

**Commissioners:**

R. JACK MCKERNAN  
*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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## ***Commissioners' Meeting Agenda***

### ***January 17, 2019***

#### ***Opening Prayer***

#### ***Pledge to the Flag***

### **1.0 OPERATIONS**

- 1.1 Convene Commissioners' meeting.
- 1.2 Approve the minutes of the previous meetings.
- 1.3 Receive public comments (agenda items only).

### **2.0 ACTION ITEMS**

- 2.1 Approve Contracts Activity Report for January 1- 16, 2019. (Matthew McDermott/Mya Toon)

- 2.4 Approve the changes to TDA and Totals Report: (Roxanne Greico)

Prothonotary – Reclassification of Data Entry Legal, pay grade 4 to Clerk IV, paygrade 5  
Planning – Removal of Deputy Director GIS position effective January 27, 2019.

- 2.5 Approve Personnel Actions:(Roxanne Greico)

- Planning & Community Development – Frances W. McJunkin- as a reclassification to Deputy Director of Planning & Community Development- Pay grade 12 - \$74, 091.28 annually effective 1/27/19.
- Prothonotary – Brenda K. Smith – a promotion and reclassification to Clerk IV- Pay grade 5 - \$16.69/hour effective 1/13/19.
- Veterans Affairs – Michael D. Seitzer – reclassification to fully qualified status Veteran Affairs Assistant- Pay grade 7 - \$18.71/hour effective 1/13/19.
- RMS – Business Office – Lindsey Jo Packard – as full time replacement Clerk III/Accounts Receivable – Pay grade 4 - \$13.95/hour effective 1/28/19.
- Juvenile Probation – Nathan Hill – as full time replacement Juvenile Probation Officer- JPO/Union Position - \$21.95/hour effective 1/27/19.
- Sheriff – Charles E. Schwab – as full time replacement Deputy Sheriff – DS - \$18.34/hour effective 2/4/19.

- 2.6 Approve FY2019 Certification of County Funds – PA Farmland Preservation Program. (Mark Davidson)
- 2.7 Approve FY2019 Annual renewal invoices for the Superion software maintenance agreement- various modules of our eFinancePlus financial package in the amount of \$102, 468.61. (Karl Demi)
- 2.8 Approve FY2018-2019 PSA Adelphoi Village Agreement. (Ed Robbins)
- 2.9 Approve FY2018-2019 PSA with C. Townsend Velkoff, M.S. for Juvenile Probation Outpatient Psychotherapy. (Ed Robbins)
- 2.10 Approve 2019 SEDA-COG Board Reappointments. (Matt McDermott)  
Commissioner R. Jack McKernan  
Howard W. Fry, III

***Recess Commissioners' Meeting***

**3.0 SALARY BOARD**

- 3.1 Convene Salary Board.
- 3.2 Approve update to the 2019 Salary Schedule: (Roxanne Greico)

Prothonotary – reclassification of Data Entry Legal, pay grade 4 to Clerk IV, pay grade 5.  
Planning – Removal of Deputy Director GIS position effective January 27, 2019.

- 3.4 Adjourn Salary Board.

***Reconvene Commissioners' Meeting***

**5.0 REPORTS/INFORMATION ITEMS**

- 5.1 Adam Welteroth/Amber Morningstar – Lycoming County Human Trafficking Outreach Team/January as Human Trafficking Awareness Month.

**6.0 COMMISSIONER COMMENT:**

**7.0 PUBLIC COMMENT:**

**8.0 NEXT REGULARLY SCHEDULED MEETING:** The next work Session is on Tuesday, January 22, 2019. The EIP presentation by PFM will be held on Thursday, Jan 31, 2019 at 6:30 p.m. in the Commissioner's Briefing room. 1<sup>st</sup> Floor Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

**9.0 ADJOURN COMMISSIONERS' MEETING.**