

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*

---

Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

## ***Commissioners' Meeting Agenda***

**August 1, 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 Update to TDA and Totals Report: (Roxanne Grieco)  
Coroner – Remove one (1) FT Deputy Coroner, pay grade 7  
Domestic Relations – Add one (1) FT Law Clerk, pay grade 8  
District Attorney – Add one (1) FT Law Clerk, pay grade 8
- 2.2 Approve the following personnel actions: (Roxanne Grieco)  
RMS-Operations – Conner Kepner – as a new position Equipment Operator- pay grade 6 - \$18.00 per hour effective 8/16/19.  
Domestic Relations – Jessica L. Dodson – as a new position Domestic Relations Law Clerk - pay grade 8 - \$38,548.49 annually effective 8/5/19.  
Register & Recorder – Elliott C. Crossley – as a full time replacement  
Clerk I – Pay grade 2 – \$11.79 per hour effective 8/5/19.  
District Attorney – Jerry Grill - as a full time replacement Assistant District Attorney – AD - \$53,022.72 annually effective 8/5/19.
- 2.3 Approve professional service agreement with Richard E. Dowell, JR. PH.D. for neuropsychological services. (Mya Toon)
- 2.4 Approve amendment to agreement with Steinbacher Enterprises, Inc. (Mya Toon)

2.5 Approve Susquehanna Motor Company, Inc., final invoice for this maintenance event at a total cost of \$15,307.33. (Jason A. Yorks/Michael D. Hnatin, PE)

2.6 Award a purchase agreement to Thermo Fisher Scientific d.b.a., Thermo Eberline, LLC, in the amount of \$21,304.00. (Jason A. Yorks/Michael D. Hnatin, PE)

2.7 Approve Resolution 2019-12 Utilization of certain real property located within the Borough for public purposes. Quitclaim Deed, Tax Parcel No. No. 35-002-118 (Matthew McDermott)

2.8 Approve annual renewal 2019-2020 JusticeWorks Youthcare, Inc., PSA. (Ed Robbins)

2.9 Approve annual renewal 2019-2020 Diakon/Spin PSA. (Ed Robbins)

2.10 Approve annual renewal 2019-2020 Mid-Atlantic Youth Services PSA. (Ed Robbins)

2.11 Approve professional service agreement with Hunter & Lomison, Inc. (Scott Konkle)

2.12 Approve amendment to 2019-2014 Marco contract for two additional copiers for fiscal and purchasing. (Leslie Kilpatrick)

### ***Recess Commissioners' Meeting***

## **3.0 SALARY BOARD**

- 3.1 Approve update to Salary Schedule. (Roxanne Grieco)  
Coroner – Remove one (1) FT Deputy Coroner, pay grade 7  
Domestic Relations – Add one (1) FT Law Clerk, pay grade 8  
District Attorney – Add one (1) FT Law Clerk, pay grade 8

## **4.0 BOARD of ASSESSMENT REVISION**

### ***Reconvene Commissioners' Meeting***

## **5.0 REPORTS/INFORMATION ITEMS:**

## **7.0 PUBLIC COMMENT:**

## **8.0 NEXT REGULARLY SCHEDULED MEETING:** Planning Session on Tuesday, August 6, 2019.

## **9.0 ADJOURN COMMISSIONERS' MEETING.**