

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary

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COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

J. DAVID SMITH
Solicitor

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LYCOMING COUNTY BOARD OF COMMISSIONERS

Meeting Minutes

PUBLIC MEETING

TUESDAY, March 31, 2020

10:00 A.M.

Present:

Scott Metzger

Tony Mussare

Rick Mirabito

Matthew McDermott

Solicitor Smith

1.0 BID OPENING

None

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT

None

2.0 EMPLOYEE SERVICE AWARDS

None

4.0 TDA ACTIONS

None

5.0 PERSONNEL ACTIONS

5.1 Roxanne Grieco – Approve the following personnel actions: **Mr. Mirabito moved to approve all personnel actions. Mr. Mussare 2nd the motion. Approved 3-0.**

5.1.1 Sheriff- Derron M. Farber, Fulltime Replacement Deputy Sheriff, Paygrade DS, \$19.721 per hour. Effective: 4/5/20.

5.1.2 Prison- Chad R. Barnes, Fulltime Replacement Correctional Officer Relief, Paygrade CO1, \$17.23 per hour. Effective: 4/6/20.

5.1.3 Information Services- Eric Kurtz, Fulltime Replacement
Senor Network Engineer, Paygrade 10, \$67,500.00/Salary.
Effective 4/6/20.

5.2 Approve HR Activity report for the month of March 2020. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

6.0 SALARY BOARD ACTIONS

None

7.0 REPORTS/INFORMATION ITEMS: Mr. Metzger read both Proclamations.

7.1 2020 Pennsylvania 811 Safe Digging Month

7.2 National Agriculture Week: March 22-28

8.0 ACTION ITEMS

8.1 Forrest Lehman - Price Quote for the 2020 Primary Election from ElectionIQ, LLC in the amount of \$82,800.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

8.2 Jerry Kennedy – Agreement with Arraya Solutions for engineering services for IT initiatives in the amount of \$100,000.00. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**

8.3 Jerry Kennedy -Agreement with PayGov.US LLC for electronic payment processing services for the Central Processing Center. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

8.4 Cindy Newcomer- Agreement with the Township of Brady delegating tax collection power to the County of Lycoming. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0**

- 8.5 Mya Toon- Agreement with Keyco Distributors Inc. for food products on a per item as needed basis. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0**
- 8.6 Mya Toon- Agreement with Sysco Central Pennsylvania for food products on a per item as needed basis. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.7 Mya Toon – Agreement with Fessers Inc. for food products on a per item as needed basis. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.8 Mya Toon- Change Order No. 2 with R&L Development Company and Barton & Loguidice, D.P.C. to delay the construction of Field 12 to June 1, 2020, due to COVID-19. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.9 Mya Toon- Grant and Monitoring Agreement with Lycoming County Early Learning Team in the amount of \$19,600.00. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.10 Mya Toon- Purchase Request of (1) new Kubota Utility Vehicle from Kubota Tractor Corporation in the amount of \$22,680.51. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.11 Mya Toon- Agreement with National Medical Services, Inc. for expert consultation and forensic laboratory services. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.12 Mya Toon- Approve Public Disaster Assistance Application and Agreement for Financial Assistance with Pennsylvania Emergency Management Agency. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.12 a. Director McDermott- Approve Mya Toon as Signatory for the Public Disaster Assistance Application and Agreement for Financial Assistance with Pennsylvania Emergency Management Agency. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.13 Mya Toon- Agreement with Cybergenetics for forensic laboratory services. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

- 8.14 Mya Toon- Approve the purchase of an irrigation pump with Eastern Irrigation & Pump Company for White Deer Golf Course in the amount of \$17,957.00. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.15 Austin Daily- Third Amendment with Transitional Living Centers, Inc. to extend the contract period to July 1, 2020. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.16 Kristin McLaughlin - Subrecipieint Agreement with Ralston Area Joint Authority for FFY 2018 CDBG funds to purchase and install a generator set and automatic transfer switch in the amount of \$23,780.00. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.17 Kristin McLaughlin - Amendment No. 1 to Cooperative Agreement with American Rescue Workers for Phase II of building renovations in accordance with FFY 2015 CDBG Contract. Amend original allocation from \$33,066.33 to \$48,188.80. Extend termination date from August 31, 2019, to June 30, 2020. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.18 Jenny Picciano- Amendment to Agreement with ATC Group Services dba BCM Engineers to additional work tasks for the design and engineering of the Susquehanna River Walk Extension in the amount of \$18,000.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.19 Ed Robbins- Agreement with Taylor Division Programs, Inc. to provide child welfare services for Juvenile Probation. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.20 Jeffrey Hutchins- Approve amended Declaration of Disaster Emergency signed on 3/16/20 for 90-day extension. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**

9.0 BOARD OF ASSESSMENT REVISIONS

None

10.0 COMMISSIONER COMMENT- Mr. Mussare commented on the need for shutting down recycling at this time and the seriousness of the Governors non-essential business mandate and how it is effecting local businesses.

11.0 PUBLIC COMMENT Mr. Stoudt commented on the Census and asked how the COVID-19 crisis will effect that. He also made a comment to acknowledge the Commissioners' office and wanted the Public to know that the office is working all round the clock to answer calls/emails and keeping the Public informed. There were several comments left on the YouTube channel that can be viewed following the link below.**

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.

12.0 NEXT SCHEDULED MEETING

The next public meeting will be held on Tuesday, April 07, 2020 at 10:00 A.M. (there will not be a meeting on Thursday April 02, 2020) in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

****Please refer to video recording of meeting for more detailed information.**

<https://www.youtube.com/watch?v=vLhLaNTesvY>