

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  
WORK SESSION MINUTES  
TUESDAY October 13, 2020  
10:00 A.M.**

**Present:**

**Commissioner Metzger- Via Phone**

**Commissioner Mussare**

**Commissioner Mirabito**

**Director McDermott**

**Solicitor Smith**

**1.0 OPERATIONS : Prayer and Pledge of Alliance led by Mr. Metzger.**

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. Mirabito moved to approved.  
Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

1.5 Public Comment (Agenda Items Only) **None**

**2.0     ACCOUNTS PAYABLE CASH REQUIREMENT**

- 2.1     Heather Lehman- Accounts Payable Cash Requirements Report through October 28, 2020 for payment October 14, 2020 in the amount of \$1,788,305.49. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

**3.0     PERSONNEL ACTIONS**

Roxanne Grieco – Vote on the following personnel actions: **Mr. Mirabito moved to approve all. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 3.1     District Attorney- Lynelle L. Cromley, Full-Time Replacement, Clerk III, Paygrade 4, \$13.95/Hourly. Effective 10/19/20.
- 3.2     Courts MDJ Frey- Stacie Jolin, Full-Time Replacement, Clerk III, Paygrade 4, \$15.252583/Hourly. Effective 10/18/20.
- 3.3     Pre-Release- Robert J. Thompson, Full-Time Replacement, Pre-Release Manager, Paygrade 11, \$73,783.90/Salary. Effective 10/18/20.
- 3.4     Planning & Community Development- Brandon A. Ball, Full-Time Replacement, Community & Economic Development Planner, Paygrade 8, \$38,548.49/Salary. Effective 10/19/20.
- 3.5     Planning & Community Development- Christopher B. Hodges, Full-Time Replacement Zoning Officer, Paygrade 6, \$32,321.60/Salary. Effective 10/26/20.
- 3.6     Planning & Community Development- Austin J. Daily, Full-Time Reclassification, Transportation Planner, Paygrade 9, \$43,912.73/Salary. Effective 10/18/20.

**4.0     INFORMATION ITEM**

Director McDermott- Advisory for Muncy Creek illegal dumping.

**5.0     ACTION ITEMS**

- 5.1     Mya Toon- Vote on FY 20-21 Medical Assistance Transportation Program Subrecipient Agreement with STEP, Inc. in the amount of \$1,491,809.00. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.2 Mya Toon- Vote on COVID-related expenditures and subrecipient agreements for school districts in Lycoming County as attached hereto in the amount of \$3,010,200.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.3 Mya Toon- Vote on U.S. Department of Homeland Security Federal Fiscal Year 2020 Emergency Management Performance Grant Agreement with the Pennsylvania Emergency Management Agency in the amount of \$140,791.00.

**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.4 Jason Yorks- Vote on contract with Federal Bureau of Prisons for FY 2021 renewable energy in the amount of \$2,400,000.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.5 Jason Yorks- Vote on the purchase of (15) recycling roll-off containers for the LCRMS from Eagle Truck Equipment, Inc. in the amount of \$134,335.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.6 Jason Yorks- Vote on the purchase of (18) recycling roll-off containers for the LCRMS from Wastequip. In the amount of \$166,770.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.7 Shannon Rossman- Vote on COVID Cares Act Allocations and Subrecipient agreements to the following Learning Centers; Community Theater League, Firetree Place, and Camp Susque.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

**6.0 COMMISSIONER COMMENT:**

**Mr. Mussare wanted to say thank-you to Seda-Cog and the Covid-19 committee that has worked so hard. He also wanted to touch on Personnel and hiring staff. It is difficult when requests for new staff come in. However, we are trying to tighten out belts. We are going to be in good standing in 2021. Unless a reclassification is going to benefit the taxpayers, don't present it to the Commissioners. The Commissioners' are doing their best.**

**Mr. Mirabito spoke about State Budget and the deficit. There are various fund that exist to try to close the gap. He would be surprised if he didn't see the the State c continuing to cut back. We need to look at the 2022 and plan now.**

**7.0 PUBLIC COMMENT: None**

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.

**8.0 NEXT SCHEDULED MEETING** The next Commissioners Public Meeting will be held on Tuesday October 20, 2020, at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701. (No meeting Thursday October 15, 2020.)

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

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