Grieco – Approve the following personnel action(s):

- 4.1 Controller– Matthew J. Tierney, Full-Time, General Accountant, Paygrade 9, \$42,601.69. Effective 3/22/21.
- 4.2 District Attorney– Gabriella L. Wise, Part-Time Reclassification, Clerk III, Paygrade 4, \$15.69/ Hourly. Not to exceed 1000 hours annually. Effective 3/21/21
- 4.3 Planning- Christine R. Gartelman, Part-Time Reclassification, Clerk III, Paygrade 4, \$13.09/Hourly. Not to exceed 1000 hours annually. Effective 3/21/21.

***Recess Commissioners’ Public Meeting***

**5.0 SALARY BOARD ACTIONS**

Roxanne Grieco – Approve update to the following salary schedule(s):

- 5.1 Commissioners-
  - Remove one (1 ) PT Clerk I paygrade 2 position. Effective immediately.
- 5.2 Planning-
  - Reclassify one (1) PT Clerk I (II) paygrades 2/3 position to a PT Clerk III, paygrade 4. Effective March 21, 2021.
- 5.3 District Attorney-
  - Reclassify one (1) PT Clerk I paygrade 2 position to a PT Clerk III, paygrade 4. Effective March 21, 2021.
- 5.4 Adjourn Salary Board Actions

***Reconvene Commissioners’ Public Meeting***

**6.0 REPORTS/INFORMATION ITEMS**

NONE

**7.0 ACTION ITEMS**

- 7.1 Mya Toon- Vote on the purchase of flags from FlagZone LLC in the amount of \$11,138.40. 2021 budgeted item.
- 7.2 Mya Toon- Vote to award ITB to construct a flood wall with footing; and a garage foundation wall, with footing and a concrete floor slab at 2107 Lycoming Creek Road, Williamsport to Turnkey Construction, Inc in the amount of \$189,500.00. 2021 budgeted item.
- 7.3 Shannon Rossman- Vote on Agreement with Montgomery Water Authority in the amount of \$574,200.00. 2021 budgeted item.
- 7.4 Jenny Picciano- Vote on Second Amendment to Agreement with ATC Group Services dba BCM Engineers.
- 7.5 Jenny Picciano - Vote on Subrecipient Monitoring Agreement with Greater Lycoming Habitat for Humanity in the amount of \$55,000.00.
- 7.6 Jenny Picciano - Vote on Subrecipient Monitoring Contract with YWCA Northcentral PA in the amount of \$70,000.00.
- 7.7 Jason Yorks- Vote on the purchase of a 2021 Caterpillar D4 Dozer in the amount of \$175,271.00. 2021 budgeted item.
- 7.8 Jason Yorks- Vote on Agreement with Cintas Uniform 2021 budgeted item.
- 7.9 Jason Yorks- Vote on the purchase of a bush hog mower attachment in the amount of \$27,349.30. 2021 budgeted item.

**8.0 COMMISSIONER COMMENT**

**9.0 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 Tuesday March 30, 2021 at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.