

Commissioners:

R. JACK MCKERNAN
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
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Commissioners' Meeting Agenda

January 31, 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 renewal agreement with Harris Local Government for Software Support and Print Services of Lycoming County's Tax Collection Software Programs.
(Tom Heap)
- 2.2 Approve Professional Services Agreement Renewal between the County of Lycoming and David Wilk as Solicitor to Central Collections Office.(Tom Heap)
- 2.3 Approve Revised TDA and Totals Report updating the following changes:
(Roxanne Greico)
 - Creating one (1) full-time Public Defender, paygrade 15
 - Creating one (1) full-time Bail Release Officer position for the Prison, paygrades 8/9
 - The reclassification of one (1) full-time Domestic Relations Officer, union position to Domestic Relations Attorney, paygrade 11
 - The reclassification one (1) full-time Prothonotary Clerk I (II) position, paygrade 2/3 to Clerk III, paygrade 4 (elected to eliminate 2019 budgeted part-time Clerk I position, paygrade 2)
- 2.4 Approve the following personnel actions: (Roxanne Grieco)
 - Public Defender- Nicole J. Spring – new position as a Full time Public Defender- Pay grade 15 - \$98,304.70 annually effective 2/24/19.
 - Public Defender – Matthew Welickovitch – as a full time replacement and promotion to 1st Assistant Public Defender – Pay grade 13 - \$60,685.96 annually effective 2/24/19.

Maintenance – Joseph A. Kyle – as a full time replacement and promotion to Maintenance III- Pay grade 8 - \$21.57 /hourly effective 2/10/19.
Prison – Tara R. Savage – as a full time replacement LPN –Pay grade 6 - \$23.00/ hourly effective 2/11/19.

2.5 Approve FY2018 PHARE Sub recipient Monitoring Agreement with STEP, Inc. for the Homes-in-Need Program. (Jenny Picciano/Austin Daily)

2.6 Approve 30ft Sewage Force Main Easement for right- of- way with Gregg Township. (Jason Yorks)

Recess Commissioners' Meeting

3.0 Salary Board

3.1 Approve Revised Salary Schedule reflecting the creation of: (Roxanne Greico)

- One (1) full-time Public Defender, paygrade 15.
- One (1) full-time Bail Release Officer position, paygrades 8/9
- The reclassification of one (1) full-time Domestic Relations Officer, union position to Domestic Relations Attorney, paygrade 11
- The reclassification one (1) full-time Prothonotary Clerk I (II) position, paygrade 2/3 to Clerk III, paygrade 4 (elected to eliminate 2019 budgeted part-time Clerk I position, paygrade 2)

Reconvene Commissioners' Meeting

5.0 REPORTS/INFORMATION ITEMS

5.1 Recognition of Central Collections Staff. (Tom Heap)

5.2 Prison is requesting bids for Food Products. (Mya Toon)

5.3 Postponed to 2/7/19 due to weather. Welcome to Jersey Shore High School- Future Business Leaders of America. (Dolly Oden)

6.0 COMMISSIONER COMMENT:

7.0 PUBLIC COMMENT:

8.0 NEXT REGULARLY SCHEDULED MEETING: The next Planning Session will be on Tuesday, February 5, 2019. The EIP presentation by PFM will be held this evening, January 31, 2019 at 6:30 p.m. in the Commissioner's Briefing room. 1st Floor Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

9.0 ADJOURN COMMISSIONERS' MEETING.