

Commissioners:

SCOTT L. METZGER  
*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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Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
THURSDAY, JULY 9, 2020  
10:00 A.M.**

**Present:**

**Commissioner Metzger  
Commissioner Mirabito  
Solicitor Sees**

**1.0 OPERATIONS**

1.1 Opening Prayer

1.2 Pledge of Allegiance

1.3 Convene Commissioners' Meeting

1.4 Approve the Minutes of the Previous Meeting **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

1.5 Public Comment (Agenda Items Only) none

**2.0 Awards**

Recognizing Ed Robbins for his Retirement 05/19/1986 –07/10/2020.

**3.0 TDA ACTIONS**

3.1 Roxanne Grieco – Approve update to the TDA Report

**Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

3.1.1 Information Services- Support Services- Reclassify one (1) FT Assistant Printer, Paygrades 3 / 4 to Clerk III 1 Floater, Paygrade 4.

#### **4.0 PERSONNEL ACTIONS**

- 4.1 Roxanne Grieco – Approve the following personnel actions: **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**
- 4.1.1 Juvenile Probation- David A. Goodwin, Full-Time replacement Chief Juvenile Probation Officer, Paygrade 12, salary of \$72,000.00. Effective: 7/27/20.
- 4.2 Approve HR Activity report for the month of June 2020. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

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

#### **5.0 SALARY BOARD ACTIONS**

- 5.1 Roxanne Grieco – Approve update to Salary Schedule:
- Information Services- Support Services- Reclassify one (1) FT Assistant Printer, Paygrades 3 / 4 to Clerk III 1 Floater, Paygrade 4. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

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

#### **6.0 REPORTS/INFORMATION ITEMS**

- 6.1 Kristin McLaughlin- Discuss Community Development Block Grant - CARES ACT (CV) Application Preparation Schedule for Federal Fiscal Year 2020.

#### **7.0 ACTION ITEMS**

- 7.1 Mya Toon– Vote on awarding the bid for food products to Feesers, Inc., Sysco Central Pennsylvania, and Keyco Distributors, Inc. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**
- 7.2 Nancy Ackley- Vote on Agreement with Diakon Family Life Services to provide Specialized In-Home Treatment (SPIN) program services for juvenile probation. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**
- 7.3 Ed McCoy- Vote on furniture purchase for Adult Probation Office with Supply Source in the amount of \$89,225.90. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

7.4 Jason Yorks - Vote on Change Order #4 with R&L Development Company and Barton & Loguidice, D.P.C. for Field 12 Construction amount of \$171,852.00. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

7.5 Jason Yorks- Vote on the purchase of (2) new commercial mowers from Cub Cadet for in the amount of \$33,598.00. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

7.6 Forrest Lehman- Vote on amended Agreement with David A. Smith Printing, Inc. to provide absentee and mail-in ballot production and fulfillment for Voter Services in the amount of \$1.50 per voter plus first-class pre-sort postage. **Mr. Mirabito moved to approve. Mr. Metzger 2<sup>nd</sup> the motion. Approved 2-0.**

8.0 **BOARD OF ASSESSMENT REVISIONS**

None

9.0 **Commissioner Comment: Mr. Mirabito mentioned there will be a change in how the Commissioners' meetings will be held. We will have more information soon.**

10.0 **PUBLIC COMMENT** 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.

**Karen Koch- Trout Run- Made comments in regards to several comments and emails from Commissioners' in the past. Spoke about Closed Captioned and Live Streamed video.**

**Jody Baney- Center for independent Living- Spoke more on TTY, closed caption for residents with hearing loss and Nursing facilities that are having an increase in Covid-19 numbers.**

**Marie Prince-Jersey Shore- Addressed the topic of being a resident of Lycoming County that has hearing loss and would like the Commissioners' to come together for the Deaf Community.**

**Chad Riley-Cogan House- Questioning why the Commissioners' approved a Resolution for the Sheriff to purchase riot gear.**

**Todd Lauer- Jersey Shore- Made comments in regards to Law enforcement and read a prepared statement.**

**Misty Dion-Center for Independent Living/Roads to Freedom- Commented on the fact that the Commissioners' have not made a decision on how to offer Closed Captioning for Deaf residents and believes 90 days is too long.**

**11.0 NEXT SCHEDULED MEETING**

The next Commissioners' Work Session will be held on Tuesday, July 14, 2020, at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

**12.0 ADJOURN THE COMMISSIONERS' PUBLIC MEETING**

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

<https://www.youtube.com/channel/UCSRDCV2YEbfonPDRfPMnEuw/videos>