

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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COUNTY of LYCOMING
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**Minutes of the Meeting of
August 16, 2018
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Present
Commissioner Mussare - Present
Commissioner Mirabito - Present

Solicitor Smith - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting at 10:03 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENT (AGENDA ITEMS ONLY). Mr. McKernan opened the floor to public comment agenda items only, and no comments were made.

2.0 ACTION ITEMS

- 2.1 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH PAUL ALBERT ARCHITECT LCP. A motion by Mr. Mirabito and seconded by Mr. McKernan and passed (3-0) approved the PSA with Paul Albert Architect LCP for exterior front entrance of the Lycoming County Prison in the amount not to exceed \$16,768.00. The redesign is addressing the instability of the retaining wall and safety concerns of vehicular access to the prison.
- 2.2 APPROVE PURCHASE UPGRADE WITH PROCESS CONTROL SOLUTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) approved purchase from Process Control Solutions, for PLC Process, I/O

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Modules and Touchscreen within a 2006 American Recycling Baler in the amount of \$11,768.00.

- 2.3 APPROVE COOPERATIVE AGREEMENTS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) to approve cooperative CDBG agreements as listed:
FFY 2014 Washington Township in the amount of \$2,702 for Hill Road Reconstruction.
FFY 2014 West Branch Regional Authority in the amount of \$43, 952.10 for sewer lateral reconstruction in the Borough of Montgomery for low to moderate income residents.
FFY 2017 Montoursville Borough as an "On Behalf of " municipality in the amount of \$71, 385 for curb cut handicap ramp reconstruction and homeowner- sidewalks.
- 2.4 APPROVE PERSONNEL ACTIONS: A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:
RMS – Operations – Stanley L. Rogers Jr. as full time replacement
Equipment Operator – Pay Grade 6 - \$18.00/hour effective 8/21/18.
District Attorney – Nicole Boyer as a part time replacement Clerk I – Pay grade 2 - \$10.94/ hour effective 8/20/2018 not to exceed 1000 hours annually.

5.0 REPORTS/INFORMATION ITEMS

- 5.1 Barry Rake provided an update on his youth drug awareness program, "Too Smart to Start". He has been working with "Saving Lives for Zachary" and local churches to reach the youth with his message and to assist parents in talking with their children about the dangers of drug use. Mr. Mussare acknowledged his successes and thanked Mr. Rake for all of his work in the community.
- 5.2 Adrienne Stahl, Esq. and Commissioners awarded Dana Jaques - Family Court Hearing Officer a service pin for her 23 years of excellence to Lycoming County Courts. Ms. Stahl stated Ms. Jacques is a huge asset to the courts. Mr. McKernan also acknowledged and appreciated her contributions to the law library and acknowledged her overall part of the success of the family court system.
- 5.3 Jason Yorks presented LCRMS's request for a new Bid Cycle Wastewater, Deposit Control and Odor Control Chemicals. Bids will be due August 31, 2018 and opened on September 4, 2018.
- 5.4 Kristen McLaughlin from SEDA-COG reviewed FFY 2018 CDBG Project Review. See Attached.

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5.5 APPROVE RESOLUTION 2018-20 Declaration of Disaster Emergency. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Resolution 2018 -20, a declaration of Disaster Emergency was declared by the Commissioners of Lycoming County on July 25, 2018. Pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management services code (35 PA C.S.A).

5.6 APPROVE RESOLUTION 2018-21 Declaration of Disaster Emergency. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Resolution 2018 – 21, a declaration of Disaster Emergency was signed by the Commissioners of Lycoming County. Dan Dorman and John Yingling explained the process was necessary due to the multiple storms of August 13 and 14, 2018 to be in compliance with PEMA and FEMA guidelines to receive funds. One of the gauges reported rising 6 inches in an hour. DPS Yingling warned citizens to please heed the FLASH FLOOD warnings. DPS Yingling also wanted to thank all of those who have helped in the multiple of storms, Lycoming County has experienced.

6.0 COMMISSIONER COMMENT . Mr. Mirabito opened to commissioner comment and the following were received:

Mr. Mussare was concerned regarding recent marijuana overdoses. The marijuana was laced with K2. He wanted to warn young people that Marijuana is not “safe” and can be fatal. The number of overdoses causes stress on our EMS, first responder and hospital resources.

Mr. Mussare also wanted to remind Lycoming Residents of the upcoming assessment deadline on August 31, 2018. Citizens can contact the Assessment office or Collections.

7.0 PUBLIC COMMENT. Mr. Mirabito opened to public comment and the following were received:

Kevin Choate: Questioned Mr. Mirabito’s statement from Saturday’s paper regarding the closing of the Pre Release Center. Mr. Choate believes it is fiscally responsible to keep PRC open. “It has been a savior to a lot of people, allowing them to seek treatment, work jobs, rehabilitate”. Mr. Mirabito believes PRC needs to be reevaluated due to empty beds and mental health concerns at the prison, perhaps there are alternatives to how the money is spent. Mr. Choate and Mr. Mirabito agreed the conversation needs to be expanded to the employees and citizens of Lycoming County. William Teller would like the Commissioners “to get rid of the golf course” and “doesn’t like the taxpayers carrying buildings and such that are not working”. Mr. Mussare addressed the debt the golf course is in and that it would not be fiscally wise to sell a golf course for less than is you owed. Commissioners have been working with consultants to keep the golf course in the black, while paying off debt. Mr. Teller was also concerned with the lack of cell towers in parts of Lycoming County. DPS John Yingling addressed his concerns stating that ATT

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will be adding cell towers in 2019 to Waterville, Barbours, Ralston and Buttonwood. Another private company is looking at adding a new tower at the East End of Limestone.

Chad Riley: Requested that Commissioners hold more public meetings and town hall meetings so that Lycoming County residents can participate more and understand the decisions that are being made on their behalf. He believes that there are lots of smart people who would come up with solutions to solve our problems. Also would like to change the times, so that the meetings can be more accessible to others.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Mirabito announced the next planning session to be held Tuesday, August 21, 2018 at 10:00 a.m.

9.0 ADJOURN COMMISSIONERS' MEETING. The meeting was adjourned at 11:34 a.m.

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**COUNTY OF LYCOMING
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
PROJECT REVIEW
FFY 2018**

**LYCOMING COUNTY EXECUTIVE PLAZA BUILDING
COMMISSIONERS' MEETING ROOM**

August 16, 2018, 10:00 A.M.

I. County of Lycoming's FFY 2018 CDBG Allocation:

- County \$ 275,579
- Jersey Shore Borough \$ 91,949
- Montoursville Borough \$ 94,393
- South Williamsport Borough \$ 111,361
- Total Combined \$ 573,282

II. Project Evaluation Criteria:

- Eligibility
- Fundability
- Timeliness
- Financial Need
- Fair Share when applicable
- Attendance at Workshop and First Public Hearing

III. Projects Proposed for County FFY 2018 CDBG Funding:

1. **Applicant:** Ralston Area Joint Authority
Activity: Generator Acquisition
Project Cost: \$27,000
CDBG Request: \$23,000

Description: Acquisition and installation of a back-up generator system with an automatic power switch for the well pumps and chlorination system in McIntyre Township. This project would be eligible as a public facility improvement. Fundability needs to be determined via a survey of the service area.

2. **Applicant:** Recovery Community Connection
Activity: Relocation and Enhancement
Project Cost: \$43,200
CDBG Request: \$43,200

Description: Assist Recovery Community Connection with facility relocation by assisting with 3 years of lease agreement payments at the new facility, located in the YWCA. This project would be eligible as a public service and fundable based on income of clientele. Documentation of participant income would be required in order to show that at least 51% of the clientele are low- to moderate-income. The terms of the lease, specifically its length, may be an issue with DCED that needs clarification.

3. **Applicant:** Franklin Township
Activity: Lairdsville Lateral Installation
Project Cost: \$105,600
CDBG Request: \$105,600
Description: Lateral installation and on-lot disposal system decommissioning for residents of the Village of Lairdsville in Franklin Township. This may also include payment of special assessments for low- to moderate-income households. This project is related to the Lairdsville Sanitary Sewer Construction funded with CDBG in FFY 2017. This project would be eligible as housing rehabilitation and fundable based on benefit to low- to moderate- income persons through income documentation.

4. **Applicant:** Big Brothers Big Sisters
Activity: Recruitment
Project Cost: \$3,000
CDBG Request: \$3,000
Description: Volunteer recruitment items including brochures, banners, table-top display, and newspaper campaign. This project would be eligible as public service and fundable based on the income of the families served by the organization.

5. **Applicant:** American Rescue Workers, Inc
Activity: Elmira Street Building Renovations
Project Cost: \$302,440
CDBG Request: \$154,640
Description: Phase II of repairs to bricks and mortar, as well as painting to the American Rescue Workers building which houses the organization's homeless shelter for men, long-term residential job training program, store and recycling operations. This project would be eligible as a public facility improvement and fundable based on presumed benefit to low- to moderate-income persons (homeless).

6. **Applicant:** Roads to Freedom (Center for Independent Living)
Activity: Heating Oil UST System Removal
Project Cost: \$6,250
CDBG Request: \$6,250
Description: Removal of underground heating fuel tank. This project would be eligible as a public facility improvement and fundable based on presumed benefit to low- to moderate-income persons (severely disabled adults). This project is not cost effective for CDBG investment, however, due to the addition of environmental review costs and Davis Bacon Federal prevailing wage rates and enforcement.

7. **Applicant:** Covation Center Inc.
Activity: Business Start-ups
Project Cost: \$51,000
CDBG Request: \$51,000
Description: Strengthen small business start-ups across 10 townships in the eastern half of Lycoming County. This would be accomplished by identifying low- to moderate-income business owners, conducting needs-based work sessions, personal financial workshops, and mentoring sessions. This project would be eligible as a public service and fundable based on the income of business owner participating in the program.

8. Administration: 18% of total contract \$93,560

- SEDA-COG contract based on Scope of Services discussed
- Includes the administration of the County's CDBG funds, as well as South Williamsport, Jersey Shore, and Montoursville Boroughs that receive their CDBG funds through the County's contract.

IV. Project Finalization

- The Project Finalization meeting, at which time the Commissioners will approve project rankings and funding amounts, will be held on September 13, 2018, at 10:00 A.M.