

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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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING MINUTES  
TUESDAY, DECEMBER 21, 2021  
10:00 A.M.**

**Present:**

**Commissioner Metzger  
Commissioner Mussare  
Commissioner Mirabito  
Director McDermott  
Solicitor J. David Smith via telephone**

**ADDITIONS/CHANGES TO AGENDA NOT PREVIOUSLY POSTED**

- Operations Item 1.6 Acknowledge Christie Shimp on her retirement, removed due to unavailability of Ms. Shimp.
- and 1.7 Removed: Recognition of Jersey Shore High School Football Team on fourth consecutive District 4 Class AAAA Title. Item shall be moved to a later meeting date.
- Lauren Bower – Human Resources: Roxanne Grieco, Temporary HR Special Projects, Part Time New Position, Paygrade 14, \$46.75/hour, not to exceed 500 hours annually, Effective 12/27/21 (Personnel Actions, 6.1).
- Commissioners – Acknowledge the Clinton Township Fire Company for donating a fire truck as well as supplies to a fire company in Kentucky devastated by recent deadly tornadoes (Information Item, 7.1).
- Mya Toon – Acknowledge the County will be requesting bids for a no-till drill (Information Item 7.2).

**Mr. Mirabito moved to formally approve additions and changes to agenda. Mr. Mussare 2nd the motion. Approved 3-0.**

**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. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 1.5 Public Comment (Agenda Items Only)  
*No public Comments.*
- 1.6 *Approved 3-0 to be Removed*
- 1.7 *Approved 3-0 to be Removed*

## **2.0 BID OPENING:**

- 2.1 Krista Rogers, **presented via telephone** – Open the following bid:
  - Tire Recycling for LCRMS  
*Mahantango Enterprises, Inc.,  
\$125 per ton car/truck etc., \$250 ton per agricultural etc.*
  - Truck Scale System Rebuild for LCRMS  
*Fairbank scale – 'no price' on repair summary*

## **3.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

- 3.1 Brandy Clemens – Approve accounts payable cash requirement report for invoices due through 12/31/2021 to be paid on 12/22/2021 for \$ 2,404,350.68
- Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

## **4.0 TDA ACTIONS**

- 4.1 Lauren Bower – Approve update to the TDA Report:
    - Human Resource: Create a Part Time Temporary HR Special Projects Position, Paygrade 14, Effective 12/27/2021.
- Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

*Recess Commissioners' Public Meeting for the Salary Board*

## **5.0 SALARY BOARD**

- 5.1 Convene Salary Board.
- 5.2 Lauren Bower – Approve the following salary board action:
  - Human Resources: Create a Part Time Temporary HR Special Projects Position, Paygrade 14, Effective 12/27/2021.

**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 4-0.**

- 5.3 Adjourn Salary Board

*Reconvene Commissioners' Public Meeting*

## 6.0 PERSONNEL ACTIONS

### ***APPROVED 3-0 TO BE ADDED***

6.1 Lauren Bower – Approve the following personnel action(s):

- Human Resources: Roxanne Grieco, Temporary HR Special Projects, Part Time New Position, Paygrade 14, \$46.75/hour, not to exceed 500 hours annually, Effective 12/27/21.  
min
- Pre-Release Center: Marsha A. Thomas, Female Resident Supervisor, Full Time Replacement, Paygrade 5, \$15.37/hour, Effective 12/27/2021.

**Mr. Mirabito moved to approve all. Mr. Mussare 2nd the motion. Approved 3-0.**

## 7.0 INFORMATION ITEM

### ***APPROVED 3-0 TO BE ADDED***

7.1 Commissioners – Acknowledge the Clinton Township Fire Company for donating a fire truck as well as supplies to a fire company in Kentucky devastated by recent deadly tornadoes.

**Speakers: Larry Stout, Public Information Officer, Matt Post and Todd Winder all from Clinton Township Volunteer Fire Company: On December 10<sup>th</sup>, Kentucky was devastated by historic Tornadoes. Matt Post and Todd Winder spoke with Jeff Hutchins at Lycoming County DPS, sharing information about the known needs of their *brother* fire companies in western Kentucky. Within a couple of days, several Lycoming County fire companies began to donate equipment, and Ground-Shakers offered to haul the equipment, many community gifts and donations began to pour in from Lycoming and several other counties. All became involved in building and steering the convoy of hope and support to our friends and firefighters in Kentucky.**

7.2 Mya Toon – Acknowledge the County will be requesting bids for a no-till drill (100% grant funded).

## 8.0 ACTION ITEMS

8.1 Mya Toon, **presented in person** – Vote to approve Amendment to Agreement with Murphy, Butterfield & Holland, PC.

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

8.2 Mya Toon – Vote to approve CCAP and PCCD grant award for Criminal Justice Advisory Board Technical Assistance and Training (2022 budgeted item.)

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

8.3 Mya Toon – Vote to approve DCNR grant Amendment for the Susquehanna River Walk Extension project (2022 budgeted item).

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

- 8.4 Mya Toon – Vote to approve Agreement with Columbia County Board of Commissioners.  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.5 Mya Toon – Vote to approve Agreement with Scotilla Psychological Services, LLC.  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.6 Mya Toon – Vote to award ITB for Collection and Disposal of Trash and Recyclable Materials for Lycoming County Facilities to Fred Hamm, Inc.  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.7 Kate Nickles, **presented in person** – Vote to approve Agreement with Steelfusion Clinical Toxicology Laboratory LLC (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.8 Kate Nickles – Vote to approve Agreement with Forensic Pathology Associates/Health Network Laboratories (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.9 Jason Yorks – **presented via telephone**, Vote to approve Landfill Leachate Treatment Agreement with Kelly Township Municipal Authority (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.10 Jason Yorks – Vote to approve Agreement with Deacon Equipment Company, Inc. (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.11 Jason Yorks – Vote to approve Agreement with Highway Equipment and Supply Company (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.12 Shannon Rossman, **presented in person** – Vote to approve Redevelopment Assistance Capital Program (RACP) funding for the Lycoming County Levee Improvement II project (2022 budgeted item).  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.13 John Lavelle, **presented via telephone** – Vote to approve DEP grant Amendment for Watershed Protection Grant Program.  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.14 Beth Baylor, **presented via telephone** – Vote to approve Agreement with Keystone Communication, LLC.  
**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

## 9.0 COMMISSIONER COMMENT

Mr. Mirabito wanted to wish everyone a nice holiday, appreciate all that you are blessed with. as, Chief Winder & Matt & Larry reminded us we are only a storm away from everything we take for granite.

Mr. Mussare wants to wish everyone a nice holiday and pay attention to your neighbors, and elderly people that have lost loved ones, pay attention to them, if they appear lonely talk to them see if they would like to join you – be kind, everybody needs help some times.

Mr. Metzger wanted everyone to enjoy their Christmas.

## 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.

**In person, Duane Hershberger, Executive Director of Greater Lycoming Habitat for Humanity (GLHFH):** Thanked the Commissioners for including them in the Phare Grant Application for next year. Being with Habitat for Humanity since 1989 – coming to Lycoming County is still astonished at the depth good will from community leaders and the members of the community here. The support is still growing. GLHFH is expanding to increase to building 2 homes per year for the next 5 years. Property conveyances are in the works, and it will end with 10 building lots for 10 families. Thanked the Commissioners again for their support. *Shared also some criteria for Habitat housing: Substandard Housing, Partner/Contribute to building their home, Ability to pay back the zero-interest mortgage. Many of those homeowners become the first in their family history with the ability to share that home with many generations to come.*

No YouTube Comments.

11.0 **NEXT SCHEDULED MEETING** The next Commissioners Public Meeting will be held on **Tuesday, December 28, 2021, at 10:00 A.M.** in the Commissioner's Board 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=YM3bJKRiGXI>