

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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COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA  
Tuesday, January 05, 2021  
10:00 A.M.**

**Present:**

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

**1.0 OPERATIONS Led by Mr. Metzger**

**A moment of silence was led by Mr. Metzger for the Honorable David J. Lechniak, who passed on December 30, 2020.**

- 1.1 Opening Prayer
- 1.2 Pledge of Allegiance
- 1.3 Convene Commissioners' Public Meeting
- 1.4 Vote on the Minutes of the Previous Meeting **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 1.5 Public Comment (Agenda Items Only) **None**

**2.0 BID OPENING**

*Krista Rogers*

- 2.1 Construction of Relief Wells – One (1) Bidder – Minichi, Inc.

**3.0 REPORTS/INFORMATION ITEMS**

- 3.1 *Mya Toon*  
Acknowledge the rebid of bread products

**4.0 ACTION ITEMS**

- 4.1 *Mya Toon*  
Vote on Agreement with Corrections Development Inc. for the District Attorney's Office. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 4.2 *Mya Toon*  
Vote on FY 2020-2021 Juvenile Court Judges' Commission Juvenile Probation Services Grant Award in the amount of, \$ 242,417.00. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.3 *Mya Toon*  
Vote on the Amendment to FY 2018 State Homeland Security Grant Program between the Pennsylvania Emergency Management Agency and the North Central Task Force. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.4 *Mya Toon*  
Vote on the SAVIN Maintenance and Service Agreement between the PA District Attorneys Institute and the County. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.5 *Shannon Rossman*  
Vote on the allocation of COVID-19 Grant funds and Grant & Monitoring Agreement to Lycoming County municipalities, Fire & EMS, small businesses, and non-profits, as attached hereto. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.6 *Roxanne Grieco*  
Vote on Resolution 2021-01 for the revised Lycoming County Table of Distribution and Authorizations 2021. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.7 *Roxanne Grieco*  
Vote on the Lycoming County Table of Distribution and Authorizations 2021. **Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approve 3-0.**
- 4.7.1 Addition of one (1) Full-Time, *Deputy Coroner*  
Paygrade 7, per 2021 Budget. **Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approve 3-0.**
- 4.8 *Roxanne Grieco*  
Vote on the update to Lycoming County Policy and Procedures Manual for the following policies: 400 (job code listing) and 401(County Pay Plans) as of January 01, 2021. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 4.9 *Roxanne Grieco*  
Vote on Personnel Actions Report for November and December 2020. **Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.0 **SALARY BOARD Mr. Kiessler moved to approve Salary Board actions. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.1 *Scott Metzger*  
Convene Salary Board Meeting

5.2 *Roxanne Grieco*  
Vote on the Lycoming County Salary Schedule for 2021.

5.2.1 Addition of one (1) Full-Time  
*Deputy Coroner, Paygrade 7, per 2021 Budget.*

**\*\*Mr. Mussare asked Mr. Kiessler to speak of the continuing challenges faced by the Coroners' office. Mentioned were the complexities of covering a 1200 square mile county radius and the rigors of 24/7/365, with limited staff. He also spoke of the continued challenges and concerns the staff faces with the Covid-19 pandemic.**

5.3 *Scott Metzger*  
Recess Salary Board Meeting

***RECONVENE COMMISSIONERS' MEETING***

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

6.1 *Roxanne Grieco*  
Vote on the following personnel actions:

6.1.1 Courts - Catherine Winder, Full-Time Replacement/Promotion  
*Clerk IV, Paygrade 5, \$ 22.42/Hourly. Effective 02/21/2021*

6.1.2 District Attorney - Eric A. Williams, Full-Time Replacement  
*Assistant District Attorney, \$ 53,543.83/Salary. Effective 01/11/2021*

6.1.3 DPS Communications - Garrett McKinney,  
Full-Time Replacement/Promotion  
*Senior Public Safety GIS Program Manager, Paygrade 9*  
*\$ 46,361.02/Salary. Effective 01/24/2021*

6.1.4 DPS Communications - Dustin Williams,  
Full-Time Replacement/Promotion  
*CAD Training Coordinator-Telecommunication I, Paygrade 9*  
*\$ 24.52/Hourly. Effective 01/3/2021*



## 7.0 COMMISSIONER COMMENT

**\*\*Mr. Mirabito sent the Lechniak Family his condolences. Continues to voice concerns about the need for more Covid-19 testing to find Asymptomatic individuals spreading the virus and the need to have more discussions on this topic and include the Department of Public Safety to investigate the possibilities and options for more testing.**

**\*\*Mr. Metzger shared his frustration with the mode legislators are in currently with what to “call people” instead should be focusing on the people who put them in their office. Praised our State Representative for not feeding into the nonsense.**

**\*\*Mr. Mussare spoke regarding Dave Lechniak and how much he will be missed. He also commented regarding an alarming time in our democracy while referencing an article in the Williamsport Sun Gazette. Praised Senator Yaw’s dedication. Concluded by stating he feels strongly that the Act 77 Bill needs “fixed”. Commenting to those who corresponded as offended by opening prayers. Stated, they are not to meant to offend anyone – they are spoken as a means of asking for inspiration for their leadership.**

## 8.0 PUBLIC COMMENT None In-Person

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.

## 9.0 NEXT SCHEDULED MEETING

The next Commissioners Work Session will be held on Thursday, January 07, 2021, at 10:00 A.M. in the Commissioner’s Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701. **Mr. Metzger indicated there will be *no* work session on Thursday, January 07, 2021, and the next meeting will be held on Tuesday, January 12, 2021, at 10:00 a.m.**

**Mr. Metzger adjourned the meeting at 10:52 a.m.**

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

**<https://www.youtube.com/watch?v=ro0rd1wiGbQ>**

**Total Amount Remaining to be Distributed \$ 849,232.02**

Municipality	Recommended Amount
ARMSTRONG TOWNSHIP	\$ 6,429.71
BOROUGH OF MONTGOMERYVILLE	\$ 6,292.93
LCWISA	\$ 12,344.43
MUNICIPALITY OF MOUNTAIN TOP	\$ 27,620.46
OLD LYCOMING TOWNSHIP	\$ 3,871.83
WEST BRANCH REGIONAL AUTHORITY	\$ 14,663.20
MUNICIPALITY OF MOUNTAIN TOP	\$ 6,163.00
SOUTH WILLIAMSPORT	\$ 58,851.37
CITY OF WILLIAMSPORT	\$ 9,599.31
<b>Total Amount</b>	<b>\$ 145,538.06</b>

Fire & EMS	Recommend Amount
WATERVILLE VFC	\$22,432.00
INDEPENDENT FIRE CO #1 BORO OF SOUTH WILLIAMSPORT	\$49,072.77
CITIZENS HOSE COMPANY OF JERSEY SHORE	\$48,793.92
PLUNKETT'S CREEK TOWNSHIP FIRE DEPARTMENT*	\$0.00
WILLING HAND HOSE CO #1	\$77,633.27
<b>Total Amount</b>	<b>\$197,948.96</b>

\* Declining grant due to funds received through another CARES source

APPLICATIONS RECEIVED BY December 4th:	Recommended Amount
Small Business	\$ 45,000
Bridyard	\$ 45,000
Cups Auto Service	\$ 10,000
George Day Landscaping	\$ 12,500
Grace Buffet	\$ 17,200
Hulls Landing	\$ 15,000
Jamabar LLC	\$ 15,000
Marcellus Supply	\$ 2,300
Old Corner Hotel	\$ 15,000
Orlando's Restaurant	\$ 45,000
Silver Thorn Tavern	\$ 13,000
Yen King Chinese Restaurant	\$ 3,000
* Normad Distillery	\$ 13,000
<b>Total Amount</b>	<b>\$ 350,300</b>

\* Application received by December 4th Deadline

Applications Left from 1st Round of Small Businesses	Recommended Amount
Small Business	\$17,750
Moon & Raven	\$4,000
Darman	\$23,750
Hotel Kurt	\$45,500
<b>Total Amount</b>	<b>\$91,000</b>

Applications Left from 1st Round of Non-Profits	Recommended Amount
Non-Profit	\$ 36,250.00
Susquehanna Valley CASA	\$ 20,000.00
WEST BRANCH DRUG & ALCOHOL ABUSE COMMISSION	\$ 1,000
ROYAL P STEINBACHER AMERICAN LEGION	\$ 30,000.00
YWCA	\$ 53,000
SOL	\$ 110,350.00
<b>Total Amount</b>	<b>\$ 250,600.00</b>

2nd Round of Non-Profits	Recommended Amount
Non-Profit	\$50,000
Jointer Board	\$50,000
STEP	\$50,000
American Rescue Workers	\$50,000
TLC	\$50,000
* Billy O Brandt	\$0
<b>Total Amount</b>	<b>\$250,000</b>

\* Billy O Brandt misfiled their paperwork and is a 501(c)4 and is not eligible