

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



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

WORK SESSION MEETING MINUTES

Tuesday May 05, 2020
10:00 A.M.

Present:

Commissioner Metzger
Commissioner Mussare
Commissioner Mirabito
Director McDermott
Solicitor Smith- Via Phone

1.0 BID OPENING

1.1 None

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT

2.1 *Krista Rogers/Heather Lehman – Approve the following Accounts Payable Cash Requirement Report(s): **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**

2.1.1 Cash Requirements Report through May 13, 2020 for payment on May 6, 2020.

3.0 EMPLOYEE SERVICE AWARDS

3.1 Corrections Employee Week: May 4-8- **Proclamation read by Mr. Mussare**

3.2 Internal Auditors Awareness Month **Proclamation read by Mr. Metzger**

3.3 Conservation District Week: May 3-9 **Proclamation read by Mr. Mirabito**

3.4 Stephen E. Rippy Retirement- **Recognized for 17 years of service**

4.0 TDA ACTIONS

None

5.0 PERSONNEL ACTIONS Mr. Mirabito Moved to approve. Mr. Metzger 2nd , Mr. Mussare opposed. Approved- 2-1.

5.1 Domestic Relations: Jessica Dodson, Full-Time Reclassification Domestic Relations Attorney, Paygrade 11 \$50,548.35.

Effective 5/3/20.

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

6.0 SALARY BOARD ACTIONS

None

7.0 REPORTS/INFORMATION ITEMS

7.1 None

8.0 ACTION ITEMS

8.1 Mya Toon- Approve Agreement with Marks, McLaughlin & Dennehy to interview and hold hearings for mental health commitment cases at various counties not to exceed \$5000.00 annually. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**

8.2 Mya Toon- Review contracts for the month of March approved by the Director of Administration. **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**

8.3 Mya Toon- Approve Agreement with PEMA to authorize and recertify Northridge Group, Inc. serve as the primary hazardous material response team for Lycoming County for hazardous material coverage. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**

- 8.4 Mya Toon- Approve emergency repairs to Armstrong Tower with Keystone Communications, Inc. not to exceed \$15,000.00. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**
- 8.5 Chelsea Blair- Approve U.S. Department of Homeland Security Pre-Disaster Mitigation Grant Agreement in the amount of \$45,000 Total Award \$15,000 Cost Match. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**
- 8.6 Cindy Newcomer- Agreement with Montgomery Area School District delegating school tax collection power to the County of Lycoming in the amount of \$1.50 per tax bill issued. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**
- 8.7 Ed Robbins- Agreement with Outside In to provide child welfare services for juvenile probation. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**
- 8.8 John Lavelle- Cooperation Agreement with the County of Tioga, the County of Clinton, the County of Lycoming, and the SEDA-COG Joint Rail Authority for submission of a joint grant application for the 2020 BUILD grant in the amount of \$29,782,244. **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**
- 8.9 Forrest Lehman- Approve Notice of Intent to request and accept Grant Funds pursuant to the Coronavirus Aid, Relief and Economic Security (“CARES”) Act to be used for the prevention of, preparation for, and response to COVID-19 for matters relating to the 2020 Federal election cycle. **Mr. Mirabito Moved to approve. Mr. Mussare 2nd the motion. Approve- 3-0.**
- 8.10 Forrest Lehman- Approve Notice of Intent request and accept Grant Funds pursuant to the Consolidated Appropriations Act of 2020 (Public Law 116-93), to “make payments to states for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements. **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**
- 8.11 Lauren Strausser- Approve Agreement with the County of Broome to accept single stream recycling materials not to exceed \$40,000.00. **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**
- 8.12 Director McDermott- Agreement with TextBehind, Inc. to implement and maintain its inmate non-privileged mail management system at the County Prison to perform mail-screening functions to ensure no contraband items are transmitted to the Prison mailroom. **Mr. Mussare Moved to approve. Mr. Mirabito 2nd the motion. Approve- 3-0.**

9.0 BOARD OF ASSESSMENT REVISIONS

None

10.0 COMMISSIONER COMMENT- Commissioners made a few announcement. Please refer to the video on Youtube to see in full details.

11.0 PUBLIC COMMENT- Mr. Stout, asking for guidance on the Phase Yellow guidelines for groups of 25. And how to proceed for Church services. Todd Lauer, comments on agenda items and a previous question asked last week.

12.0 NEXT SCHEDULED MEETING

The next public meeting will be held on **Tuesday May 12, 2020, at 10:00 A.M** 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=azMaMTn_Ffs