

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

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

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
TUESDAY September 1, 2020
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare
Director McDermott
Solicitor Smith**

1.0 OPERATIONS

1.1 Opening Prayer

1.2 Pledge of Allegiance

1.3 Convene Commissioners' Public Meeting

1.4 Approve the Minutes of the Previous Meeting Mr. Mussare move to approve. Mr. Metzger 2nd the motion. Approved 2-0.

1.5 Public Comment (Agenda Items Only) None

2.0 BID OPENINGS

2.1 Nicki Gottschall- Food Products

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

3.1 Nicki Gottschall- Accounts Payable Cash Requirements Report through September 16, 2020 for payment September 2, 2020 in the amount of \$2,959,794.37. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0.**

4.0 TDA ACTION

Roxanne Grieco – Approve update to the TDA Report:

4.1 DPS- Change FT EMA Administrative Assistant position, paygrades 5/6 to PT Clerk III, paygrade 4. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**

5.0 PERSONNEL ACTIONS

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

- 5.1 Domestic Relations- Jennifer Blauch, Full-Time Replacement, Clerk III Paygrade 4, \$13.95/ Hourly. Effective 9/8/20.
- 5.2 Prison- Michael S. Blake, Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.23/Hourly. Effective 9/8/20.
- 5.3 Juvenile Probation- Ty A. Kanouff, Full-Time Replacement Juvenile Probation Officer, Paygrade JPO, \$21.95/Hourly. Effective 9/8/20.
- 5.4 Maintenance- Patrick E. Wright, Full-Time Replacement Custodial Worker, Paygrade 2, \$11.79/ Hourly. Effective 9/8/20.
- 5.5 Roxanne Grieco- Vote on Personnel Actions for August 2020.

Recess Commissioners' Public Meeting

6.0 SALARY BOARD ACTIONS

Roxanne Grieco – Approve update to Salary Schedule: **Ms. Rogers moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

- 6.1 Convene Salary Board Actions
- 6.2 DPS- Change FT EMA Administrative Assistant position, paygrades 5/6 to PT Clerk III, paygrade 4.
- 6.3 Adjourn Salary Board Actions

7.0 BOARD OF ASSESSMENT REVISIONS

- 7.1 Convene Board of Assessment Revision
- 7.2 Brooke Wright- Vote on Real Estate Exonerations. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 7.3 Adjourn Board of Assessment Revisions

Reconvene Commissioners' Public Meeting

8.0 REPORTS/INFORMATION ITEMS

- 8.1 Mya Toon- Vote to award RFP for a Reentry Program Coordinator.
- 8.2 Mya Toon- RFP for Engineering Services for Lycoming County Levee Rehabilitation Project.

9.0 ACTION ITEMS

- 9.1 Brooke Wright- Vote on Resolution 2020-26. Establishing four year duration of terms for Board of Assessment Appeals. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.2 Brooke Wright- Appoint Assessment Board member Birgit Schult to replace Bob Moore to finish out his term. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.3 Jason Yorks- Vote on the purchase of (4) spools for the Tarping machine at RMS from Tarpomatic, Inc. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.4 Jason Yorks- Vote on Amendment to Agreement with Cummins Inc., d/b/a C Cummins Sales and Service **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.5 Nancy Ackley- Vote on Agreement with Mid Atlantic to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.6 Nancy Ackley- Vote on Agreement with Diversified Treatment Alternative Centers to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**

- 9.7 Nancy Ackley- Vote on Agreement with White Deer Run, LLC d/b/a Cove Prep to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.8 Nancy Ackley- Vote on Agreement with Adelphoi Village to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.9 Nancy Ackley- Vote on Agreement with Community Specialists Corp d/b/a the Academy to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.10 Nancy Ackley- Vote on Agreement with Crossroads Counseling, Inc. to provide intensive home-based child/family services, abuse resolution, recovery treatment services, and extend evaluation services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.11 Nancy Ackley- Vote on Agreement with Justiceworks Youthcare, Inc. to provide opportunities and supervision for youth to fulfill their court-imposed community service and restitution obligations for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.12 Nancy Ackley- Vote on Agreement with C. Townsend Velkoff , M.S. to provide psychotherapy services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.13 Nancy Ackley- Vote on Agreement with Summit School Inc., d/b/a Summit Academy to provide child welfare services for the Juvenile Probation Office. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.14 Mark Egly- Vote on Agreement with Human Services Development Fund contract with Firetree Place to provide life skills educational services. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.15 Mark Egly- Vote on submission of the Lycoming County Children and Youth and Juvenile Justice Services Needs Based Plan and Budget request for the fiscal year July 1, 2021 to June 30, 2022. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.16 Mark Egly- Vote on the Child Welfare Information System Data Sharing Agreement with the PA Department of Human Services for October 1, 2020 through September 30, 2021. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**

- 9.17 Mark Egly- Vote on Agreement with Confer Home Health Services, LLC for adult homemaker services. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.18 Mark Egly- Vote on Agreement with American Rescue Workers for emergency shelter services. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.19 Mark Egly- Vote on Agreement with YWCA, Liberty House for emergency shelter services. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.20 Mark Egly- Vote on Agreement with Jersey Shore Summer Recreation, Inc., for life skills educational services. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.21 Mark Egly- Approve Agreement with Project CoffeeHouse for the Montgomery Summer Alive program. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.22 Director McDermott- Commissioners' to announce new members of the Lycoming County Recreation Authority. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 9.23 Director McDermott- Vote on Memorandum of Agreement with the City of Williamsport regarding Processing Center equipment and space. **Mr. Mussare moved to approve. Mr. Metzger 2nd the motion. Approved 2-0**
- 10.0 COMMISSIONER COMMENT: Mr. Mussare commented about the Census deadline. It is 9/30/203 Please provide your information. Our Community needs e everyone to.**

11.0 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. John Shireman-Jersey Shore. Comments in reagrd to Covid -19 numbers and statistics. Also suggests the County assist the local School Districts with financial assistance. Bill Fenderson-Linden. Comments in regards to nothing being in the paper about the census. And, asking if we are prepared for another rise in Covid-19? What is the process in place? he also sated Census is not going well and if will affect the seniors.

12.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday September 8, 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/channel/UCSRDCV2YEbfonPDRfPMnEuw/videos>